

LOCAL DEVELOPMENT PANEL

Meeting to be held on Wednesday 26 November 2014 at 2.30 pm

Council Chamber, Williton

AGENDA

1. Apologies for Absence

2. Minutes

Minutes of the Local Development Panel held on 9 September 2014, to be approved and signed as a correct record – **SEE ATTACHED.**

3. Declarations of Interest

To receive and record any declarations of interest in respect of any matters included on the Agenda for consideration at this Meeting.

4. Public Participation

The Chairman to advise the Committee of any Agenda items on which members of the public have requested to speak and advise those members of the public present of the details of the Council's public participation scheme.

5. Publication of the West Somerset Historic Environment Issues Paper

To consider the Report No. WSC 166/14, to be presented by Toby Clempson, Principal Planning Officer – Policy – **SEE ATTACHED.**

The purpose of the report is to formally acknowledge the West Somerset Historic Environment Issues Paper as part of the Council's Local Plan evidence base.

6. Revised West Somerset Statement of Community Involvement

To consider the Report No. WSC 167/14, to be presented by Toby Clempson, Principal Planning Officer – Policy – **SEE ATTACHED.**

The purpose of the report is to recommend the adoption of an updated Statement of Community Involvement for the Council setting out how it will involve the community and other interested parties in the preparation of planning policy documents and also in the development management process.

7. Verbal update on the 2014 Strategic Housing Market Assessment Review

COUNCILLORS ARE REMINDED TO CHECK THEIR POST TRAYS

The Council's Vision:

To enable people to live, work and prosper in West Somerset

The Council's Corporate Priorities:

- Local Democracy:
Securing local democracy and accountability in West Somerset, based in West Somerset, elected by the people of West Somerset and responsible to the people of West Somerset.
- New Nuclear Development at Hinkley Point
Maximising opportunities for West Somerset communities and businesses to benefit from the development whilst protecting local communities and the environment.

The Council's Core Values:

- Integrity
- Respect
- Fairness
- Trust

LOCAL DEVELOPMENT PANEL**Minutes of the Meeting held on 9 September 2014****Present:**

Councillor K H Turner (Chairman)
Councillor S Y Goss
Councillor K J Ross
Councillor A H Trollope-Bellew

Councillor A F Knight
Councillor B Heywood
Councillor M A Smith

Members in Attendance:

Councillor M O A Dewdney
Councillor E May

Councillor A P Hadley

Officers in Attendance:

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

LD1 Apologies for Absence

An apology for absence was received from Councillor I Melhuish.

LD2 Minutes

(Minutes of the Local Development Panel held on 8 April 2014 – circulated with the Agenda).

RESOLVED that the Minutes of the Meeting of the Local Development Panel held on 8 April 2014 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:

Name	Minute No	Description of Interest	Personal or Prejudicial	Action Taken
Cllr K H Turner	All Items	Brompton Ralph	Personal	Spoke and Voted
Cllr K J Ross	All Items	Dulverton	Personal	Spoke and Voted

In addition, the following interests were declared:

Name	Minute No.	Description of interest	Personal or Prejudicial	Action Taken
Cllr A F Knight	LD5	Business owner	Personal	Spoke and voted
Cllr A H Trollope-Bellew	LD5	Business owner	Personal	Spoke and voted
Cllr A P Hadley	LD5	Business owner	Personal	Spoke

LD4 Public Participation

No member of the public had requested to speak.

LD5 Amendments to West Somerset Local Plan to 2032 Policies for Publication

(Report No. WSC 122/14, circulated with the Agenda.)

The report proposed amendments to the draft policies of the West Somerset Local Plan to 2032 Revised Preferred Strategy as part of the preparations for its formal publication which was likely to follow in early 2015.

The Chairman introduced and welcomed to the meeting Tim Burton, Assistant Director – Planning and Environment and Nick Bryant, Planning Policy Manager who were attending their first meeting of the Local Development Panel.

The report was presented by the Principal Planning Officer (Policy), Toby Clempson who advised that there were a large number of detailed amendments to the proposed draft Local Plan policies and the reason for the changes was to make the Plan more easily useable and understandable.

The Officer outlined the proposed amendments and various questions and issues were raised by Members, and the following main points were discussed:

- Hierarchy of Settlements – Members were of the opinion that Battleton was not a remote settlement, in close proximity to Dulverton’s business services, and it was proposed and seconded to include the West Somerset district part of Battleton to the list of secondary settlements.
- Concerns were raised regarding the level of growth for limited development and small scale development in rural settlements.
- Conversion of traditional buildings - government advice stated that commercial uses on conversions should be considered in the first instance.
- The provision of low impact dwellings – at the present time there was insufficient evidence that demonstrated a need but this could be reassessed during the next review period.
- The provision of a new policy relating to Minehead primary retail area and central areas for Alcombe, Watchet and Williton to identify what would be permitted in primary and secondary retail areas following

recent government changes to the change of use from retail to residential

- Extension of the primary retail area in Minehead and the safeguarding of existing retail employment activity.
- An update on the production of the supplementary Design Guide was provided and officers advised they would review how progress was being managed and report back.

It was confirmed that the typographical error highlighted within Policy SD1 would be corrected and the following proposals to the amended draft policies were made:

- The inclusion of Battleton as a secondary village within Policy SC1.
- Adjustment to the wording of Clause 3A in Policy SC4.
- Correction to the wording in the second bullet point of the Purpose section within Policy WA1.
- Reference to master planning to be added to the Watchet and Williton development policies for consistency.

Councillor K J Ross proposed the recommendation in the report, subject to the amendments above, which was seconded by Councillor M A Smith.

The Principal Planning Officer (Policy) further advised that the next stage of the process would be to finalise a number of evidence documents prior to them being reported to the Panel in November; and formal Publication would follow in the new year.

RESOLVED that the draft policies of the West Somerset Local Plan to 2032 be amended as set out in the table at Appendix 1 to the report, as amended, in the interests of preparing a sound Local Plan for formal publication.

The meeting closed at 4.42 pm.

Report Number: WSC 166/14
Presented by: Toby Clempson
Author of the Report: Toby Clempson Principal Planning Officer – Policy
Contact Details:
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Report to a Meeting of: Local Development Panel
To be Held on: 26th November 2014
Date Entered on Executive Forward Plan N/a
Or Agreement for Urgency Granted:

EVIDENCE BASE ITEM - WEST SOMERSET HISTORIC ENVIRONMENT ISSUES PAPER

1. PURPOSE OF REPORT

- 1.1 To formally acknowledge the West Somerset Historic Environment Issues Paper as part of the Council's Local Plan evidence base. The document is attached at Appendix 1.

2. CONTRIBUTION TO CORPORATE PRIORITIES

- 2.1 The Historic Environment Issues Paper contributes towards the adoption of a sound Local Plan being a requirement of the National Planning Policy Framework. The Local Plan will help to facilitate new housing development during the plan period which will secure funding through the New Homes Bonus scheme contributing to the "Local Democracy" Corporate Priority second bullet point "Maximise the funding opportunities from Central Government".
- 2.2 The Local Plan will also contribute to delivery of the second and third bullet points of the New Nuclear Development at Hinkley Point Corporate Priority, helping to maximise the economic opportunities arising from the development, and also increasing the supply of housing within the area to mitigate the extra demands linked to Hinkley Point workers.
- 2.3 The preparation of a Local Plan is a statutory duty of local planning authorities.

3. RECOMMENDATIONS

- 3.1 To resolve to endorse the attached document: "The West Somerset Historic Environment Issues Paper April 2014" as part of the Council's Local Plan evidence base.

4. RISK ASSESSMENT (IF APPLICABLE)

Risk Matrix

Description	Likelihood	Impact	Overall
The Local Plan fails to comply with NPPF requirements for evidence and justification resulting in an unsound document.	Possible (3)	Major (4)	Medium (12)

<i>This report proposes the endorsement of essential additional evidence to demonstrate how the Council has responded to the requirements of the NPPF.</i>	Low (2)	Major (4)	Medium (8)
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The scoring of the risks identified in the above table has been based on the scoring matrix. Each risk has been assessed and scored both before and after the mitigation measures have been actioned.

5. BACKGROUND INFORMATION

5.1 Paragraph 169 of the National Planning Policy Framework requires that Local Planning Authorities should have up to date evidence about the historic environment in their area and use it to assess the significance of heritage assets and the contribution they make to their environment.

5.2 Members resolved to commission the preparation of a Historic Environment Issues Paper as an additional element of the Local Plan evidence base in response to the changes introduced by the NPPF at the meeting of the Local Development Panel on 13th November 2013 (Report No. WSC 147/13 refers). The report was prepared by Somerset County Council's Historic Environment Team.

5.3 In summary, the document includes:

- A summary of the heritage assets and historic environment in West Somerset,
- Detailed descriptions of the heritage assets in Minehead, Watchet and Williton,
- An assessment of each Key Strategic Site allocation area in terms of their impact on heritage assets and their settings,
- Statements on potential enhancements and/or appropriate mitigation measures,
- Requirements for further archaeological assessments of allocation sites, and;
- Suggested policy wording amendments to ensure NPPF compliance.

5.4 The Historic Environment Issues Paper was prepared with reference to English Heritage's Regional Office, and it is understood that its content satisfies the concerns raised by English Heritage at the Local Plan Revised Preferred Strategy consultation stage.

5.5 The amendments to local plan policies resolved upon at the Local Development Panel of 9th September 2014 were proposed and considered in the light of the evidence within this document.

6. FINANCIAL/RESOURCE IMPLICATIONS

6.1 None

7. COMMENTS ON BEHALF OF SECTION 151 OFFICER

7.1 This report supports the provision of an appropriate evidence base, helping to demonstrate compliance with the legal requirements of the Local Plan preparation process. This is an essential element of preparing a sound local plan for formal publication and submission to the Secretary of State for examination.

8. EQUALITY & DIVERSITY IMPLICATIONS

8.1 **Members need to demonstrate that they have consciously thought about the three aims of the Public Sector Equality Duty as part of the decision making process.** The three aims the authority **must** have due regard for are:

- Eliminate discrimination, harassment, victimisation
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it

9. CRIME AND DISORDER IMPLICATIONS

9.1 None.

10. CONSULTATION IMPLICATIONS

10.1 None.

11. ASSET MANAGEMENT IMPLICATIONS

11.1 None known.

12. ENVIRONMENTAL IMPACT IMPLICATIONS

12.1 The addition of the Historic Environment Issues Paper to the Local Plan evidence base will help to improve the protection of Heritage Assets within the LPA area.

13. HEALTH & WELLBEING

Demonstrate that the authority has given due regard for:

- People, families and communities take responsibility for their own health and wellbeing;
- Families and communities are thriving and resilient; and
- Somerset people are able to live independently.

14. LEGAL IMPLICATIONS

14.1 It is a statutory duty of the Council to prepare and adopt a statutory Local Plan for its local planning authority area.



**WEST SOMERSET COUNCIL
LOCAL PLANNING AUTHORITY**

HISTORIC ENVIRONMENT ISSUES PAPER

COMPILED IN APRIL 2014

**DRAFT:
FINAL**



Prepared by:

Steve Membery and Tanya James
Historic Environment Service
Somerset County Council

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1 INTRODUCTION

In 2014, West Somerset District Council (as the local planning authority) approached Somerset County Council's Historic Environment team for advice on the historic environment issues in the emerging local plan.

This document is the finalised Historic Environment Issues Paper.

It includes:

- **A summary of the heritage assets and historic environment in West Somerset;**
- **Detailed descriptions of the heritage assets in Minehead, Watchet and Williton;**
- **An assessment of each allocation area in terms of impacts on heritage assets and their settings;**
- **Statements on potential enhancements and/or mitigation measures;**
- **Requirements for further archaeological assessments of allocation sites;**
- **Suggested policy wording to ensure NPPF compliance;**

2 SUMMARY

This document addresses the implications of Key Strategic Site allocations on the historic environment through setting assessments and archaeological appraisals. It also suggests archaeological policies and additions to existing policy wording.

2.1 Key Strategic Sites

2.1.1 Minehead/Alcombe Key Strategic Sites: LT1 and MD2

Location	Key Strategic Sites	Heritage Asset	Significance	Magnitude of Impact	Significance of Effects
Minehead	LT1 & MD2	Exmoor National Park: historic landscape	High	Negligible	Slight
	LT1 & MD2	St Michael's Church: Grade II* Listed building	High	No Change	Neutral
	LT1 & MD2	Higher Town & Whitegate Road Conservation Areas	High	No Change	Neutral
	LT1 & MD2	Lower Hopcott	Low	Major	Moderate/Slight
	LT1 & MD2	Higher Hopcott Farm	Low	Moderate	Slight
	LT1 & MD2	Periton & Periton Cottages: Grade II listed buildings	Low	Moderate	Slight
	LT1 & MD2	Late 19th/early 20th century villas on Hopcott/Periton Road	Low/Medium	Major	Moderate/Slight

Settings assessment summary

Archaeological Appraisal

High potential for buried archaeological sites, further evaluation required.

Mitigation

Opportunities should be sought to offset any impacts of the development by public realm enhancement schemes within Minehead. At the master-planning stage, mitigation requirements for the Minehead/Alcombe LT1 & MD2 should consider the use of soft landscaping, green spaces and sympathetic design in terms of appearance.

2.1.2 Williton Key Strategic Sites: WI2

Location	Key Strategic Sites	Heritage Asset	Significance	Magnitude of Impact	Significance of Effects
Williton	WI2	Battlegore Cemetery: Scheduled Monument	High	Moderate	Moderate/Large

Settings assessment summary

Archaeological Appraisal

High potential for buried archaeological sites, further evaluation required

Mitigation

An enhancement scheme for the prehistoric cemetery should be set out as part of any planning applications submitted in this area. These schemes should form part of a monument management plan. This management plan should: take the assets out of cultivation; provide public access; and provide interpretation of the monument.

2.1.3 Watchet Key Strategic Sites: LT1 & WA2

Location	Key Strategic Sites	Heritage Asset	Significance	Magnitude of Impact	Significance of Effects
Watchet	LT1	Daw's Castle: Scheduled Monument	High	Moderate	Moderate/Large
	LT1 & WA2	St Decuman's Church Precinct: Grade I, II* & II listed buildings /structures; scheduled monument (cross)	High	No Change	Neutral
	WA2	Parsonage Farm: Grade II Listed Building	Medium	Major	Moderate/Large
	LT1	Three limekilns, Cleeve Hill: Grade II listed buildings	Medium	Minor	Slight
	LT1	Channel View Terrace: (Nos. 40 to 55 West Street):	Low	Minor	Neutral/Slight

Settings assessment summary

Archaeological Appraisal

High potential for buried archaeological sites, further evaluation required

Mitigation

Planning applications in this area should include public realm enhancement schemes within Watchet as mitigation to offset any setting impacts on designated heritage assets. The use of soft landscaping, green spaces and sympathetic design in terms of appearance should be set out within a masterplan. Options for rescue excavations in advance of further coastal erosion of Daw's Castle should be considered through Section 106 agreements with developers. It is included on the Heritage at Risk list (2014) as being a monument at medium risk and considered stable (at time of listing) but its status is likely to change to high risk due to increasing coastal erosion.

2.2 National Policy

The National Planning Policy Framework (NPPF) and its accompanying guidance (NPPG) place great emphasis on protecting and enhancing the historic environment. It is an important component of the National Planning Policy Framework's drive to achieve sustainable development and the appropriate conservation of heritage assets forms one of the 'Core Planning Principles' that underpin the planning system. In addition to normal planning framework set out in the Town and Country Planning Act 1990: the Planning (Listed Buildings and Conservation Areas) Act 1990 provides specific protection for buildings and areas of special architectural or historic interest; the Ancient

Monument and Archaeological Areas Act 1979 provides specific protection for scheduled monuments and the Protection of Wrecks Act 1973 does the same for protected wreck sites. The NPPF (and NPPG) requires that the conservation of heritage assets takes place in a manner appropriate to their significance. It describes heritage assets as a finite resource and considers that effective conservation delivers wider social, cultural, economic and environmental benefits. The NPPG considers conservation as an active process of maintenance and managing change. It requires a flexible and thoughtful approach to get the best out of assets as diverse as listed buildings in every day use to as yet undiscovered, undesignated buried remains of archaeological interest.

2.2.1 Decision Making

The NPPG states that the ability to properly assess the nature, extent and importance of the significance of a heritage asset (and its setting) is integral to understanding the impacts of a development and therefore its acceptability. The NPPF requires proposals that will impact on a heritage asset (or the potential to include a heritage asset) to be accompanied by a description of the asset's significance. This requires as a minimum that the Historic Environment Record be consulted and assets assessed using appropriate expertise (see 3.1.7). Where development is likely to impact on archaeology the submission should include a desk-based assessment and where necessary the results of a field evaluation.

3 HERITAGE AND THE HISTORIC ENVIRONMENT IN WEST SOMERSET (EXCLUDING EXMOOR NATIONAL PARK)

West Somerset has a rich and varied heritage dating back to the Palaeolithic, or Old Stone Age and continuing into the 20th century. Flint axes and woolly mammoth bones can be found along the coast alongside medieval fishweirs and WWII Pill boxes. Inland nationally important archaeological sites such as the Battlegore Bronze Age barrow cemetery in Williton and the Iron Age hillfort of Trendle Ring near Bicknoller highlight this significant aspect of the District's environment. The Castles of Dunster and Stogursey, the monastic remains of Cleeve Abbey; the parish churches within the scattered villages of the District show how important West Somerset was in the medieval period. In later periods the coast has helped shape the identity of much of the area. The Tudor ports of Watchet and Minehead, the Victorian resort of Minehead and the continuing importance of Butlins all highlight the importance of the sea to the fortunes of West Somerset. These heritage assets provide enjoyment and a sense of place for the local population but also have a significant positive economic effect on house prices and tourism.

West Somerset's historic environment and heritage assets are unique and irreplaceable. Assets require appropriate management and protection to ensure their preservation and where possible assets and their settings should be enhanced.

3.1 Facts and figures

3.1.1 Designated assets

Designated Assets are heritage assets which have been designated under relevant legislation and are recognised as nationally important.

3.1.2 Listed buildings

There are 716 Listed Buildings in the district designated under the Planning Act 1990 which hold special historic or architectural interest. Buildings are graded according to the level of interest as Grade I (exceptional), Grade II* (particularly important), or Grade II (special interest). There are 15 Grade I, 56 Grade II* and 645 Grade II listed buildings, these range from the Parish Churches of St Decuman in Watchet, St Michaels in Minehead and Court House in East Quantoxhead through to individual cottages, houses and farms.

3.1.3 Scheduled monuments

There are 81 Scheduled monuments designated under the Ancient Monuments and Archaeological Areas Act 1979 as nationally important by reason of their historic, architectural, artistic, traditional or archaeological interest. They range from numerous Bronze Age barrows and cairns, Iron Age hillforts

like Trendle Ring and Clatworthy Camp, impressive upstanding medieval remains including Cleeve Abbey and Stogursey Castle, medieval fishweirs in Minehead Bay through to a Second World War pillbox at Raleigh's Cross.

3.1.4 Historic parks and gardens

Historic Parks and Gardens are registered by English Heritage under the Historic Buildings and Ancient Monuments Act 1953 for their special historic interest. There are three of these registered landscapes within the district, St Audries/West Quantoxhead landscape park, Fairfield House deer park and Crowcombe Court Park.

3.1.5 Conservation Areas

The district has 11 Conservation Areas designated under the Planning Act 1990 for their special historic or architectural interest, the character and appearance of which it is desirable to preserve or enhance. These Areas range from specific parts of Minehead to smaller villages. These Areas are Minehead (Quay Street, Higher Town, Wellington Square, Whitegate Road, Woodcombe), Alcombe, Holford, Old Cleeve, Stogumber, Stogursey and Watchet.

3.1.6 Areas of High Archaeological Potential

There are seven Areas of High Archaeological Potential (AHAPS) in the district. These AHAPS include Brushford, Carhampton, Crowcombe, Dunster Marsh, Stogumber, Stogursey and Washford. These indicate areas where development is very likely to impact on buried remains. Any development proposals will therefore normally require archaeological assessment and at minimum a statement of significance of any remains likely to be impacted.

3.1.7 Historic Environment Record

The Somerset Historic Environment Record (SHER) is a publically-accessible source of information about the local historic environment. It provides information about designated and non-designated heritage assets, West Somerset currently has 2249 Historic Environment Records, 14 Palaeolithic, 17 Mesolithic, 21 Neolithic, 125 Bronze Age, 10 Iron Age, 41 Roman, 7 Earlier medieval (c. 410-1066), 467 Medieval, 929 Post medieval (16-17th century), 269 Industrial (18-19th century), 252 Modern (20th-21st century) including 155 Second World War and 97 records of uncertain date (cropmarks etc). The SHER also records archaeological evaluations, watching briefs, excavations and other investigations such as geophysical survey (termed events) of which there are 97 records.

4 HISTORIC ENVIRONMENT IN MINEHEAD, WATCHET AND WILLITON

4.1 Historic towns

4.1.1 Minehead

Prehistoric occupation of the area is shown by the Bronze Age barrows of Selworthy Beacon and the Iron Age enclosure and possible field system of Furzebury Brake, which survive on the high ground north of the town. It is possible that the known Iron Age sites on North Hill were the only principal settlements until the 8th or 9th century, for it appears that Roman influence in this area was slight.

By 1086 there were agricultural settlements at Minehead and Alcombe and several other hamlets and farmsteads in the area, including Periton, Staunton and Woodcombe. The manor of Minehead passed to the Mohuns after the Norman Conquest and was subsequently administered from Dunster Castle. For three hundred years, Minehead remained essentially a small, scattered agricultural and fishing settlement on a feudal estate (Gathercole 2003).

From the late medieval period until the late 18th century, Minehead's history was dominated by the fortunes of its quays. The early harbour area lay on a creek some way south of the present quay, at the then mouth of the Bratton Stream. During the reign of Henry VIII, the town possessed more ships suitable for naval use than any other Bristol Channel port. At the accession of Elizabeth I in 1558, Minehead was one of only two Somerset ports with port and custom officials.

George Luttrell embarked on the Newe Key, which forms the basis of the present harbour. This was usable by 1605 and more or less completed by 1616. The new harbour had a dramatic effect on Minehead's fortunes. Population, which had declined in the later years of Elizabeth's reign, began to rise and the town expanded, particularly around the quay and the market, as trade boomed. In 1626, Minehead was one of 24 English and Welsh seaports ordered to fortify against possible Spanish attacks. The town saw action during the Civil War in 1642 and 1643 (Gathercole 2003).

Trade and the fisheries declined dramatically in the later 18th century and this decline was mirrored in the general fortunes of the town. The population fell, from 2000 in 1790 to 1480 by 1830.

Minehead began to develop as a resort in the 19th century and the coming of the railway in 1874 had a dramatic effect on the town. Day-trippers now had direct access to the town, its economy benefitted enormously and the town grew rapidly once again. With the outbreak of war in 1939, evacuees were located in the town. In 1962, Butlin's holiday camp opened. This has risen to be Butlin's "flagship" centre and draws thousands of visitors to the town each year.

4.1.2 Watchet

Pre-Saxon activity in the vicinity of Watchet is suggested by the British origin of the name (gwo coed -under the wood); by the dedication of the church of St Decuman, and by scattered finds of prehistoric and Roman material (the latter on Cleeve Hill). The parish of St Decuman, in which Watchet lay until 1974, descended from the royal hundred of Williton; Watchet would have been the port and trading area associated with the royal estate at Williton itself. There must have been a fort by at least the tenth century and an associated trading centre may have been in existence by the time of Alfred (871-90). Watchet had a mint from c. 980, which remained operational into medieval times. The settlement suffered repeated Viking raids during the tenth century, and the Anglo-Saxon Chronicle implies that it was at least partially destroyed in 997 (Gathercole 2003).

In 1086, a mill and an agricultural estate are recorded at Watchet and the area was part of the estates of William de Mohun, who built Dunster castle. The St Decuman's area of Watchet was important in the cloth industry and fulling mills had been established by 1318. Limestone, seaweed (kelp) and fisheries were also important in the medieval period.

Catastrophic storms in the 1450s virtually destroyed Watchet's harbour and swept part of the town away. Customable trade seems to have ceased for a while after this, but the port recovered somewhat in the sixteenth and seventeenth centuries. The harbour was cleaned out and a new pier was built during the reign of Queen Elizabeth I (1558-1603). Trade, mainly with Bristol and Wales, grew in salt, coal, wine and livestock; smuggling was also a significant aspect of the local economy in the seventeenth century. However, despite further repairs to the harbour in the early eighteenth century, silting became a problem and Watchet declined as Minehead grew.

Between 1794 and 1840, new businesses flourished including the foundry and, briefly, shipbuilding. In the mid-nineteenth century, the iron ore mines opened on the Brendon Hills. The coming of the railways (West Somerset Mineral Railway, 1858-9; West Somerset Railway to Taunton, 1862, extended to Minehead 1874) and the rebuilding of the harbour (after another storm) and seafront were associated with the growth of the ironstone trade. Although the harbour redevelopment destroyed the old beach, Watchet was nevertheless a minor resort in the 1870s, with hotels and a bathing place for ladies. This was the last marked expansion of Watchet. The harbour was badly damaged again in 1901 and it was in part to enable the repair of this that Watchet Urban District Council was formed in 1902. Watchet's current harbour was enhanced and rebuilt in c. 1998 (Gathercole 2003).

4.1.3 Williton

The Doniford gravels, on which Williton lies, have produced many Palaeolithic artefacts and both Mesolithic and Neolithic material has also been found in the vicinity. There is definite evidence of a later prehistoric (Neolithic/Bronze age) presence at or near the site of Williton itself in the shape of the barrows (Graburrows) of Battlegore, just to the north-west of the modern settlement (Gathercole 2003).

There is a Roman settlement near to Williton on the Doniford road. It is only from the Saxon period onwards that Williton emerged as a distinct settlement. The name is of Saxon origin; the ton element is derived from the Old English word tun meaning the estate on the Willet and the place was an administrative centre of a major royal estate, linked to Cannington and Carhampton and lying on the route between them. There was also a royal hunting lodge at Williton and as a royal administrative centre there must have been a settlement of some status by this date, if not necessarily of any great size. Whilst the location of the Saxon settlement is uncertain, most indicators point to the area around and to the north of the church.

It was in the 1860s with the arrival of the West Somerset Railway that Williton came to prosper as a small market town, a commercial as well as a governmental centre. The town operated in partnership with Watchet and some firms, including the Gliddon's family enterprises – blacksmithing, garage etc, which were probably the most important 19th century industrial operations (Gathercole 2003).

5 HERITAGE AND THE HISTORIC ENVIRONMENT STATEMENT: KEY STRATEGIC SITES

5.1 Settings assessment methodology

The setting assessments for all Key Strategic Sites have been carried out in accordance with the guidelines set out in The Setting of Heritage Assets (English Heritage 2011). The non-metric criteria used has been derived from the Design Manual for Roads and Bridges, Volume 11, Section 3, Part 2, Table 5.1, with qualitative assessment descriptions taken from Tables 5.3 & 5.4 of this document (Highways Agency 2009). The assessment is in accordance with the criteria set out in the English Heritage publication Conservation Principles: Policy and Guidance for Sustainable Management of the Historic Environment (English Heritage 2008).

5.2 Minehead/Alcombe Key Strategic Sites: LT1 and MD2

Eight heritage assets have been determined as having a setting which could be impacted by the development of the Minehead/Alcombe LT1 & MD2 Key Strategic Sites.

5.2.1 Assessment of significance

In order carry out a full settings assessment, the significance of the heritage assets together with their heritage values must initially be established. This assessment of significance is set out below.

5.2.2 Exmoor National Park

Exmoor National Park was designated in 1954 with the aim of conserving and enhancing the natural beauty, wildlife and cultural beauty, within an area which once included the synonymous former royal forest. While the National Park is essentially a landscape designation, there is an overall significant historic environment component, which may be considered to be of High Significance. The overall heritage values of this 'significance' are considered to be evidential, historical, aesthetic and communal. However, not all of these heritage values can be applied to the area of the National Park that lies to the south of the proposed Key Strategic Sites LT1 & MD2.

The Somerset County Council Historic Landscape Characterisation 1999-2000 (SCCHLC) describes this area as forestry. Prior to this, the 2nd edition, Ordnance Survey maps of 1904 show much of this currently wooded area, to have been a combination of enclosed woodland, forestry and moorland. A number of lithic scatters (e.g. PRN 35241) have also been identified in the vicinity. These reflect the early prehistoric exploitation of the upland moors and littoral zones, typical of this part of the West Somerset coastline.

Significance

The significance (value) of this historic environment component of the area of the National Park to the south of the Key Site is therefore considered to be evidential on the basis of its archaeological potential and historical, but only in as much as it illustrates relatively recent changes in land use i.e. mid to late 20th century forestation of the lower slopes of Hopcott Common. The historic land use prior to forestation was in fact much more in keeping with the historic environment typical of this part of the National Park.

5.2.3 St Michael's Church & Higher Town Conservation Area (PRN 33769 & LB No. 391228)

St Michael's Church is Grade II* listed designated heritage asset and therefore nationally important. The church is mainly 15th century, with an earlier porch and 14th century aisle. The church was heavily restored in 1880. A Grade II listed cross is situated in the churchyard (PRN 33770/LB No. 391225). The church occupies a prominent position on North Hill, overlooking Church Town and Minehead Bay.

Significance

The church is considered to be of High Significance. The heritage values of the church are considered to be:

- Evidential due to its documentary and archaeological potential regarding an earlier foundation of the church and the subsequent use of the existing building as place of Christian worship;
- Historical (illustrative) as it is a surviving example and a visible reminder of the role of Christian worship and the symbolic protection it offered to the local community from the 14th century at least;
- Aesthetic in terms of its design value i.e. the aesthetic qualities generated by the architectural design and craftsmanship which have continued to evolve since the church's initial foundation; and,
- Communal due to its symbolic value as a place of worship.

Higher Town Conservation Area

The Higher Town Conservation Area encompasses the settlement of Church Town and surrounding suburban development on North Hill. The early settlement of Church Town was focused on the medieval Church of St Michael, an important landmark in Minehead. The initial settlement comprised a mixture of tenements, cottages and farms linked by a network of steep and narrow cobbled lanes. This earlier settlement is now recognisable by groups of close built, simple vernacular buildings, typically of colour-washed rendered walls, steep thatched or slate roofs, tall stacks and small casement windows, which range in date from the 16th to 19th century. The majority of these buildings are listed. During the early 20th century a series of new roads and building plots were laid out to offer high quality housing for an influx of wealthy residents, as the motor car made the natural beauty of Minehead increasingly fashionable and accessible. The villas of North Hill reflect the vernacular revivalist style of domestic Edwardian architecture and were deliberately complemented by their impressive panoramic views of coast, town and surrounding upland. A good number of these villas are now listed or of local interest and are important landmarks from lower Minehead.

Significance

The Higher Town Conservation Area is considered to be of High Significance. In accordance with English Heritage guidance, the heritage values of this significance are considered to be:

- Evidential due to its documentary and archaeological potential regarding the establishment of the medieval settlement of Church Town;
- Historical (illustrative) as it provides a visible evidence of medieval and later settlement in Minehead, and;
- Aesthetic in terms of the architectural design of the buildings within the Conservation Area and group harmony.

5.2.4 Whitegate Road Conservation Area

The Whitegate Road Conservation Area was developed during the early 20th century. The larger houses on Alcombe Road were designed in the vernacular revival style using traditional materials. The setting of Whitegate Road Conservation Area is considered to be early 20th century suburban housing on the outskirts of Minehead.

Significance

The Whitegate Road Conservation Area is considered to be of High Significance. The heritage values of this significance are considered to be:

- Historical (illustrative) as it contains examples of early 20th century vernacular revival style large town houses; and,
- Aesthetic as the buildings within the Conservation Area have importance in terms of their architectural design and group value.

5.2.5 Adjacent hamlets and other buildings

Lower Hopcott is recorded on the tithe map of 1840 as a 'house bartons and gardens, with a 'potato garden' which belonged to the Luttrell Estate. The building is late 19th century in date with early 20th century additions. Higher Hopcott Farm (PRN 16437) is a formerly listed large 19th century farmhouse positioned at the head of a valley.

Periton is a former hamlet thought to be pre-conquest in origin, with medieval documentary references. The hamlet once contained good examples of local vernacular architecture but many have since been demolished, altered or extended. The small number of surviving historic buildings are predominantly 18th and 19th century in date; these include the Grade II listed row of six cottages at Periton Cross (Nos. 120-128 Periton Lane: PRN 30123/LB No. 391198).

Periton Road/Hopcott Road Villas comprise a group of gentlemen's villas situated on elevated land above Hopcott Road and Periton Road, with wide panoramic views towards the Bristol Channel. These villas, which are late 19th/early 20th century in date include Gordon Lodge, Odell Court (Little Odell House), Periton Mead (PRN 24515) and Elm Croft.

Significance

Both the Higher and Lower Hopcott farmsteads are considered to be of Low Significance, with their heritage values being primarily historical, both illustrative and associative (i.e. former late 19th century farmsteads on the fringe of Minehead, one at least associated with the Luttrell family estate).

Periton is considered to be of Low Significance, with its heritage values being evidential in terms of its archaeological and documentary potential, and historical in that it is known to have originally been an isolated hamlet with pre-conquest origins. The Grade II listed cottages are of Medium Significance. Their heritage value is considered to be aesthetic and historical (illustrative) i.e. good surviving examples of mid 19th century architectural design.

None of the gentlemen's villas along Periton/Hopcott Road are listed, and they are therefore considered to be of Low Significance. Their heritage values are again historical (illustrative) in that they are good examples of this type of late 19th early/20th century settlement on the outskirts of coastal resorts like Minehead.

5.3 Assessment of setting

The impact of the proposed scheme upon the setting and therefore significance of the relevant heritage assets has been assessed in accordance with the following methodologies outlined in the English Heritage publication *The Setting of Heritage Assets* (English Heritage 2011).

Step 1: Identify which heritage assets and their settings are affected;

Step 2: Assess whether, how and to what degree these settings make a contribution to the significance of the heritage assets;

Step 3: Assess the effects of the proposed development, whether beneficial or harmful, on that significance; and,

Step 4: Enhancement and mitigation.

5.3.1 Step 1: Identify which heritage assets and their settings are affected

The following criteria have been used to determine the inclusion of heritage asset/groups of heritage assets in this settings assessment:

- There is intervisibility between the asset and the proposed Minehead/Alcombe Key Strategic Sites LT1 & MD2; and,
- The asset has a setting susceptible to visual intrusion. On the basis of the above selection criteria, the following heritage assets have been included in this assessment.

5.3.2 Exmoor National Park

The northwest boundary of Exmoor National Park lies some distance to the south of the Minehead LT1 & MD2 key strategic areas. The current setting of this area of the National Park is agricultural land (pasture fields bounded by hedgebanks with hedgerows) on the steep north-facing lower slopes of Hopcott Common. The area comprises land, which is recorded in the SCC HLC as being enclosed between the 17th to 19th centuries. Some of these steeper slopes have been quarried in the later post-medieval period (e.g. Lower and Higher Hopcott Quarry – PRNs 18667 & 18668). Lithic scatters have also been recovered in the vicinity (e.g. PRN 35241).

The significance of the historic environment element of the area of the National Park to the south of the proposed key strategic allocation areas has been established as being evidential and historical.

5.3.3 St Michael's Church & Higher Town Conservation Area

The parish church of St Michael's occupies a prominent position on the south facing slope of North Hill overlooking the historic core of Church Town and Minehead Bay. Historically the church would have formed the focal point for the development of this part of Minehead. This is reflected by the surrounding pattern of settlement and road network. The church tower is a prominent local landmark. During the early post medieval period it is reputed to have had a beacon light for ships approaching the harbour. The local setting of the church is provided by the church precinct and surviving historic core of Church Town (Higher Town Conservation Area), while its topographic location can be considered to provide a wider landscape setting.

The Higher Town Conservation Area encompasses much of the surviving earlier core of the town on North Hill, and includes the church, and churchyard, and a series of tenements, cottages and farms linked by a network of steep and narrow cobbled lanes. The buildings form a harmonious group, many of which are listed and therefore important in their own right. The setting of the Conservation Area comprises rural land to the north, and the later post medieval/modern expansion of the town to the south. The LT1 & MD2 key strategic areas are clearly visible from the church and Conservation Area.

5.3.4 Whitegate Road Conservation Area

The Whitegate Road Conservation Area was developed during the early 20th century. Its setting currently comprises early 20th century suburban housing on the southeast outskirts of Minehead. The Conservation Area lies less than 100m from the MD2 Key Strategic Site.

5.3.5 Adjacent hamlets and other buildings

Higher Hopcott Farm (PRN 16437) is positioned in a rural location, on the west side of a combe, overlooking Minehead. The LT1 & MD2 allocation areas lie immediately downslope on agricultural land to the north of the farm.

Lower Hopcott is located to the southeast of Periton Cross in a semi-rural setting on the southern outskirts of Minehead. The buildings will be encompassed by the LT1 & MD2 key strategic areas.

Periton is a former isolated hamlet, with early origins which has gradually been encroached upon by the modern southwest expansion of Minehead. Periton lies on the northeast edge of the LT1 allocation area. The row of six Grade II listed cottages is situated on the northwest side of Periton Cross; there will be intervisibility between the cottages and the LT1 allocation area.

Periton Road/Hopcott Road Villas are all situated on higher ground to the south of Hopcott Road and Periton Road, in a semi rural location. All four will be enveloped by the development of the LT1 & MD2 allocation areas.

5.3.6 Step 2: Assess whether, how and to what degree these settings make a contribution to the significance of the heritage asset

For the purposes of this study, the settings of the heritage assets discussed above have been assessed with consideration of the following attributes, where appropriate:

The physical surroundings of the asset, including their relationship with other heritage assets; and, The way the asset is appreciated; and, the asset's associations and patterns of use.

5.3.7 Exmoor National Park

The current setting of the area of the National Park, which lies in closest proximity to the proposed key strategic allocation sites, comprises agricultural land (pasture), which was enclosed between the 17th-19th centuries. This setting provides a visual, undeveloped rural buffer between the town and the forested area of the National Park boundary, which is further defined by the A39, Hopcott Road/Periton Road. While the setting includes elements of the historic environment, which date to an earlier period, any association or historic patterns of land use between the setting and the historic landscape identified will have been disturbed by the 20th century plantations.

5.3.8 St Michael's Church and Higher Town Conservation Area

The setting of St Michael's Church is provided locally by the churchyard and the surviving historic core of Church Town. This is further enhanced by its relationship with other elements within the churchyard such as the Grade II listed cross, and its dominant location within the Higher Town Conservation Area, which has clearly influenced the surrounding settlement and street pattern. The topographic location is significant in terms of its visual appreciation, particularly given its historical association with the Bristol Channel. All of these elements of setting provide a positive contribution to the manner in which the church is presently experienced and appreciated in terms of its local and wider landscape context. These characteristics of setting contribute particularly to the historical heritage value identified as part of the significance of the church.

The current setting of the Higher Town Conservation Area is intrinsic to its character and appearance. The settlement of Church Town was deliberately located at the foot of St Michael's Church on the steep facing slope of North Hill. This location offers good views out across the Bristol Channel, down into Minehead and the surrounding countryside together with shelter for the settlement from inclement maritime weather. Its location and therefore setting is integral to the establishment of Church Town and the subsequent development of this part of Minehead. The current setting therefore provides a positive contribution to the appearance and nature of the Conservation Area in terms of its historical heritage value.

5.3.9 Whitegate Road Conservation Area

The current setting of the Whitegate Road Conservation Area, which is considered to be confined and inward looking in character, is provided by later 20th century suburban expansion of Minehead. This setting is considered to be benign in terms of its overall contribution to the appearance and nature of the Conservation Area in terms of its heritage values.

5.3.10 Adjacent hamlets and other buildings

The settings of Lower Hopcott, Higher Hopcott Farm (PRN 16437), Periton and the Periton Road/Hopcott Road Villas comprise rural/semi rural locations on the southern fringe of Minehead.

Higher Hopcott Farm is still situated in a rural location, which to date has only been marginally encroached upon by modern development on the lower slopes of Hopcott Common, down towards Minehead. This setting does therefore contribute to the historical heritage value of the building in that it still retains its historical character as an isolated rural farmstead on the outskirts of Minehead.

Periton was originally an isolated hamlet with early origins. Its gradual encroachment by the modern expansion of Minehead does not enhance the significance of the hamlet in terms of its historical heritage value. The setting of Lower Hopcott, once an isolated rural farmstead, has similarly been encroached upon by the southern expansion of Minehead, resulting in a similar impact upon its historical character. The rural setting of the six Grade II listed cottages at Periton Cross has also been encroached upon by the modern suburban expansion of Minehead. However this wider setting is not considered to be intrinsic to the setting of these houses.

The settings of the four villas have also been compromised by modern expansion of the town. These 'gentlemen's' villas were intentionally sited on the rural outskirts of Minehead, at isolated intervals on higher land above Hopcott Road/Periton Road, with panoramic views across a rural landscape

to Minehead town and the bay. The current setting does not therefore positively contribute to their historical significance.

5.3.11 Step 3: Assess the effects of the proposed development, whether beneficial or harmful, on that significance

The range of effects of the development of the key strategic allocation areas on settings, and the degree of harm or benefit to the significance of each asset has been evaluated using guidance provided in Section 4.2 of The Setting of Heritage Assets. The key attributes affecting setting and therefore significance are considered to be:

- Location and siting;
- Form and appearance;
- Additional effects; and,
- Permanence.

5.3.12 Exmoor National Park

Minehead is enveloped by the northeast edge of Exmoor National Park. Consequently any developments on the fringe of Minehead will result in the encroachment of development towards the National Park Boundary. The development of the two Key Strategic Sites MD2 (residential development) & LT1 (long term unspecified strategic development) will result in a modern extension of the built environment on the southern fringe of Minehead, effectively extending the town of Minehead towards the boundary of the National Park. While this will result in a permanently visually intrusive addition to the wider, semi-rural landscape south of the A39, Hopcott Road/Periton Road, which broadly defines the current edge of development, these impacts will be localised in terms of overall impact upon the National Park (See plate 1, Appendix 1).

The proposals will not interfere with the understanding of the function or evolution of the historic landscape within this area of the National Park. The fundamental characteristics and elements of the historic environment within the National Park will not be significantly altered. The visual impact of the proposed development areas will not affect the heritage values identified for this area of the National Park, and therefore its significance.

The magnitude of impact upon this heritage asset is considered to be Negligible, with the significance of effects therefore being considered Slight. In accordance with the National Planning Policy Framework, the impact upon the setting of this heritage asset is therefore considered to be less than substantial.

5.3.13 St Michael's Church and Higher Town Conservation Area

The topographic location of St Michael's Church and Higher Town Conservation Area, combined with the location of the proposed allocation areas, and the nature of the development will result in development of an area of agricultural land that currently visually separates Minehead from the boundary of Exmoor National Park. However this visual intrusion will not impact upon the significance of the church or Conservation Area in terms of the heritage values identified.

The visual intrusion of the proposed development will not interrupt the key elements of the immediate setting of the church, which are related primarily to the church precinct, the cross and the historic core of the town. The proposed development will not significantly diminish the value of the church as a historical focal point within the settlement, and the church tower as local historic landmark in its wider landscape context. The visual impact of the proposed development will not therefore affect the understanding or historical significance of the church in terms of its setting.

Despite the intervisibility between the allocation areas and the Conservation Area, the development of the LT1 & MD2 allocation areas will not significantly affect its character or appearance. There will therefore be no impact upon the setting and therefore historical significance of the Conservation Area.

The magnitude of impact upon these heritage assets is considered to result in No Change, thereby resulting in a Neutral significance of effects. In accordance with the National Planning Policy

Framework, the impact upon the setting of this heritage asset is therefore considered to be less than substantial.

5.3.14 Whitegate Road Conservation Area

The Conservation Area is primarily inward looking and detached from other key sites by later development. Despite its close proximity to the allocation areas, there will be no impact upon the setting and therefore significance in terms of the aesthetic and historical heritage values identified.

The magnitude of impact upon this heritage asset is considered to result in No Change, thereby resulting in a Neutral significance of effects.

5.3.15 Adjacent hamlets and other buildings

The development of the LT1 & MD2 Key Strategic Sites will result in the loss of the rural/semi rural settings and approach for Lower Hopcott, Higher Hopcott Farm, Periton (& the Grade II listed buildings) and the villas on Periton Road/Hopcott Road.

The magnitude of impact is considered to be Major for Lower Hopcott and the Hopcott/Periton Road villas, resulting in a Moderate/Slight significance of effects. The magnitude of impact is considered to be Moderate for Higher Hopcott and Periton (and its listed buildings) resulting in a Slight significance of effects. In accordance with the National Planning Policy Framework, the impact upon this heritage asset is therefore considered to be less than substantial.

5.3.16 Summary Table

Location	Key Strategic Sites	Heritage Asset	Significance	Magnitude of Impact	Significance of Effects
Minehead	LT1 & MD2	Exmoor National Park: historic landscape	High	Negligible	Slight
	LT1 & MD2	St Michael's Church: Grade II* Listed building	High	No Change	Neutral
	LT1 & MD2	Higher Town & Whitegate Road Conservation Areas	High	No Change	Neutral
	LT1 & MD2	Lower Hopcott	Low	Major	Moderate/Slight
	LT1 & MD2	Higher Hopcott Farm	Low	Moderate	Slight
	LT1 & MD2	Periton & Periton Cottages: Grade II listed buildings	Low	Moderate	Slight
	LT1 & MD2	Late 19th/early 20th century villas on Hopcott/Periton Road	Low/Medium	Major	Moderate/Slight

5.3.17 Designated heritage assets excluded from this assessment

The following heritage assets have been excluded from this assessment despite their intervisibility with the key strategic allocation areas, because the development of the proposed Key Strategic Sites is not considered to have an impact upon their settings.

Minehead and Alcombe Conservation Areas

The Alcombe, Quay Street, Wellington Square and Woodcombe Conservation Areas all lie at sufficient distance to the proposed Key Strategic Sites such that there are considered to be no potential impacts upon their settings.

Kildare Lodge Inn (PRN 30162/LB No. 391259)

Kildare Lodge Inn is a Grade II* listed house, now a hotel, which was built in 1903 in the Arts and Crafts style. Despite its proximity to the MD2 Key Strategic Site, there are considered to be no potential impacts upon its setting.

5.3.18 Step 4: Enhancement and mitigation

Opportunities should be sought to offset any impacts of the development by public realm enhancement schemes within Minehead. At the master-planning stage, mitigation requirements for

the Minehead/Alcombe LT1 & MD2 should consider the use of soft landscaping, green spaces and sympathetic design in terms of appearance.

Policies which seek to provide enhancement and mitigation for these schemes are contained within the Draft West Somerset Local Plan to 2032.

5.4 Archaeological assessment

The Somerset Historic Environment Record contains the following records within the boundaries of the two areas:

PRN	DESCRIPTION
18667	Lower Hopcott Quarry, Lower Hopcott, Minehead
18668	Higher Hopcott Quarry, Little Hill, Lower Hopcott, Minehead
18669	Miniature Rifle Range, Higher Hopcott Quarry, Minehead
24515	Periton Mead, Periton Road, Minehead
29967	Second World War road block and pillbox site, Periton Road, Minehead
33780	Victoria Brick and Tile Works, Alcombe, Minehead

The presence of prehistoric lithic finds across the areas indicates a high potential for Mesolithic and Neolithic remains across both areas. The Mesolithic is severely under-represented in Somerset, so remains relating to this period could be very significant. There is also evidence of medieval activity in the form of cropmarks. The post-medieval period is well represented with buildings, industrial structures/features and WW II defences. Recent investigations at Ellicombe have indicated Bronze Age funerary activity in similar topographic circumstances (on the lower slope of the hill). The areas are predominantly Greenfield which means that their full potential for significant heritage assets cannot adequately be assessed from existing records.

5.4.1 Archaeological requirements

Programmes of archaeological field evaluation would be required prior to determination of individual planning applications. This would involve geophysical survey followed by trial trenching. The results of the evaluation would be used to inform the masterplan and to formulate mitigation strategies.

5.5 Williton Key Strategic Sites: WI2

5.5.1 Assessment of significance

In accordance with the guidelines set out in The Setting of Heritage Assets (English Heritage 2011), Battlegore barrow cemetery is the only heritage asset identified as having a setting which could be impacted by the development of the WI2 Key Strategic Site. In order to carry out a full settings assessment, the significance of the heritage asset together with its heritage values must initially be established.

5.5.2 Battlegore barrow cemetery (PRN 35378/SM 1019032)

The Battlegore barrow cemetery (PRN 35378/SM 1019032) is a scheduled monument situated at the foot of the northwest edge of the Quantock Hills, to the west of Doniford Stream, in a natural basin, which is partially occupied by the town of Williton. The upstanding remains comprise three relatively well-preserved bowl barrows (PRNs 30238, 34186 & 34187) and the remains of a possible chambered tomb (PRN 34188). Aerial photographs show a large enclosure around the chambered tomb, two further ring ditches (PRNs 35440 & 35441) and other marks around the upstanding earthworks. The northern barrow was excavated by Harold St George Gray in 1931. The mound may be surrounded by 'satellite' cairns, which are a common feature of Quantock barrows. The monuments are thought to be late Neolithic/Bronze Age in date, with the possible chambered tomb forming the focus for later Bronze Age activity. The Balliol College manuscript (c. 1631-72) documents the cemetery as being the scene of a battle against Danish invaders in 918 or 988AD. This tradition is based upon the field names (Grabburrow), burials and weapons found. Whilst there is no direct archaeological evidence to prove this tradition, Saxon re-use of Bronze Age cemeteries is well attested elsewhere in Britain.

The cemetery would appear to be linear in form, broadly north to south aligned and situated on the edge of a low lying area (flood plain) to the west of Doniford Stream or its predecessor. The position of the cemetery does suggest an intended relationship with Doniford Stream. The possible presence

of a low lying ritual landscape is further supported by the results of archaeological investigations carried out in the vicinity. A series of Bronze Age ritual pits (PRN 16125) were found just west of Doniford Stream, to the north of Williton during a watching brief in 2002. The southern area of the cemetery is surrounded by the remains of a series of conjoined ditched enclosures which are visible as cropmarks (PRN 22814). The cropmarks may represent the remains of a prehistoric or Roman settlement and associated field system. The series of enclosures appear to respect and curve around the barrows in the southern part of the cemetery (PRNs 35441, 35440 & 34187). No archaeological features were identified during a later evaluation of the southernmost area of the WI2 Key Strategic Site (PRN 32263).

The cropmarks of two prehistoric enclosures have also been recorded to the north of Williton, together with the remains of a series of ditches (PRN 24570) which could be associated with the enclosures or later Roman settlement also recorded in the vicinity. No archaeological features relating to any associated settlement were identified during a geophysical carried out on land to the north and west of the cemetery on the line of the West Somerset Link Road in 1993 (PRN 28826).

Barrow cemeteries like Battlegore frequently occupy prominent locations; it is a major archaeological and historic element in the modern landscape. Archaeological investigations have demonstrated that the cemetery contains important archaeological deposits and environmental evidence relating to the monument group and the landscape in which it was constructed. Its significance is enhanced by the presence of the burial chamber, a comparatively rare feature of probable Neolithic date, which is one of the oldest-surviving, visible monuments in the area. This diversity and longevity as a monument type also provides important information on the variety of beliefs and social organisation amongst early prehistoric communities.

Significance

This asset may be considered to be of High Significance. Its heritage values are considered to be primarily evidential due to the archaeological potential cited previously. The cemetery also has a historical value; associative due to the suggestion that the cemetery is reputed to have been the location of a battle against Danish raiders, and an illustrative because they are surviving examples of a prehistoric burial practice, providing visual evidence of Late Neolithic/Early Bronze Age ritual tradition.

5.5.3 Assessment of setting

The settings assessment has been carried out in accordance with the methodologies outlined previously.

5.5.4 Step 1: Identify which heritage assets and their settings are affected

Battlegore barrow cemetery, which is of High Significance, lies adjacent to the western WI2 key strategic development site. The topographic location of the cemetery currently offers wide open views to the surrounding area. As discussed previously there may be an intended relationship with Doniford Stream or its predecessor, possibly in the context of a wider ritual landscape. The western WI2 Key Strategic Site lies on slightly higher ground to the west of the cemetery; there will be intervisibility between the monument and allocation area.

The designated area itself is currently split over two fields. The northern field is grassland. It contains the remains of an upstanding earthwork round barrow (PRN 30238), the possible chambered tomb (PRN 34188) and satellite cairns identified by Gray in 1931. The southern field is currently under plough and includes the remains of two earthwork round barrows (PRNs 34186 & 34187) excluded from ploughing and covered in grass, and the soilmarks of two further ring ditches. The two fields are currently separated by a hedgebank and hedgerow. The cropmark remains of a possible prehistoric or Roman settlement surrounds the southern part of the cemetery (PRN 22814).

The current setting of the barrow cemetery comprises agricultural land, which is described by the SCCHLC as being enclosed before the 17th century. The form and sinuous nature of the field boundaries together with a review of cartographic evidence suggests that these fields were originally enclosed from the former medieval open fields, which once surrounded the medieval settlement of Williton. The subsequent removal of these boundaries is likely to be the result of modern agricultural

practices. The barrows therefore exist within a late medieval/early post medieval enclosure landscape which has been modified in the 20th century.

5.5.5 Step 2: Assess whether, how and to what degree these settings make a contribution to the significance of the heritage asset

While the present setting of the Battlegore barrow cemetery (i.e. agricultural land enclosed prior to the 17th century) does not fully resemble the 'open' environment in which the monuments were initially constructed, the removal of one of the field boundaries has resulted in the creation of a more open landscape in terms of setting. However the presence of the remaining hedgerow does interfere with the intended immediate intervisibility between the monuments. The continued ploughing of the sub-surface ring ditches and associated remains is having a negative impact through the constant degradation of any surviving remains. The current setting does not however prevent an understanding of the historic function of the surviving landscape.

With respect to the wider landscape setting of the monument, the physical surroundings and topographical location of the cemetery on the edge of the Doniford Gravel floodplain does suggest an intended relationship with Doniford Stream or its predecessor, perhaps in relation to a wider ritual landscape. Its current setting on the western edge of Williton does therefore impede any intended relationships.

5.5.6 Step 3: Assess the effects of the proposed development, whether beneficial or harmful, on that significance

The northern section of the western WI2 strategic allocation area lies adjacent to the Battlegore barrow cemetery. The location (partially on slightly higher ground above the cemetery) combined with the permanence and nature of the proposed development will result in the cemetery effectively becoming 'sandwiched' between two areas of modern built environment, thereby removing the current open views from the monument to the south and southwest. This current sense of openness is considered to be an essential characteristic of the setting of the cemetery, which has already been compromised by the western expansion of the town (see Plate 2 Appendix 1).

The magnitude of impact upon this heritage asset is considered to be Moderate, with the significance of effects therefore being considered Moderate/Large. In accordance with the National Planning Policy Framework, the impact upon this heritage asset is therefore considered to be substantial (see mitigation below).

5.5.7 Summary Table

Location	Key Strategic Sites	Heritage Asset	Significance	Magnitude of Impact	Significance of Effects
Williton	WI2	Battlegore Cemetery: Scheduled Monument	High	Moderate	Moderate/Large

5.5.8 Step 4: Enhancement and mitigation

The level of effect is such that a feasible mitigation measure would be an enhancement scheme for the cemetery, which could be set out in a monument management plan and supported by Local Plan policy. By taking the cemetery out of cultivation, providing public access and interpretation, there would be a significant opportunity to enhance public appreciation of the significance of the monument.

At the master-planning stage mitigation requirements for the key strategic WI2 sites should consider the use of soft landscaping, green spaces and sympathetic design in terms of appearance.

Policies which seek to provide enhancement and mitigation for this scheme are contained within the Draft West Somerset Local Plan to 2032.

These mitigations aim to enhance the immediate environs of the designated asset in order to offset the substantial impact on their wider setting, leading to an overall impact reduction (medium impact).

5.6 Archaeological assessment

The Historic Environment Record contains the following records within the boundaries of the areas:

PRN	DESCRIPTION
15832	Watching brief (2002), Williton flood relief scheme
22815	Mound site, W of Williton
28817	West Somerset Link Road fieldwalking (1995)
28824	Geophysical survey (1993), N of Williton
32263	Evaluation
35383	Village site, Williton

Adjacent to the boundaries are further records which indicate the potential for further remains within the areas. In particular:

PRN	DESCRIPTION
22814	Enclosures, Battlegore, N of Williton
30238	Excavation (1931), Battlegore barrow cemetery, Williton
34185	S Barrow, Battle Gore, Williton
34186	S Barrow, Battle Gore, Williton
34187	S Barrow, Battle Gore, Williton
34188	S Burial Chamber, Battlegore, Williton
35378	S Battlegore barrow cemetery, north of Williton
35440	S Ring ditch, Battle Gore, Williton
35441	S Ring ditch, Battle Gore, Williton

The evaluation (PRN 32263) covered the southern half of the eastern Key site and the results show there are no buried archaeological assets in that area. However as shown by the designated heritage assets, there is a high potential for significant prehistoric remains in the field close to the monuments.

5.6.1 Archaeological requirements

Programmes of archaeological field evaluation would be required prior to determination of individual planning applications. This would involve geophysical survey followed by trial trenching. The results of the evaluation would be used to inform the masterplan and to formulate mitigation strategies.

5.7 Watchet Key Strategic Sites: LT1 & WA2

5.7.1 Assessment of significance

5.7.2 Daw's Castle, Cleeve Hill (PRN 34164/SM 33712)

The earthworks which comprise Daw's Castle are thought to be the remains of a Saxon burh. It would have been one of a chain of forts and coastal lookout posts, which overlooked the Bristol Channel. The fort is located on the cliff top edge of Cleeve Hill, a tapering spur of land overlooking the town of Watchet to the east and bounded by the Washford Stream Valley to the south and the Bristol Channel to the north. Cleeve Hill has extensive inland views to the Brendon Hills and Exmoor to the south and west, and the Quantock Hills to the east. It is a scheduled monument and therefore nationally important. The original ramparts are believed to have formed an earthwork enclosure, but coastal erosion has resulted in their partial loss. The monument suffered further damage by the construction of three limekilns in the mid to late 19th century (PRN 16053/LB No. 264614).

The currently surviving remains comprise a curvilinear, broadly east to west aligned earthwork bank some 180m in length, which encloses approximately 2ha of land. The very eastern section appears to be cut by the B3139. Aerial photographs show an unscheduled section lying in the adjacent field, thought to be the site of a minster (see below). The monument was formerly more extensive; the Ordnance Survey 1:2500 map of 1888 shows the traces of a broadly northeast to southwest aligned bank extending from the cliff edge at the northern end of the curving scarp. Daw's Castle is situated on land which is described by the SCC HLC as having been recently enclosed (18th to 21st) century; map evidence suggests that this had occurred by the mid to late 19th century.

Excavations in 1982 revealed that the monument has two distinct phases of construction (Gathercole 2003). The first phase is thought to date to 871-899AD, during the reign of King Alfred. This initial phase of construction comprises a wide bank revetted by a 0.6m high mortared stone wall. The

second phase replaced the earlier phase and comprised a 3.5m high stone wall in front of a c.8m wide bank, with a c.10m wide berm in front with a ditch. It is thought to be 10th century in date, and a response to the Viking Raids. The dimensions of the second phase are comparable with other Wessex burhs (Gathercole 2003). A number of east to west orientated graves were found in the 19th century during the construction of the limekilns. The burials were reputed to be 5th century and of Irish origin and may represent an earlier phase of activity.

Fortified centres such as Saxon burhs are a rare monument type clustering in areas with favoured royal residences. The nearby town of Williton was a royal estate. Watchet is recorded in the Burghal Hidage list of 914AD. The extrapolated perimeter dimensions of the monument roughly fit with the assessment in the Burghal Hidage (Gathercole 2003). Although part of the monument has been lost through coastal erosion, the remainder of the circuit, and the major part of the fort's interior, survives comparatively well and is known from limited excavations to contain archaeological remains and environmental evidence, which relates to the construction of the site, the lives of its inhabitants, and the landscape in which they lived.

The high status of the site is further demonstrated by the presence of a mint (one of only a few recorded in Somerset) which produced coins from the time of Athelred II (978-1016) until the site was abandoned in favour of the present town of Watchet (Gathercole 2003). The significance of the monument is further enhanced by contemporary documentary sources which refer to the site. An entry for the year 914 AD in an Anglo-Saxon Chronicle records failed attacks by Scandinavian raiders who had sailed up the Severn Estuary.

The presence of a Saxon burh is further supported by the possible site of a Saxon minster (PRN 34175) on land to the east of the monument. The field names 'Old Minster' and 'Land Share in Old Minster' suggest that a large area to the east of the monument and west of the present town, may have been a minster precinct. However, excavations in 2007 for housing development on western edge of this area (PRN 22481) failed to identify any features which could have been associated with such a site.

Significance

In accordance with criteria discussed Daw's Castle is considered to be of High Significance. Its heritage value is primarily evidential due to the archaeological and documentary potential outlined previously. However this value is becoming diminished as more of the monument is lost to coastal erosion. The fort also has a historical (associative and illustrative) value because it is a surviving example of a rare type of monument dating to the Saxon period, which is believed to be associated with the Royal Estate in Williton and a possible Saxon minster.

5.7.3 St Decuman's Church Precinct (PRNs 34169 & 30001/LB 264603)

The St Decuman's church precinct is located on the western end of a prominent ridge, overlooking the Washford River Valley to the north, the town of Watchet and Watchet Bay to the north east. The church is mainly 15th century, although the chancel has a fine east window from the late 13th century. Strange irregularities in the church suggest that it may once have been cruciform in shape, with a central tower. The church was restored by [James Piers St Aubyn](#) in 1886-1891 (a Victorian church restoration architect). The church contains a memorial to [Sir John Wyndham](#) (1558 – 1645), who played an important role in the establishment of defences in the [West Country](#) against the threat of the [Spanish Armada](#). St Decuman's Church is a Grade I listed designated heritage asset of national importance.

The church precinct contains several listed and scheduled structures which are of national importance. These include an early 14th century cross (PRN 34843/SM 35586) which is Grade II* listed (LB No. 264604) and two Grade II listed early post medieval table tombs (PRNs 30003, 30005-6/LB No. 264608). The original graveyard is known to have been in use since the medieval period (if not earlier). A 6th century Byzantine coin was found in the churchyard (PRN 34205). A church house is mentioned in 1519. This is believed to have been located at the east end of the churchyard; the site since been incorporated into the churchyard extension (Gathercole 2003). The northeast, southeast and southwest churchyard walls are also Grade II listed (PRN 3005/LB No.264607).

There are records that St Decuman's replaced an earlier church in Watchet (SCC HER). In 1175 a church had already been dedicated to St Decuman. It had a dean and a dependant chapel at Williton. The nearby well (PRNs 34841 & 30004/LB 264606) is called St Decuman's Well. It is a Grade II Listed building; the surviving structure is a 19th reconstruction of a late medieval structure. The road leading down to the well, which continues as a trackway to Kentsford Farm, may have earlier origins. This is supported by the late medieval bridge crossing the Washford Stream. This location may have been historically a favourable crossing point.

St Decuman is one of the more obscure saints in Somerset, whose church dedication is likely to be associated with the importation of hagiographical traditions; St Decuman was a coastal Welsh saint and hermit. A number of churches along the West Somerset coastline are connected to less well known saints, and in common with St Decuman's they tend to have been established away from the main population centres; the implication being that these churches represent earlier Celtic foundations (Riley and Wilson-North 2001). The suggestion that the church has a much earlier foundation could mean that Daw's Castle and St Decuman's were at one stage contemporaneous; one providing guardianship, the other sanctuary. Their prominent positions either side of the Washford Valley could therefore be described as both strategic and intentional.

Significance

In accordance with criteria mentioned previously, St Decuman's Church precinct is considered to be of High Significance. The heritage values of the church are considered to be:

- Evidential due to its documentary and archaeological potential regarding an earlier foundation of the church and the subsequent use of the existing building as place of Christian worship;
- Historical (illustrative) as it is surviving example and a visible reminder of the role of Christian worship and the symbolic protection it offered to the local community from the 13th century at least;
- Historical (associative) due to links with the architect P.J. Aubyn & the Wyndham family;
- Aesthetic in terms of its design value i.e. the aesthetic qualities generated by the architectural design and craftsmanship, which have continued to evolve since the church's initial foundation; and,
- Communal due to its symbolic value as a place of worship.

5.7.4 Parsonage Cottage and Farmhouse (PRN 30007/LB No. 264609)

Parsonage Cottage and Farmhouse are a Grade II listed building with a late eighteenth century front to an earlier structure. The curtilage includes an extensive range of surviving historic farm buildings alongside modern agricultural sheds. The current farmstead is believed to be located on the site of an earlier house built on former prebendal glebe lands beyond the open fields in Watchet (Gathercole 2003).

Significance

In accordance with criteria mentioned previously, the Parsonage farmstead is considered to be of Medium Significance. The heritage values are considered to be evidential due to the archaeological and documentary potential relating to the existing and possibly earlier farmstead; historical (associative & illustrative) due to its associations with St Decuman's Church and aesthetic due to its architectural design and group value i.e. a surviving largely intact historic farmstead with associated buildings.

5.7.5 Three limekilns on Cleeve Hill (PRN 16053 & 30009/LB No. 264614)

The three limekilns situated just above Warren Bay, on Cleeve Hill are partially enveloped by the Daw's Castle scheduled area. They are currently screened from the B3191 by a high hedge. The limekilns were originally connected to Warren Bay by a tramway, which is shown on the 1888 Ordnance Survey 1:2,500 map. The tramway was lost to coastal erosion, and by the late nineteenth century maps show a trackway leading south from the limekilns down to the B3191.

Limekilns by their very nature tend to be located away from population centres in locations with good access to transport networks. The Cleeve Hill limekilns fall entirely within this category, lying on the cliff top edge above Watchet. The kilns would have produced quicklime for fertilizer, mortar and

limewash and they therefore reflect a key period of post medieval agricultural expansion and industrial activity along the West Somerset Coastline.

Significance

In accordance with criteria mentioned previously, the three limekilns are considered to be of Medium Significance. The heritage values are primarily

- Evidential due to the archaeological and documentary potential to reveal information about the structure of post medieval limekilns along the West Somerset coastline; and,
- Historical (illustrative) because they are representative of an important period of post medieval agricultural and industrial practice along the West Somerset coastline.

5.7.6 Channel View Terrace (Nos. 40 to 55 West Street)

The nineteenth century saw the transformation of Watchet from a small medieval port to an industrial centre. The increase in industrial activity was reflected by new worker and merchant housing in West Street and the long cottage terraces running off it. This included the mid 19th century Channel View Terrace, stepping up the hillside from West Street. A small allotment field to south of the terrace appears to be associated.

Significance

In accordance with criteria mentioned previously, Channel View Terrace is not listed but is of local importance and is therefore considered to be of Low Significance. The heritage value of the terrace is primarily historical (illustrative) in that it reflects an important period in the mid 19th century housing expansion of Watchet. Aesthetic value may be derived in terms of its group value and architectural design.

5.7.7 Assessment of Setting

The settings assessment has been carried out in accordance with the methodologies outlined above.

5.7.8 Step 1: Identify which heritage assets and their settings are affected

5.7.9 Daw's Castle, Cleeve Hill

The surviving earthwork remains of Daw's Castle are located on the cliff top edge of Cleeve Hill, a tapering ridge of land, which overlooks Watchet and Warren Bay. The cliff above Warren Bay is very unstable due to coastal erosion and the monument is therefore on the English Heritage Monuments at Risk list (2014). A review of cartographic evidence and the SCCHLC has demonstrated that Daw's Castle exists within a semi-rural landscape, which is thought to have been enclosed by the mid to late 19th century.

As mentioned previously Daw's Castle and an earlier phase of St Decuman's Church may have been contemporaneous, with their topographical locations being both strategic and intentional, but for entirely different reasons.

Daw's Castle lies immediately upslope to the west of the LT1 Key Strategic Site; an unscheduled part of the monument may lie partially within the allocation area. The LT1 allocation area lies on land which may be a Saxon minster precinct (PRN 34175). The main body of the monument is separated from the LT1 site by the B3191.

5.7.10 St Decuman's Church precinct

St Decuman's Church precinct contains a collection of nationally important heritage assets associated with the medieval Parish Church of St Decuman. The precinct is set back from Brendon Road beyond a modern cemetery extension to the church graveyard. It occupies a prominent position on the north-facing side of a ridge of land, which overlooks the Washford River Valley and the coastal town of Watchet. This location would appear to be deliberate, with the key views being across to the spur of land occupied by Daw's Castle and down the valley towards the harbour.

Historically the church would have formed the focal point from the town, with the church tower providing a prominent local landmark in terms of the wider landscape. A possible contemporaneity

and therefore association with Daw's Castle has been mentioned previously, and there is clear intervisibility between the two site locations. The church is located on land which is described by the SCCHLC as being anciently enclosed land (land enclosed before the 17th century).

The WA2 allocation area lies downslope from the church precinct; while there is no intervisibility between the church precinct and development site, the land to be developed was once associated with the church (prebendal glebe land). The LT1 allocation area to the north is clearly visible from the church precinct.

5.7.11 Parsonage Cottage and Farmhouse (PRN 30007/LB No. 264609)

Parsonage Cottage and Farmhouse comprise a Grade II listed 18th century building, with earlier origins, that is situated on land which is described in the SCC HLC as being enclosed by the 17th century. The farm complex was originally associated with St Decuman's Church, being situated on prebendal glebe lands linked with the vicarage. A review of cartographic information suggests that prior to this, the land surrounding the farm comprised open fields; part of the WA2 allocation area is shown on the tithe map of 1841 with a plot still being cultivated in strips. The farm is also depicted with orchards to the south and east. These have since disappeared and are now partially developed as part of the farm complex. The WA2 allocation area will completely envelope Parsonage Cottage and Farmhouse.

5.7.12 Three limekilns on Cleeve Hill

The three mid to late 19th century limekilns on Cleeve Hill are Grade II listed; they are excluded from the Daw's Castle scheduled area. The original tramway leading to Warren Bay has since been lost to coastal erosion but the trackway to the B2191 still exists. As with Daw's Castle, the limekilns exist within a landscape which is thought to have been enclosed by the mid to late 19th century. Whilst they are currently screened by a high hedge, there will be intervisibility between the structures and the LT1 allocation area.

5.7.13 Channel View Terrace

Channel View Terrace comprises a group of mid 19th century houses, which reflect the need for workers/merchants housing following the increase in industrial activities during this period. The terrace is situated on the western fringe of Watchet in a semi-rural location. The LT1 allocation area will lie close to the southern end of the terrace.

5.7.14 Step 2: Assess whether, how and to what degree these settings make a contribution to the significance of the heritage asset

5.7.15 Daw's Castle, Cleeve Hill

While Daw's Castle is currently under grass and consequently no longer threatened by agricultural practices, the monument (and its setting) is threatened by coastal erosion, hence its inclusion on the Heritage at Risk list (2014). The monument's strategic, yet isolated location on the cliff top was originally integral to its function and is therefore a major factor in how the monument is appreciated today. Whilst the primary relationship of the monument is with the sea, the continual erosion of the earthworks and its setting is having an impact upon the monument in terms of its significance (both evidential and historical values). The existing public display board is in poor condition and does not currently present any information concerning the monument.

5.7.16 Decuman's Church precinct

The precinct is set back from Brendon Road beyond a modern cemetery extension to the graveyard within land (probable open fields) which had been enclosed by the 17th century. Its former intentional 'open setting' on the north facing side of a ridge of land overlooking the Washford River valley and Watchet has been diminished by historic and relatively modern development to the immediate northeast along the lane leading to the church. The isolated topographic location is however important in terms of its visual appreciation; this is also a major component of its character as the church was deliberately situated away from the main population centre. This aspect of the setting does therefore provide a positive contribution to the manner in which the church is presently experienced and appreciated in terms of its wider landscape setting. This aspect of setting is

important particularly with reference to the heritage values identified as part of the significance of the church.

5.7.17 Parsonage Cottage and Farmhouse

The immediate setting of the building comprises the farm complex within its curtilage, with the surrounding agricultural land providing the wider setting. Whilst the immediate setting has already been slightly compromised in that the orchards to the east and south have been removed, and modern agricultural buildings added, the current setting is largely in keeping with its original setting i.e. an isolated farmstead set within agricultural land, which was enclosed before the 17th century from the former open fields. This setting is therefore an important aspect of the evidential character of the building, making a positive contribution to the manner in which these buildings are both experienced and appreciated.

5.7.18 Three limekilns on Cleeve Hill

The setting of the monument relates primarily to its rural, coastal, cliff top location and proximity to the B3191. This spot was initially selected because it offered an isolated location away from the main core of settlement with good links to a variety of transport networks (sea and road). Despite the loss of the former tramway leading to Warren Bay, the current setting does contribute to the manner in which the monument is currently appreciated in terms of its historical and evidential heritage values. The setting is largely unaltered since limekilns were originally constructed, with only minor encroachment by modern housing a short distance to the southeast.

5.7.19 Channel View Terrace

The current semi-rural setting of Channel View Terrace on the western fringe of the town has gradually been encroached upon by later modern development. However, its primary relationship (and therefore setting) is with the town of Watchet, with the semi-rural location being a secondary factor and not an intentional characteristic of its design.

5.7.20 Step 3: Assess the effects of the proposed development, whether beneficial or harmful, on that significance

5.7.21 Daw's Castle

The location, nature and permanence of the LT1 Key Strategic Site will have an impact upon the setting and therefore significance of Daw's Castle in as much as it will result in increased encroachment of the modern built environment upon the currently isolated semi-rural location of the fort. The isolation of the monument was both intentional and strategic, and is therefore a major component of its evidential and historical heritage value. It will not however affect the ability to interpret the historic function of the immediate landscape within which the monument is situated, nor significantly impede any intended strategic or visual relationships down to Watchet or across to the site of St Decuman's. Any development of the LT1 may have a further impact upon Daw's Castle in that any features associated with the unscheduled section of the monument and/or the possible minster precinct (which may be related to the fort) could be disturbed (see Plate 3 Appendix 1).

In accordance with qualitative assessment descriptions set out previously the level of impact upon this heritage asset is considered to be Moderate, with the significance of effects therefore being considered Moderate/Large. In this case it is considered to be Moderate rather than Large. In accordance with the National Planning Policy Framework, the impact upon this heritage asset is therefore considered to be less than substantial.

5.7.22 St Decuman's Church precinct

The visual intrusion of the proposed LT1 & WA2 key allocation areas will not interrupt the key elements of the immediate setting of St Decuman's Church Precinct, which are related primarily to the churchyard and its associated heritage assets, the well and its isolated topographic location to the west of the town. The proposed development will not significantly diminish the value of the church as a historical focal point, and the church tower as local historic landmark in its wider landscape context. The visual impact will not therefore significantly impact upon the understanding of the historic function of the church, nor its setting and therefore significance in terms of the heritage values identified.

In accordance with qualitative assessment descriptions set out previously the magnitude of impact upon this heritage asset is considered to result in No Change, thereby resulting in a Neutral significance of effects. In accordance with the National Planning Policy Framework, the impact upon this heritage asset is therefore considered to be less than substantial.

5.7.23 Parsonage Cottage and Farmhouse

The development of the WA2 allocation area will mean that Parsonage Cottage and Farm will become encapsulated by a modern suburban extension to Watchet. This will result in the loss of its semi-rural setting and primary character, attributes which contribute to the significance (evidential heritage value) of the building.

In accordance with qualitative assessment descriptions set out previously, the magnitude of impact upon this heritage asset is considered to be Major, thereby resulting in a Moderate/Large significance of effects. In accordance with the National Planning Policy Framework, the impact upon this heritage asset is therefore considered to be substantial.

5.7.24 Three limekilns on Cleeve Hill

While there will be slight intervisibility between the limekilns and the LT1 allocation area, any potential impacts are not believed to significantly impact upon the setting (which is mainly connected to its cliff top location and proximity to the B3191) and therefore the heritage values identified as characterising the significance of these structures.

In accordance with qualitative assessment descriptions set out previously the magnitude of impact upon this heritage asset is considered to be Minor thereby resulting in a Slight significance of effects. In accordance with the National Planning Policy Framework, the impact upon this heritage asset is therefore considered to be less than substantial.

5.7.25 Channel View Terrace

The LT1 allocation area lies adjacent to the southern allotment and in close proximity to southern end of the western terrace. The development of the LT1 allocation area will result in the complete envelopment of the terrace by modern development and the loss therefore of its semi-rural character. However this aspect of setting is not believed to be integral to the significance of this group of housing in terms of the heritage values identified as being characteristic of its significance.

In accordance with qualitative assessment descriptions set out previously the magnitude of impact upon this heritage asset is considered to be Minor thereby resulting in a Neutral/Slight significance of effects. In accordance with the National Planning Policy Framework, the impact upon this heritage asset is therefore considered to be less than substantial.

5.7.26 Summary table

Location	Key Strategic Sites	Heritage Asset	Significance	Magnitude of Impact	Significance of Effects
Watchet	LT1	Daw's Castle: Scheduled Monument	High	Moderate	Moderate/Large
	LT1 & WA2	St Decuman's Church Precinct: Grade I, II* & II listed buildings /structures; scheduled monument	High	No Change	Neutral
	WA2	Parsonage Farm: Grade II Listed Building	Medium	Major	Moderate/Large
	LT1	Three limekilns, Cleeve Hill: Grade II listed buildings	Medium	Minor	Slight
	LT1	Channel View Terrace: (Nos. 40 to 55 West Street).	Low	Minor	Neutral/Slight

5.7.27 Designated heritage assets excluded from this assessment

Nos. 25 & 26, The Green

These buildings comprise a pair of Grade II listed early 19th century, two-storey, brick fronted houses set well back from road. Whilst the LT1 allocation area will be visible from the rear of the properties, this intervisibility is not thought to have a potential impact upon the setting (which is primarily concerned with the front elevation) and therefore significance of these buildings.

5.7.28 Step 4: Enhancement and mitigation

Enhancement of Daw's Castle may be achieved through access and interpretation. The current lack of information concerning the fort, its vulnerable location, and unlikely long term survival make it a good candidate for policies to immediately enhance public appreciation of the significance of the monument. Policies relating to access and interpretation could be enshrined within a monument management plan and the Local Plan.

The continued threat of coastal erosion is such that ultimately a significant proportion of the monument will be lost. Further long term mitigation could therefore comprise excavation. This would allow for a greater understanding of the date, characteristic and function of the monument.

At the master-planning stage, mitigation requirements for LT1 & WA2 should consider the use of soft landscaping, green spaces and sympathetic design in terms of appearance.

Policies which seek to provide enhancement and mitigation for this scheme are contained within the Draft West Somerset Local Plan to 2032.

5.8 Archaeological assessment

The Historic Environment Record contains the following records within the boundaries of the areas:

PRN	DESCRIPTION
15840	Liddymore Camp
17558	Second World War pillbox, Doniford Road, Watchet
34178	Lime kiln, NW of Liddymore Camp, Williton

Also adjacent to the boundaries are further records which indicate the potential for further remains within the areas. In particular:

PRN	DESCRIPTION
15517	Palaeolithic flint finds, E of Five Bells, Watchet
16125	Bronze Age pit finds, S of Doniford
24570	Geophysical Survey (2003), land east of Liddymore Lane, Williton
34183	Cropmark enclosure, N of Williton, Williton
34192	Flint scatter, N of Battle Gore, Williton
35453	Cropmark enclosure, N of Williton

These records show the high potential for prehistoric remains in the Watchet area.

5.8.1 Archaeological requirements

The areas are predominantly Greenfield which means that their full potential for significant heritage assets cannot adequately be assessed from existing records. Programmes of archaeological field evaluation would be required prior to determination of individual planning applications.

6 HISTORIC ENVIRONMENT POLICIES

6.1 Areas of High Archaeological Potential

Policy

"Proposals within Areas of High Archaeological Potential (or elsewhere with the potential to impact on heritage assets with archaeological interest) should be accompanied with a statement describing the significance of the heritage asset and the likely impacts on the asset. This is likely to require a desk-based assessment incorporating a settings assessment where designated assets are likely to be impacted and where appropriate a field evaluation."

Reason

This Policy ensures that before any decision is made that affects a heritage asset sufficient information is submitted to ensure the decision is reasoned and based on a complete understanding of the significance of the asset as required by the NPPF paragraph 128.

6.2 Archaeological Sites of Local Significance**Policy**

“Where proposals impact on sites with archaeological interest of local significance developers will ensure the investigation, recording and the advance of understanding of the significance of the asset. This information will be made publically accessible”

Reason

This Policy ensures that where a heritage asset is impacted the harm is mitigated through a greater understanding of the asset by investigating through excavation and/or recording of an asset, archiving of the evidence and publication of results in line with NPPF paragraph 141.

7 SUGGESTED POLICY AMENDMENTS**7.1 Addition policy wording**

Policy	Addition
EN2	“The impacts on the Historic Environment are less than substantial and can be mitigated”
SC1	5.C “It enhances the historic environment and complements the character...”
SD1	“economic, social, historic and natural environmental conditions”
MD1	“to minimise the impact on the historic environment”
WA1	“Contribute to enhancing the unique historic environment of the town including mitigating the erosion of Daw’s Castle and encouraging visitors to the monument through funding excavations and improvement of site management”
WI1	“Contribute to the enhancement of the designated heritage asset Battlegore Barrow cemetery and its setting through landscaping, land use change and site management regime”
WI2	(Just) “Enhancement of the designated heritage asset Battlegore Barrow Cemetery and its setting should take place. The site should be enhanced to ensure its use as a communal asset and contribute positively to the community. This can be achieved through landscaping, public access and appropriate use of the site.”
LT1	“The Cleeve Hill, Watchet site is very close to the designated monument Daw’s Castle. Development can offer the potential for enhancement of the asset through funding to offset the impact of development on the setting of the Castle”.

8 SUGGESTED WORDING IN STRATEGY**Paragraph Addition**

6.1 *“Conserve and enhance the district’s historic environment, character...”*

9 REFERENCES

- | | | |
|--|-------|---|
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10 APPENDIX 1



Plate 1: View south from St Michael's Church, Higher Town, Minehead



Plate 2: View south from Groves Copse, Williton



Plate 3: View east from Daw's Castle.

Report Number: WSC 167/14
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Report to a Meeting of: Local Development Panel
To be Held on: 26th November 2014

Date Entered on Executive Forward Plan N/a
Or Agreement for Urgency Granted:

UPDATED WEST SOMERSET STATEMENT OF COMMUNITY INVOLVEMENT

1. PURPOSE OF REPORT

- 1.1 To recommend the adoption of an updated Statement of Community Involvement for the Council setting out how it will involve the community and other interested parties in the preparation of planning policy documents and also in the development management process.

2. CONTRIBUTION TO CORPORATE PRIORITIES

- 2.1 Whilst the Statement of Community Involvement does not directly contribute towards the Council's Corporate Priorities, the preparation of a Statement of Community Involvement is a statutory duty of local planning authorities and is an essential contributor to the adoption of a sound Local Plan.

3. RECOMMENDATIONS

- 3.1 To **RECOMMEND** to Council that it resolves to adopt the revised West Somerset Statement of Community Involvement attached at Appendix 1.

4. RISK ASSESSMENT (IF APPLICABLE)

Risk Matrix

Description	Likelihood	Impact	Overall
The Council fails to comply with the requirement of Section 18 of the Planning and Compulsory Purchase Act 2004, to prepare a Statement of Community Involvement, risking an unsound finding from the Inspector on Examination of the Local Plan.	Possible (3)	Major (4)	Medium (12)
<i>Preparation and publishing of an up to date Statement of Community Involvement as per the legal requirement.</i>	Low (2)	Major (4)	Medium (8)

The scoring of the risks identified in the above table has been based on the scoring matrix. Each risk has been assessed and scored both before and after the mitigation measures have been actioned.

5. BACKGROUND INFORMATION

- 5.1 Section 18 of the Planning and Compulsory Purchase Act 2004 requires the Council to produce a Statement of Community Involvement. Once adopted, the Statement of Community Involvement must be published on the Council's website.
- 5.2 The Statement of Community Involvement sets out how West Somerset Council will involve the community and other interested parties in producing the Local Plan and in determining planning applications.

6. FINANCIAL/RESOURCE IMPLICATIONS

- 6.1 The various consultation methods will incur some costs in the form of staff time, advertising, publications, website maintenance, etc. Staff time will be undertaken by existing officers therefore at no additional cost, and other costs will be absorbed within existing budgets.

7. COMMENTS ON BEHALF OF SECTION 151 OFFICER

- 7.1 This report supports the fulfilment of the Council's responsibility, imposed by Section 18 of the Planning and Compulsory Purchase Act 2004, to produce a Statement of Community Involvement. This is an essential document to have in place in order to help achieve a finding that the local plan is sound by the Inspector at the Examination.

8. EQUALITY & DIVERSITY IMPLICATIONS

- 8.1 **Members need to demonstrate that they have consciously thought about the three aims of the Public Sector Equality Duty as part of the decision making process.** The three aims the authority **must** have due regard for are:
- Eliminate discrimination, harassment, victimisation
 - Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
 - Foster good relations between persons who share a relevant protected characteristic and persons who do not share

9. CRIME AND DISORDER IMPLICATIONS

- 9.1 None.

10. CONSULTATION IMPLICATIONS

- 10.1 The Council's Statement of Community Involvement sets out how it will engage with local communities and other interested stakeholders in the preparation of planning policy and in the operation of the development management service.

11. ASSET MANAGEMENT IMPLICATIONS

- 11.1 None.

12. ENVIRONMENTAL IMPACT IMPLICATIONS

- 12.1 None.

13. HEALTH & WELLBEING

Demonstrate that the authority has given due regard for:

- People, families and communities take responsibility for their own health and wellbeing;
- Families and communities are thriving and resilient; and
- Somerset people are able to live independently.

14. LEGAL IMPLICATIONS

- 14.1 Section 18 of the Planning and Compulsory Purchase Act 2004 requires the Council to produce a Statement of Community Involvement.

APPENDIX 1



DRAFT REVISED WEST SOMERSET STATEMENT OF COMMUNITY INVOLVEMENT

November 2014



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What is a Statement of Community Involvement?

This Statement of Community Involvement (SCI) sets out how West Somerset Council will involve the community and stakeholders in the preparation, alteration and review of local planning policy and the consideration of planning applications within the West Somerset Local Planning Authority area – that is, the parts of West Somerset District lying outside the Exmoor National Park¹. This is our second SCI and has been prepared to take account of changes to planning policy nationally and the way in which the Council is structured and organised.

Why have an SCI?

Decisions on where new homes, jobs, shops, services and facilities should go must take account of the capacity of a range of things including, inter alia, local infrastructure, environmental and social constraints. Often, local communities have the best understanding of how their areas work. To this end it is vital that the views of local communities and other stakeholders are taken into account through both plan-making and decision-taking (development management) processes. The Council also has legal duty to prepare an SCI.

The Council also has a legal duty to consult in the preparation of local plans and on planning applications. These duties and responsibilities are set out in a number of pieces of legislation including:

- the Planning and Compulsory Purchase Act (2004),
- Localism Act (2011),
- Town and Country Planning Act (1990),
- Town & Country Planning (Development Management Procedure) (England) Order (2010)
- the Town and Country Planning (Local Planning) (England) Regulations 2012, and;
- the Neighbourhood Planning Regulations (2012).

How can you get involved?

There are two areas of planning that you can be involved in:

- **Planning policy preparation** (The Local Plan and other planning policy documents) - setting the policy framework against which development proposals will be assessed. Decisions on planning applications are made in line with these local planning documents.
- **Planning applications** (Development Management) - most types of development require a planning application to be submitted and approved. Anyone can view and make comments on a planning application.

¹ The Exmoor National Park Authority is the Local Planning Authority for the parts of West Somerset District which lie within the Exmoor National Park. The National Park Authority is responsible for publishing its own Statement of Community Involvement.

Corporate Context

The Council's first SCI was adopted in 2007, it was one of a suite of documents aimed at developing a shared Vision for the future of the West Somerset Local Planning Authority area. Since 2007 there have been changes to National Planning Policy, Equalities Legislation and the Council's Corporate Policies which necessitate the preparation of a revised SCI.

Community Involvement in Plan Preparation

The Planning System

The planning system requires local authorities to produce local development documents. These set out the spatial strategy for an area - where people will live, work and spend their leisure time - and provide the basis on which planning applications are determined.

Planning Legislation, Regulations and Guidance set out what documents must be produced, how they must be developed and examined by an independent examiner.

Further information regarding the Council's programme for preparing development plan documents is contained in the Local Development Scheme.

Copies of the Local Development Scheme are available from:

- the Council's website – www.westsomerset.gov.uk
- or may be inspected at the Council's offices:
 - West Somerset House, Killick Way, Williton, Somerset TA4 4QA, and;
 - Minehead Customer Centre, 1-3 Summerland Road, Minehead. TA24 5BP

The Statement of Community Involvement will be used by the Council to guide the approach to the consultation undertaken in the preparation of its local plans.

There are two types of local plans:

- Development Plan Documents (such as the West Somerset Local Plan to 2032), and;
- Supplementary Planning Documents (these may include planning obligations SPD, strategic site masterplans etc. which provide more detail for the application of statutory planning policies).

The Statement of Community Involvement should be used by those producing the documents to guide the approach to the consultation undertaken in their preparation.

Community Involvement in Plan Preparation

Current Local Planning Coverage in West Somerset

National Planning Policy

(Listed below is some of the legislation)

The Town and Country
Planning Act 1990

Localism Act
2011

Planning and Compulsory Purchase Act
2004

Town and Country Planning (Local Planning)
(England) Regulations 2012 (As Amended)

National Planning Policy Framework 2012
National Planning Practice Guidance 2014

Town and Country Planning (Development Management Procedure) (England) Order
2010 (as amended)

Planning
Act
2008

Neighbourhood Planning
(General) Regulations 2012.

Planning (Listed Buildings & Conservation Areas) Act 1990 (As
Amended)

Related planning documents

Development Plan Documents

Supplementary Planning Documents

Statement of
Community
Involvement

Saved policies of the West Somerset District
Local Plan 2006

Planning
Obligations SPD

Local Development
Scheme

Draft West Somerset Local Plan to 2032
(Revised Preferred Strategy)

Annual Monitoring
Report

Stogumber Neighbourhood Plan
(in preparation)

Community Involvement in Plan Preparation

Development Plan Documents

The West Somerset Local Plan to 2032 is a Development Plan Document (DPD). The purpose of DPDs is to set out policies and proposals for the regulation and use of land within the LPA area.

Each DPD goes through a series of formal stages of production prior to adoption. These involve the consideration of alternative options, public consultation, and a publication stage at which formal representations are made and submission for independent examination.

The formal stages in the production of a development plan document are:

- Pre-publication consultation – this could be undertaken once or a number of times. The exact scale and extent of consultation may depend on the scope and content of the Plan being prepared. For a Local Plan, issues, strategy options and preferred strategy consultations are likely to be appropriate, as well as other engagement outside these specific exercises.
- Publication – at which point stakeholders and members of the community can make formal representations on the Plan’s soundness. These representations are ultimately put before an Examiner considering the soundness of the Plan.
- Submission – the Council must submit the published plan to the Secretary of State along with all representations received at the publication stage.
- Examination – an independently appointed Examiner will consider the soundness of the Development Plan Document against several tests as well as whether the Council has complied with the relevant Regulations.
- Adoption – following receipt of the Examiner’s Report (and subject to the Plan being found sound) the Council can formally adopt the Plan as a Development Plan Document.

Strategic Environmental Assessment and Sustainability Appraisal

The planning system requires DPDs to go through a process called a Strategic Environmental Assessment (SEA). The purpose of an SEA and Sustainability Appraisal (SA) is to assess the effects of the plan on the environment and to help to inform the choices made in developing the plan’s strategy and policies.

An SEA/SA is produced when starting the process of DPD preparation; it is consulted on to allow interested parties to make representations on what it should contain.

An SA is undertaken when preparing each stage of a DPD, and a report is consulted on throughout the plan-making process, at the same time as the DPD.

Where both these documents are required The Council may combine them into one publication.

An SA is not generally required for SPDs².

Supplementary Planning Documents

Supplementary Planning Documents (SPD) are non-statutory planning policy documents which provide additional information or detail on the how particular policies in a DPD should be applied. Examples include: masterplans, development briefs and design guidance. The process for the preparation of SPDs is simpler than the more formal requirements laid down in the Regulations for preparing DPDs.

The 2012 Local Planning Regulations require the following stages for the production of an SPD:

- Publication – at which point stakeholders and members of the community can make formal representations on the draft SPD. Representations received will be collated into a report which also says how the issues raised have been addressed.
- Adoption – following consideration of the consultation responses and the making of any appropriate amendments, the document will be considered by the Council for formal adoption.

Neighbourhood Planning

The Localism Act 2011 introduced a new, locally prepared, tier of statutory planning policy: Neighbourhood Development Plans and Neighbourhood Development Orders. These Documents, when successfully completed, form part of the Statutory Development Plan for the area, used to determine planning applications. The qualifying body (the Town or Parish Council within West Somerset) is responsible for research, drafting and consultation during the development of the document. West Somerset Council is responsible for formal notification and consultation at certain regulatory stages in the process.

The Council expects the relevant body to undertake appropriate and effective consultation with the community and stakeholders. Such engagement will identify issues that will shape the form and content of the Neighbourhood Plan or Development Order.

Every Neighbourhood Plan or Development Order is individual and therefore the scope and form of consultation will vary. Statutory stakeholders have specialist knowledge, information and expertise which can assist in the development and production of the Neighbourhood Plan. Voluntary Bodies have locally specific

² The Planning Act 2008 altered Section 19(5) of the 2004 Act removing the requirement for local authorities to produce an SA for SPDs. This is because SPDs do not create new policies, but provide detailed advice on the implementation of statutory Development Plan policies which have themselves already been subject to SA. If an SPD is likely to give rise to significant effects the impacts of which have not been covered in the SA of the policy to which the SPD relates, or where an assessment is required by the Strategic Environmental Assessment (SEA) Directive then an assessment may, exceptionally, be required.

knowledge on the range of groups and people in the area. Those who live, work and play in the area may also have specific insights which can be invaluable.

The Council expects the town or parish council preparing the Plan to provide details of the engagement undertaken; including a list of organisations, associations and bodies who were consulted, a summary of their input, how the Neighbourhood Planning group have taken account of any relevant issues and how the draft neighbourhood plan has been shaped to take account of them.

A number of bodies can advise and provide training and support to neighbourhood plan groups. The Council can assist in identifying appropriate organisations and sources of information.

The Council is responsible for notification and facilitating the following regulatory stages in the Neighbourhood Plan process:

- Designation of a neighbourhood planning area. Stakeholders and members of the community can make formal representations on the compliance with the regulations of the proposed Neighbourhood Planning Area. Within the West Somerset Local Planning Authority area the relevant body for neighbourhood planning purposes will always be the local town or parish council. Once a neighbourhood area has been designated by the Council the designation must be formally advertised.
- The Council will check that the Draft Neighbourhood Plan complies with the criteria for a Neighbourhood Plan in the Legislation and Regulations.
- Publicising the Draft Neighbourhood Plan. Stakeholders and members of the community can make formal representations on it. These representations are put before the Independent Person appointed to consider the soundness of the neighbourhood plan.
- Examination of the Neighbourhood Plan: The Council will appoint an appropriately qualified Independent Person to consider whether the draft Neighbourhood Plan is in compliance with the relevant Regulations and Legislation.
- The Council considers the Independent Person's recommendations and amends the plan accordingly where appropriate. Assuming that the draft Neighbourhood Plan can be made compliant it is subject to a referendum within the Neighbourhood Planning Area.
- Decision on the Neighbourhood Development Plan proposal: Following the referendum, if a simple majority of those voting support adoption of the Neighbourhood Plan, then the Council must make the Neighbourhood Development Plan and it becomes part of the Statutory Development Plan for the area.

The Neighbourhood Planning Regulations³ set out who must be consulted at which Stage.

³ The Neighbourhood Planning (General) Regulations 2012: statutory instrument 2012 No. 637

Who we will consult

We will consult people at various stages in the development of local plans. The Town and Country Planning Regulations require Local Planning Authorities to involve the community and stakeholders in Local Plan preparation and specify a number of organisations which must be consulted on local plan matters relevant to them (the Specific Consultation Bodies⁴) and also describes a number of interest group types (General Consultation Bodies⁵) to be included. A list of Specific Consultation Bodies, General Consultation Bodies, and other organisations and groups the Council seeks to involve in plan-making is included in Appendix A.

In addition to meeting its statutory obligations, the Council is committed to ensuring that local groups, organisations and individuals are provided with the opportunity to be involved in the preparation of local development documents.

West Somerset Council has a database of consultees, who have either commented upon, or expressed an interest in being involved with the development of local plans. This database is used to keep individuals, companies and organisations informed on the production of the Local Plan and other planning policy documents. New consultees are added to the consultation database via e-mail or letter to the Policy Team requesting inclusion on to the database. The Data Protection Act will be followed to ensure personal data is kept securely and personal details are not disclosed.

Consultation methods

The Town and Country Planning (Local Planning) (England) Regulations 2012 set out the minimum requirements for public participation in the preparation of Development Plan Documents. These are marked with an “M”. The Council aims to go beyond these requirements; examples of ways we may do this are listed after the statutory requirements.

A variety of methods will be used at various stages of the planning process to enable community involvement in the preparation of local plans. These methods include, but are not limited to:

- **The Council’s website (M)** – consultation activities will be publicised through the Council’s website, on the Planning Policy and home pages. Local plan evidence base studies are also available to view and download. The www.westsomersetsays.com consultation portal will also be available for people to access consultation documents and to read and submit comments online.
- **Inspection Points (M)** – hard copies of documents will be available for inspection at the Council’s Offices during consultation periods. In addition we will also make them available at selected local libraries in the area. Copies of the evidence base studies are also be available to view on request at West Somerset House in Williton.

⁴ The Town and Country Planning (Local Planning) (England) Regulations 2012: statutory instrument 2012 No. 767 Regulation 2.(1)

⁵ Ibid.

- **E-mail (M)** – notifications will be sent to statutory bodies, stakeholders, relevant groups and other individuals and organisations on our consultation base. The Council's Planning Policy team is contactable via the following e-mail address: ldf@westsomerset.gov.uk
- **Letters (M)** – where we have no e-mail details postal notifications will be sent to statutory bodies, stakeholders, relevant groups and other individuals and organisations on our consultation database where we only have a postal address or they have specifically requested to be contacted by post.
- **Local News Media** – Public Notices will be placed in the West Somerset Free Press. Advertisements will include details on when and where planning documents can be inspected, how copies can be obtained, the closing date for representations and where to send them. We will also issue a press release to appropriate local news media.
- **Public exhibitions / drop-in sessions** – these events, staffed by planning policy officers, provide information and detail on the emerging Local Plan's proposals. They offer the opportunity for the public and stakeholders to ask questions about the Plan and collect information and literature about the consultation exercise. This helps to target members of the community who may not get involved through electronic media or more formal methods.
- **One-to-one meetings** – with individuals, groups, organisations and stakeholders as appropriate, to provide the opportunity for exchange on information, discussions and problem solving. However, it is the responsibility of the individual, group or organisation to submit written comments after the meeting if they wish.
- **Presentations** – to groups, organisations and stakeholders as appropriate, to target particular people in the community who may be interested in a specific issue.
- **Community and resident meetings and groups** – use of pre-existing community and resident meetings to target people with specific characteristics or interests.
- **Local Plan Newsletter** – this will be published from time to time via the Council's website to provide information about the progress of planning policy document preparation and public engagement opportunities.
- **Local Plan Workshops** – Round table workshop sessions have been offered at each stage in the preparation of the Core Strategy / Local Plan. These have provided a valuable opportunity to discuss the Plan's strategy and policies in some detail and to receive feedback and answer questions. This informal environment may also help to reach people who might not get involved with more formal processes.
- **Social Media** – we may advertise consultations through the Council's Twitter account with additional tweets if appropriate during the course of the consultation.

It is recognised that some of the methods outlined above may not suit everybody, however it is hoped that the variety of methods will enable a wide range of people to get involved in the consultation process.

In line with Equalities legislation, all of our publications will be written clearly and concisely, explaining any technical terms or language. A translation facilities box will be included on all consultation and adopted DPDs and SPDs. We will also offer an appropriate timescale for representations to be received to allow everyone to have the chance to participate.

Equalities and Diversity

The Equality Act (2010) defines nine “protected characteristics”: age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The Council will aim to ensure that these characteristics do not affect people’s ability to respond to our consultation and have their views heard.

It is recognised that some groups are harder to engage with than others. These can include: those for whom English is not their first language, people with disabilities, children and young people, older people, gypsies and travellers, ethnic minorities, and the homeless. Such groups may not be engaged by or may be unable or unwilling to engage in traditional consultation methods. The Council will endeavour to take account of barriers faced by these groups and try to overcome these by using alternative methods of consultation, or by asking affected groups or individuals how they would like to be involved.

A list of community and voluntary organisations operating in West Somerset with links to equality and diversity groups is included in Appendix A. This is not an exhaustive list, it provides an indication of the variety of harder to reach groups in the District.

What we do with representations received

We will read all representations received and taken into account those which are related to planning policy matters. Because we get a large number of responses we cannot always respond individually to them, but we will produce a summary document which will be published on our website.

All representations received will be public documents and as such will be available for others to see. In line with the Data Protection Act we will not publish personal information such as e-mails, signatures, telephone numbers or addresses. We cannot keep your name secret.

The Council will not accept comments that are offensive, obscene, racist or illegal. We may pass any such material to the Police.

A statement of consultation will be produced containing an overview of the consultation activities undertaken, summary of representations received and how or what the Council will do to accommodate these into account in the final document. This statement will form part of the publication documentation for the Local Plan.

A response report on the consultation exercise will be presented to the Council’s Local Development Panel. All responses will be considered although not all will justify any

amendment to the Plan's content. Responses suggesting changes to the Plan's strategy or policies should be supported by appropriate evidence where possible.

When submitting a DPD to the Secretary of State the Council is also required to submit a statement of compliance setting out which bodies and other persons have been consulted, how they have been consulted, the main issues that were raised and how these have been addressed.

What we will do if you feel unfairly treated

The level of service you can expect from the Council is set out in our Service Standards. If a person is not happy with the service they have received they should contact the Planning team in the first instance. If they are dissatisfied with the response they can make a formal complaint through the Council's Complaint Procedure.

The Local Government Ombudsman investigates complaints of injustice arising from misadministration by Local Government and certain other bodies. The Ombudsman can investigate complaints about how a Council has done something. However, they cannot question what a Council has done simply because someone does not agree with it. www.lgo.org.uk

Community Involvement in Development Management

The Planning System

The Planning System requires Local Authorities to determine applications for changes of use of land and buildings.

Planning Legislation, Regulations and Guidance set out what should be in an application and the process for making decisions on its acceptability.

Development Management decisions shape the character of an area. The Council determines a range of applications, inter alia, household extensions, fences, listed building applications, changes of use, advertisements to major housing and business premises⁶.

There are four stages at which the local community and stakeholders may be consulted and/or notified about development proposals:

- pre-application stage - undertaken by the applicant once or a number of times. The exact scale and extent of consultation will depend on the scope and content of the planning application being prepared;
- application stage - undertaken by the Council this is formal consultation on the application;
- when a decision has been made - undertaken by the Council; and
- appeal on a decision - undertaken by the Council on behalf of the Planning Inspectorate (PINS), additional formal comments may be submitted.

Planning Acts, Orders and Regulations set out the approach that the Council and applicants are required to undertake in regard to consultation.

The SCI will be used by the Council to set expectations for applicant led consultation and guide our approach to consultation in the planning application process.

Pre-application (for the applicant to undertake)

Because West Somerset Council is rarely the applicant for planning permission, this section of the SCI is primarily focused on setting the standards we would expect an applicant to follow prior to making an application for planning permission.

We recommend that all applicants undertake appropriate and effective pre-application consultation with the community before submitting an application. Early engagement with the Council, local community and key stakeholders can identify and address issues before applications are submitted, shape the design of the development and ensure sufficient information is submitted for an application to be registered and a recommendation made.

⁶ Applications for waste, minerals and major highway schemes are considered by Somerset County Council. Applications for nationally significant infrastructure projects are considered by the Planning Inspectorate

Engagement with the Council is important and can vary from a short conversation with a Council Officer to a number of meetings with various WSC departments and Elected Members. Pre-application advice is subject to the payment of an appropriate fee. The fee is based on the size and type of development. Details of the Pre-application advice service and fees are available on the WSC web site:

<http://www.westsomersetonline.gov.uk/Planning---Building/Planning/Making-an-Application/Pre-Application-Advice> .

Open and transparent consultation with Parish and Town Councils as well as members of the public at public meetings is recommended. Advice from the Council and Parish or Town Councils is confidential and will be “without prejudice” to any eventual decision of an application. Views from a wide number and range of community members; utilising local and community media, publications and knowledge is expected.

The Council expects an applicant to provide details of the pre-application engagement undertaken; including a list of the organisations, bodies and people who engaged with the consultation, a summary of their responses and an explanation of how they have taken account of any relevant issues raised as well as how the developer has amended their scheme to take account of them. This should also be presented within the appropriate policy context, relevant national and local policies and links to local strategies.

Every planning application is individual therefore the scale of community consultation and techniques used will vary. The Council's Development Management and Policy Teams can advise of the relevant issues and suggest ways to involve and inform the community.

A number of bodies can advise and provide training to communities on a range of planning issues including pre-application engagement, representations to planning applications and planning policy consultations. Planning Aid England provides a range of advice and support to individuals and communities. See their web site for more information: <http://www.rtpi.org.uk/planning-aid> . The Planning Portal also provides information on the planning system to individuals, developers and Councils: <http://www.planningportal.gov.uk>.

Application (for the Council)

When an application is received it will be registered and checked to make sure that all the information the Council expects is submitted. When it has been validated it will be included on the weekly application register. The register as well as all information and correspondence pertaining to the application will be put on the case file. This will be available on the Council's website: www.westsomersetonline.gov.uk/planning . Paper copies of current planning applications will also be available to view on request at West Somerset House's Reception in Williton.

Community Involvement in Development Management

Who we will consult

The Town and Country Planning (Development Management Procedure) (England) Order 2010 requires the Council to consult the community. For certain types of application WSC is also obliged to consult with specific groups and organisations, often referred to as statutory consultees, these are listed in Appendix B. Consultation will be proportionate to the application being considered.

How we will consult

The Council has a duty to ensure applications and decisions are properly publicised in order that the public and stakeholders can meaningfully influence the process. The Council is required to publicise the application, either by site notice or by writing to neighbours. Site notice/s will be placed in a prominent position on or near the site. For some larger developments, applications contrary to the local plan and some statutory applications, such as those affecting Listed Buildings or Conservation Areas, a Public Notice will also be placed in that section of the local newspaper⁷.

The letter, notice or advert will contain details of the planning application and information on where plans and any supporting documents accompanying the application can be viewed. It will also explain where to make representations and when they have to be returned to the Council.

Sometimes planning applications are revised after they have been submitted; this could be as a result of matters of concern or items raised in objections. In these cases, the Council may re-consult those people originally notified of the application to give them the opportunity to comment on the amendments. The Council has a statutory time limit within which WSC has to determine most applications. Given this a 14 day response period will usually apply for re-consultation.

Parish and town councils are consulted on the planning applications within their area.

⁷ Article 13 Town & Country Planning (Development Management Procedure) (England) Order 2010 (as amended), DMPO, and Regulation 5 Planning (Listed Building and Conservation Areas) Regulations 1990 (as amended), and Section 67 & 73 Planning (Listed Building and Conservation Areas) Act 1990 to be amended by the Planning and Compulsory Purchase Act 2004)

Community Involvement in Development Management

What we do with representations received

Representations received will be put in the case file and published on the Council's website. The Council will only be able to consider matters relating to planning and the planning application. The Council will not accept comments that are offensive, obscene, racist or illegal. We may pass such material to the Police.

Where appropriate, comments may result in changes to an application, conditions attached to an application decision to address particular issues or refusal of an application. There are nearly always differing views and competing interests, we are required to make informed decisions having regard to national and local planning policies, development impacts and what will be in the best interest of the community.

Decisions

For most minor and householder applications decisions are made by the Assistant Director for Planning and Environment under powers delegated from the Planning Committee.

For major, significant and controversial applications decisions are made by Councillors on the Planning Committee. The Development Management Officers prepare a report for committee outlining the proposal, issues raised and recommendations of either approval, approval with conditions or refusal.

Any person who has made a representation will be notified when the application is to be reported to the Planning Committee for determination.

On occasion the Secretary of State will call in an application rather than let the Local Authority decide. If this happens the Council will provide copies of all correspondence to the Secretary of State and publicise the call-in on its website.

Post-application (the Council)

Once a decision has been made on an application, the Council will publish it on the weekly decision register and in the local newspaper. A copy of the decision notice for all applications since 1974 is also available on the Council's website.

Where an applicant is unhappy with the Council's decision they have the right to appeal. Applicants must lodge an appeal with the Planning Inspectorate who will determine its validity before initiating proceedings and setting a start date. When an appeal is accepted the Council has one week from the start date to notify all statutory consultees and interested persons. Statutory consultees and interested persons may have the opportunity to make any additional comments on the application. Within five weeks the Council will submit all relevant information, including further representations received, and an appeal statement to the Planning Inspectorate. The Inspectorate will re-evaluate the information and determine whether the Council's decision was correct or if it should be overturned. The Council will publish the decision on its website.

What we will do if you feel unfairly treated

The level of service you can expect from the Council is set out in our Service Standards. If a person is not happy with the service they have received they should contact the Planning team in the first instance. If they are dissatisfied with the response they can make a formal complaint through the Council's Complaint Procedure.

The Local Government Ombudsman investigates complaints of injustice arising from misadministration by Local Government and certain other bodies. The Ombudsman can investigate complaints about how a Council has done something. However, they cannot question what a Council has done simply because someone does not agree with it. www.lgo.org.uk

Monitoring and Review

The contents of the Statement of Community Involvement will be regularly reviewed in order to keep up to date with any changes in policy, to update consultee groups, where necessary, and to review the relative success of the various community involvement measures undertaken.

Appendix A – Stakeholders to be involved in local planning policy

Specific Consultation Bodies - These are the statutory consultees defined in the Regulations	
Marine Management Organisation	The Highways Agency
English Heritage	Parrett Internal Drainage Board
Natural England	Somerset County Council
Environment Agency	Devon County Council
Sedgemoor District Council	British Telecom PLC
Taunton Deane Borough Council	Commpro Telecommunications
Exmoor National Park Authority	Mobile Operators Association (MOA)
North Devon District Council	Mono Consultants Ltd.
Mid Devon District Council	T-Mobile (UK) Ltd
Homes and Communities Agency	O2 (UK) Ltd
Somerset Supporting People Partnership	Orange Personal Communications
NHS Clinical Commissioning Group and NHS Commissioning Board	Vodafone Ltd
Somerset Health & Wellbeing Board	South West Water
RWE npower renewables	Wessex Water
EDF Energy	Network Rail Infrastructure Limited
National Grid UK Transmission	Avon and Somerset Constabulary
National Grid	British Transco
Western Power Distribution	Wales and West Utilities
Bicknoller Parish Council	Minehead Town Council
Brompton Ralph Parish Council	Watchet Town Council
Brompton Regis Parish Council	North Molton PC
Brushford Parish Council	Twitchen Parish Council
Lydeard St Lawrence Parish Council	Molland Parish Council
Tolland Parish Council	West Anstey Parish Council
Wiveliscombe Parish Council	East Anstey Parish Council
Fitzhead Parish Council	Combe Martin Parish Council
Chipstable Parish Council	West Bagborough Parish Council
Lynton and Lynmouth PC	West Quantoxhead Parish Council
Challacombe PC	Williton Parish Council
Brayford PC	Winsford Parish Council
Carhampton Parish Council	Withycombe Parish Council
Porlock Parish Council	Withypool & Hawkridge Parish Council
Sampford Brett Parish Council	Wootton Courtenay Parish Council
Selworthy & Minehead Without Parish	East Quantoxhead Parish Meeting
Stogumber Parish Council	Elworthy Parish Meeting
Stogursey Parish Council	Oare Parish Meeting
Timberscombe Parish Council	Skilgate Parish Meeting
Upton Parish Council	Stringston Parish Meeting
Nettlecombe Parish Council	Treborough Parish Meeting
Clatworthy Parish Council	Fiddington Parish Council
Crowcombe Parish Council	Nether Stowey Parish Council
Cutcombe Parish Council	Over Stowey Parish Council
Dulverton Town Council	Stockland Bristol PC
Dunster Parish Council	Otterhampton Parish Council
Exford Parish Council	Morebath Parish Council
Exmoor Parish Council	Oakford Parish Council

Exton Parish Clerk	Countisbury PC
Holford Parish Council	Kilve Parish Council
Huish Champflower Parish Council	Luccombe Parish Council
Monksilver Parish Council	Luxborough Parish Council

General Consultation Bodies –	
The Regulations also require the Council to consult such general consultation bodies as it considers appropriate, this lists below are not exclusive and additional organisations can be added on request.	
a. Voluntary bodies some or all of whose activities benefit any part of the authority's area	
The West Somerset Initiative	Seaward Way Community Group
Minehead Conservation Society	Somerset Activity & Sports Partnership
POPP team leader, Age Concern Somerset	West Somerset and Exmoor Bridleways Association
Somerset Playing Fields Association	Community Council for Somerset
Rural Women's Network c/o Council for Somerset	Somerset Gay Health
Age Concern Somerset	Forum 21
Ecos Trust	Friends of Watchet Station
Single Parent Action Network	Scout movement and over 60 club
Cycle Somerset	Engage (formerly W Somerset CVS)
West Somerset Seniors' Forum	Transition Minehead and Alcombe
Somerset Wildlife Trust	Somerset County Federation of Womens' Institutes
The Woodcombe Society	Somerset Association of Local Councils
West Somerset LETS Group	West Somerset Citizens Advice Bureau
Williton Regeneration Partnership	CPRE, West Somerset District Committee
The Ramblers	CPRE South West
Magna Tenants Panel	RSPB SWRO
FWAG South West England Office	The Exmoor Society
10 Parishes	Artlife
Friends of the Earth	SUSTRANS
b. Bodies which represent the interests of different racial, ethnic or national groups in the authority's area.	
Equality South West	Traveller Education Service
Somerset Racial Equality Council	Friends, Families and Travellers
c. Bodies which represent the interests of different religious groups in the authority's area	
Faithnet South West	Property Officer and Secretary of the Houses and Glebe Committee of the Bath and Wells Diocesan Board of Finance
Minehead Baptist Church	West Somerset Methodist Circuit
Somerset Circuit of Jehovah Witnesses	Catholic Church, Clifton Diocese
d. Bodies which represent the interests of disabled persons in the authority's area	
Compass Disability Services	Taunton and District Mencap Society
Open Daws - Disabled Activities in West Somerset	Somerset Cancer Care, Minehead West Somerset Group
	Mind in West Somerset

e. Bodies which represent the interests of persons carrying on business in the authority's area	
Somerset Chamber of Commerce	West Somerset Business Forum
Federation of Small Businesses, Taunton and District	Minehead Chamber of Trade
Country Land and Business Association – South West	Road Haulage Association Bristol/Avonmouth, Cornwall, Dorset, Devon, Somerset, Wiltshire
South West Tourism Ltd	Regen SW
Business Link Somerset	WACET

Appendix B – Stakeholders to be involved in development management

The Regulations⁸ require the Council to consult specific consultation bodies when considering some planning applications.

The statutory consultees for Development Management include:

Local highway authorities

Local planning authorities

Natural England

Parish councils

Rail network operators

Regional development agencies

The British Waterways Board

The Coal Authority

The English Sports Council

The Environment Agency

The Health and Safety Executive

The Historic Buildings and Monuments Commission for England

The National Park Authority

The Secretary of State for the Environment, Food and Rural Affairs

The Secretary of State for Transport

The Theatres Trust

The Office for Nuclear Regulation

The statutory consultees which need to be consulted vary depending on the type of application submitted, and the specific site circumstances. Therefore, the detailed table within Schedule 5 of The Town and Country Planning (Development Management Procedure) (England) Order 2010 should be referred to for more detailed information.

⁸ Article 16 of The Town and Country Planning (Development Management Procedure) (England) Order 2010

Appendix C - Definition of application type

The following is a general guide. As sites and applications are uniquely individual there may be deviations from these categories.

Application type	Description	Examples
Significant applications	Applications where there are considerable issues of scale and controversy	<ul style="list-style-type: none"> ○ Strategic Site Allocations ○ Large scale retail or residential development, i.e.: <ul style="list-style-type: none"> ○ 10 or more dwellings or where the site is more than 0.5 hectares; ○ All uses where floor space is more than 1,000m² or the site is more than 1 hectare. ○ Applications requiring a full transport assessment ○ Proposals to remove community facilities – such as development on playing fields ○ Schedule 1 and 2 developments under Environmental Impact Assessment Regulations⁹ ○ Applications are normally determined within 13 weeks
Departure applications	Applications contrary to or out of line with the Development Plan	<ul style="list-style-type: none"> ○ Applications considered to be in breach of and/or may significantly compromise the delivery of Local Planning Policy, i.e. <ul style="list-style-type: none"> ○ Core Strategy; ○ Local Plan; ○ Site Allocations and Development Management Plan; ○ Town Centre Area Action Plan. ○ Applications which must be submitted to DCLG for their consideration

⁹ The Town and Country Planning (Environmental Impact Assessment) Regulations 2011

Small Scale applications	Applications for sites that are of local significance or are sensitive to development pressures and allocated sites that have not generated significant objection in the Development Plan Document process.	<ul style="list-style-type: none"> ○ Less than 10 dwellings ○ For all other uses where floor space is less than 1,000m² ○ Normally determined within 8 weeks
Other minor applications	Applications for minor items which are of local significance or are sensitive to development pressures and allocated sites that have not generated significant objection in the Development Plan Document process.	<ul style="list-style-type: none"> ○ Applications which impact on a local landmark ○ Applications in the Area of Outstanding Natural Beauty (AONB) or Site of Special Scientific Interest (SSSI) ○ Applications which propose the loss of a community facility - such as post office, public house ○ Applications for: <ul style="list-style-type: none"> ○ Advertising consent ○ Tree works ○ Conservation Area Consent ○ Listed Building Consent ○ Householder applications ○ Change of use for non-major developments where no building or engineering works are proposed ○ Normally determined within 8 weeks

Appendix D – Glossary of Town and Planning Terms

Glossary

It should be noted that this is not intended as a comprehensive list of planning terms.

Adoption: The formal adoption, by Council, of its Local Plan (cf) or other Development Plan Document following public examination and receipt of a positive report from the Planning Inspectorate is the final formal stage in the evolution of a statutory planning document. Once a plan is adopted it has full legal weight in the determination of planning applications.

Allocation: Formal identification of a land parcel for a specific planning use through a development plan.

Amenity: A positive element, or elements, that contribute to the overall character or enjoyment of an area. For example, open land, trees, historic buildings and the inter-relationship between them, or less tangible factors such as tranquility.

Ancillary use: Where a building or plot of land is in a variety of uses (as defined by the Use Classes Order), the principal use will be the defined use of the land in planning law terms. For example, a factory may have a storage building, offices, a staff restaurant and over-the-counter sales to the public. All of the other uses are ancillary to the predominant use of the factory falling within Use Class B2. If there is no one dominant use a mixed use will exist. Changes in the balance of uses in both instances may constitute a material change of use (cf) and, therefore, require planning permission.

Authorities Monitoring Report (AMR): This measures how the Council is progressing with the timetable set out in the Local Development Scheme (cf). It also assesses the effectiveness of the various policies contained in the Development Plan Documents and monitors key indicators, such as house-building etc.... The Localism Act has removed the statutory requirement to produce this document however it is good practice to prepare such a report..

Appeal: Within a set time of a planning application being determined, or if the Council has failed to determine the application within the statutory timeframe, an aggrieved applicant may ask for a decision to be (re)considered by the Planning Inspectorate. The appeal may be conducted (i) in writing, (ii) by an informal discussion led by the Inspector or (iii) by a formal public inquiry, with cross-examination of witnesses and perhaps barristers to present the respective parties' cases. The Planning Inspectorate decision is binding (but is subject to potential legal challenge in the High Court).

Application form: Each planning application must be accompanied by a formal application form. These forms follow a national standard and include the name and address of the applicant, the location of the development and details of the proposal. Must be accompanied by: a signed ownership certificate; a plan of the proposal at an appropriate and recognised scale; and usually by a variety of other information i.e. Design and Access Statement, an Environmental Impact Assessment, Ecological Surveys, Transport Assessments, etc.

Approved plans: A plan at a recognised scale that shows the development permitted by a grant of planning permission. Any significant variation in the built form from that shown on the approved plans may require a further planning application or may lead to enforcement action, which could include the demolition of the offending buildings or cessation of the aberrant use(s). See also 'Decision Notice'.

Blight: The reduction, or perceived reduction, in value of a building or piece of land as the result of a planning decision.

Brownfield land: Land which has been previously developed. Often associated with urban land but equally relates to previously developed land in the countryside. May be contaminated by pollutants which require remediation before re-use and redevelopment occur.

Call-in: Some planning applications must be notified to the Secretary of State to give her/him the opportunity to 'call-in' an application for her/his own determination. The Secretary of State also has powers to call-in any application and may direct us to hand it over to them. The application is considered at a public inquiry by one or more members of the Planning Inspectorate (cf) who make recommendations to the Secretary of State, who decides whether or not to allow the application.

Capacity study: A study designed to identify what capacity or 'headroom' there is for a particular form of development. Uses population projections and other statistical data/assumptions to identify whether there is a gap between the current amount of provision and the level of provision projected as being necessary (usually at some point in the future). Most commonly associated with retail capacity studies, where a developer wants to show that there is the capacity for a new store that will not undermine existing stores. But see also 'Urban capacity study'.

Change of use: Planning permission is usually required to change the use of a building or land to another use class. Intensification of a use may constitute a change of use.

Code for Sustainable Homes: A national standard for sustainable design and construction of new homes. It aims to reduce carbon emissions and promote higher standards of sustainable design above the minimal set out in the Building Regulations. The code awards new homes a star rating from 1 to 6, based on their performance against nine sustainability criteria which are combined to assess the overall environmental impact. Six stars are the highest achievable score, reflecting exemplary developments. Code level 3 compliance became mandatory in September 2010 for new-build residences, currently compliance with higher levels of the Code is voluntary.

Comparison shopping: Shopping for non-essential items, generally of a higher value (such as furniture and electrical goods) but also extends to clothing, books, cosmetics, etc. Comparison shopping has traditionally been conducted in town centres, but since the 1980s has also been carried out in retail [warehouse] parks and, most recently, on-line. See also: 'Convenience shopping' and 'Town centres first'.

Compulsory Purchase Order (CPO): An Order issued by the government, or a local authority, for the enforced acquisition of land or buildings for public interest purposes. For example, for the construction of a major road or the redevelopment of certain brownfield sites. The purchasing authority needs to be capable of demonstrating that they have tried to acquire the property by negotiation before a CPO can be issued. Most CPOs are preceded by a CPO Inquiry conducted by a member of the Planning Inspectorate, who will either confirm or reject the Order.

Conditions: Planning permission is usually granted subject to conditions, all of which must be complied with. Conditions should only be imposed when permission would otherwise have to be refused. It is the responsibility of the developer to ensure that the terms of all conditions are met.

Conservation area: A defined area, designated by a local council, which is to be preserved or enhanced because of its special architectural or historic interest. There are 11 conservation areas in the West Somerset LPA area. A special planning regime operates in conservation areas.

Convenience shopping: Shopping for goods of an essential day-to-day nature, such as food, newspapers, tobacco, etc.

Decision notice: The official document, issued by the Local Planning Authority, Planning Inspectorate or the Secretary of State, that grants or refuses planning permission. Development may not legally begin before the decision notice has been issued. Reasons for permitting or refusing development, and for any conditions imposed on a permission, are always given. In conjunction with the approved plans, this is the definitive statement of the development that has been granted or refused permission.

Design Guides, Statements or Codes: A document which focuses on the visual character of a place and how it might be protected or enhanced.

Delegation/delegated decision: Decisions on planning applications where officers make decisions on behalf of the elected planning committee. The majority of decisions are made in this way, provided that there are no complex issues, or the proposal is wholly acceptable in planning terms. It is also used for refusal when an application is clearly not in accordance with planning policies or practice.

Demolition: Requires planning permission only in certain circumstances (such as for homes), but planning permission is normally required to rebuild on the site. Demolition of listed buildings requires Listed Building Consent and special provisions apply in conservation areas.

Density: In the case of residential development, a measurement of either the number of habitable rooms (any room used or intended to be used for sleeping, cooking, living or eating purposes i.e. not bathrooms, hallways, utility rooms) per hectare or the number of dwellings per hectare [dph].

Department for Communities and Local Government (DCLG): Government department responsible for, inter alia, preparing primary and secondary legislation on town and country planning and for preparing guidance to direct and assist in the day-to-day interpretation and operation of the statutory town planning system, such as the National Planning Policy Framework. Also determines called-in or recovered planning applications.

Departure: A proposed development that is not in accordance with the adopted development plan, but for which the Local Planning Authority proposes to grant planning permission subject to no intervention from the government.

Design & Access Statement: Prepared by applicants for planning permission. Describes the development and explains how the design was arrived at, what local planning policies have been observed, how any public engagement has been reflected in the design, and how relevant principles of good design have contributed to the proposal. This document enables the lay public to understand how the finished proposal was arrived at, and acts as a check upon the quality of the decision-making process which led to that proposal by the developer concerned.

Detailed application/'Details': A planning application seeking full permission for a development proposal, with no matters reserved for later planning approval. Antithesis: outline application development: Defined in the 1990 Act as "the carrying out of building, engineering, mining or other operations in, on, over or under land" (known as operational development) or "the making of any material change of use of any buildings or other land". Not all development requires planning permission – see 'Permitted development'.

Development Brief: See 'Masterplan'.

Development Management: The new name for development control. The act of determining planning applications (and similar) in conformity with the development plan and material considerations.

Development Plan Document (DPD): Statutory documents produced by LPAs that must be taken into account in determining planning applications eg: the Local Plan. Currently, planning permission must be granted in accordance with these documents unless material considerations indicate otherwise. Development Plan Documents must be subjected to examination by The Secretary of State for Communities and Local Government. Under the changes introduced by the Localism Act and the NPPF most of the former Local Development Framework documents have been combined into a single Local Plan.

Edge of centre: A location that is within easy walking distance of the primary shopping area.

Enabling development: Development that is usually contrary to established planning policies but which is exceptionally permitted because it has been demonstrated to be necessary to generate funds to enable the conservation of a Listed Building or its setting and where the indirect benefit of the enabling development clearly outweighs any direct harm that it would cause.

Enforcement: The investigation and resolution of alleged breaches in planning control, usually undertaking development without permission or failing to observe conditions. An otherwise acceptable breach of planning control can be corrected by a retrospective planning application. Formal enforcement action, which could include issuing of an Enforcement Notice to require the demolition of any offending buildings/structures or cessation of any aberrant use, may only be undertaken if the development would not be permitted and it is considered "expedient" to take action. Can ultimately lead to action in the County Court against the defaulting party if negotiation and service of an Enforcement Notice fails to remedy the breach of planning control.

Environmental Impact Assessment (EIA): Likely to be required for nationally defined large-scale developments. Undertaken by the developer when applying for planning permission, the EIA assesses the social, economic and environmental impacts of the proposed development and identifies what remedial measures may be necessary to counter any negative impacts. Used as an informative to decision-making rather than a determinant of whether permission should be granted.

Environmental Information Regulations 2005 (EIR): Provide a statutory right of access to environmental information held by public authorities. Covers information about air, water, soil, land, flora and fauna, energy, noise, waste, emissions and information about decisions, policies and activities that affect the environment.

Examination: See 'Public examination'.

Fee: Nationally set fees are required for a planning application to be determined. Locally-set fees are payable for pre-application discussions and advice. In both cases, the fees vary depending upon the scale and nature of the development being proposed. The fee income is kept by the Council and offset against the costs of providing the planning service. There are limited exemptions from paying planning application fees, including householder applications by registered disabled persons.

General Permitted Development Order (GPDO): The Town and Country Planning (General Permitted Development) Order 1995 allows for the extension of, or changes to, a property without the need for express planning permission, within certain guidelines. This includes small domestic extensions which comply with pre-determined measurements.

Grampian-type condition: A negative condition imposed on a planning permission barring development from happening until a particular action on another piece of land not owned by the applicant has been performed (usually highways works). Named after a court case involving Grampian Regional Council in 1984.

Green Belt: There is no land designated as Green Belt within West Somerset District.

Greenfield land: Land which has not previously been developed (hence antithesis: brownfield land). Most commonly associated with land in the countryside but could equally apply to an undeveloped site within an urban area.

Highways Authority: Somerset County Council is the Highways Authority for Somerset. It is charged with the statutory responsibility of adopting, maintaining, designing, making safe and constructing all roads, footways and public rights of way which are not the responsibility of the Highways Agency (see above). A major consultee on planning applications and in the preparation of Local Plans.

Householder application: A, generally smaller-scale, application to alter or enlarge a house, including works within the garden of a house which are not permitted development. Nationally these form the majority (60%) of the applications received by LPAs.

Inquiry: See 'Appeal'.

Judicial Review (JR): A challenge to the High Court by any aggrieved and affected party against a decision made by, for instance, the Council, the Planning Inspectorate or the Secretary of State. Can only be made on points of law (viz, not planning judgments) and must be made "expeditiously" after the decision to be challenged has been made. This means that applications for JR must be made within 3 months.

Landbank: A stock of land (for housing, for example) which has planning permission or is allocated for development in adopted Core Strategies or Local Plans but has yet to be developed. Housebuilders commonly have considerable landbanks, which bolster their value on the Stock Exchange.

Lawful Development Certificate (LDC): A specialist type of application that determines: (i) whether the existing use of land or buildings is lawful for planning purposes or (ii) confirms that a proposal does not require express planning permission. Often necessary to confirm that the use, operation or activity named in it is lawful when land or property is placed on the market for sale. A fee is charged for an LDC; it is not the same as a planning permission. Sometimes used in enforcement cases.

Listed Building: A building or structure on the Statutory List of Buildings of Special Architectural or Historic Interest maintained by the Secretary of State for Culture Media and Sport. Listing began as a consequence of the destruction of historic buildings during the 1939-45 war and was included in the 1947 Town and Country Planning Act. It was the Planning Act of 1968 however which introduced the concept of 'listed buildings' as such and which afforded them statutory protection. Listing currently protects some 500,000 buildings and structures across England and Wales. By reason of their relative importance, Listed Buildings fall into three categories: Grade I, Grade II* and Grade II, of which the majority - over 90% - are Grade II. A listed building may not be demolished, extended or altered without Listed Building Consent from the Local Planning Authority. No fee is charged for applications for Listed Building Consent but a flat fee is charged for pre-application discussions. Enabling development may, exceptionally, be contemplated in order to secure the preservation of a Listed Building where this can be properly justified..

Local Development Scheme (LDS): This document sets out which planning policy documents are to be prepared by the LPA and also the timetable for their review and the preparation of new documents.

Local Plan: A term which describes the statutory local planning document produced under the pre-2004 planning system that set out all the Council's policies on the development and change of use of land and buildings. Since the passing of the Localism Act 2011 and the publication of the NPPF, the Local Plan is also the new statutory planning document which replaces the Local Development Framework Core Strategy and associated documents which had been introduced in 2004.

Local Planning Authority (LPA): A local authority is charged by central Government with the statutory duty to prepare development plan documents and undertake other duties under the Planning Acts. District Councils have planning powers for all development in their administrative areas with the exceptions of minerals and waste and nationally significant infrastructure projects such as the Hinkley Point C new nuclear proposals. County Councils have planning powers for minerals and waste proposals within their administrative areas. Within West Somerset District, the Exmoor National Park Authority is the LPA for the part of the District within the Exmoor National Park. The West Somerset LPA area comprises the parts of the District which are not in the National Park.

Major application: Involves any one or more of the following: (i) mineral deposits; (ii) waste development; (iii) a site for 10 or more new homes or where the site area for new homes is 0.5ha or more; (iv) the provision of a building or buildings where the floorspace to be created is 1,000m² or more; or (v) any other development carried out on a site with an area of 1 hectare or more.

Masterplan: A term usually applied to a comprehensive written and/or cartographic representation of a potential development scheme. Sometimes a masterplan may have SPD status or it may be submitted with a planning application. Alternatively, land-owners or developers may prepare masterplans to guide their own, or other parties', development. It is important to have a clear understanding of the status and intent of any particular masterplan in order to ascertain how much weight should be placed upon it. A good masterplan sets out constraints and opportunities presented by a site and the principles of the type, form, layout and appearance of development appropriate for it.

Material considerations: Factors considered in the determination of applications for planning permission, alongside the statutory development plan. These include: residential amenity, highway safety, traffic, noise, smell, design and appearance, conservation and listed building interests and any relevant planning comments made by consultees. In order to be material a consideration must relate to the use and development of land and to the planning merits of the development in question. Non-planning comments and the number of objections received are not material considerations. What is considered to be material may be subject to appeal and/or judicial review but the weight to be attached to a material consideration is solely for the decision-maker and will not be challenged by the courts.

Minerals Local Plan: A statutory long-term development plan framework for mineral extraction and associated development. Covers oil, coal, gas, sand, gravel, crushed rock and chalk. All minerals planning powers (plan-preparation and development management) reside with the County Council in Somerset.

National Planning Policy Framework (NPPF): From 1 April 2012 this 50 page document replaced 2,000 + pages of national government policy, advice and guidance contained in Planning Policy Statements and Planning Policy Guidance Notes and their annexes. Until up-to-date local plans are put in place, planning applications must be determined in accordance with the presumption in favour of sustainable development contained within the NPPF.

National Planning Practice Guidance: A web-based resource initiated by the Secretary of State on 6th March 2014 giving additional information on the practical application of the National Planning Policy Framework.

Neighbourhood plans: Introduced under the planning provisions of the Localism Act 2011. Parish or Town Councils may prepare statutory neighbourhood development plans, the policies of which will be material in assessing planning applications within the designated neighbourhood area concerned. These Plans must be in general conformity with the strategic policies of the local plan. After public examination, if found compliant with the regulations they must be subject to a local referendum following which, if successful, being formally 'made' by the LPA.

Net migration: Takes into account natural change in the population (births and deaths) and also those people who have moved into, and out of, the locality. A well accepted population projection model. See also: 'Nil-net migration' and 'Population projections'.

Non-determination: If the Council fails to make a decision on a planning application within the set time, the applicant may appeal to the Planning Inspectorate who then make the decision, rather than the Council.

Objections: Representations received by the Local Planning Authority or any other determining body in respect of either a planning application or a development plan which opposes all or part of the proposals. In order for the objections to be considered and given weight they must raise legitimate planning matters (see 'Material considerations'). The number of objections received is not a legitimate ground for refusing planning permission.

Outline application: An application for planning permission primarily designed to establish that a development is acceptable in principle, subject to subsequent approval of detailed matters. Usually applies to major developments where it is either uncertain whether the proposal is in conformity with the development plan or where the scale of the development is such that it is inappropriate to be exact in every detail at the time of applying for planning permission.

Out of centre: In retailing terms, a location that is clearly separate from the primary shopping area of a town centre but not outside the urban area.

Out of town: In retailing terms, a location clearly outside the current urban boundary.

Overbearing: A term used to describe the impact of a development or building on its surroundings, particularly a neighbouring property, in terms of its scale, massing and general dominating effect.

Over-development: An often pejorative term describing an amount of development (for example, the quantity of buildings or intensity of use) that is considered excessive in terms of demands on infrastructure and services, or impact on local amenity and character.

Overlooking: A term used to describe the effect when a development or building affords an outlook over adjoining land or property, often causing loss of privacy.

Overshadowing: The effect of a development or building on the amount of natural light presently enjoyed by a neighbouring property, resulting in a shadow being cast over that neighbouring property.

Performance targets: Local Planning Authorities have nationally set performance targets to meet, principally revolving around the time taken to determine different types of planning applications. These were originally set as Best Value Performance targets.

Permitted development: Building works and uses as defined by the General Permitted Development Order and Use Classes Order that can be undertaken without the need for express planning permission from the Local Planning Authority.

Planning Acts: The first Planning Act was in 1909 but the modern planning system was introduced by the Town and Country Planning Act of 1947. There have been a series of further Acts over the succeeding years, with the main ones in use today being the four 1990 Acts, the Planning and Compulsory Purchase Acts of 1991 and 2004 and the Planning Act of 2008. To these have been added the planning provisions of the Localism Act 2011. Supplementing the Acts are various circulars, statutory instruments (such as the Local Planning (England) Regulations) and the National Planning Policy Framework (1st April 2012) as well as other guidance notes, policy statements and ministerial announcements.

Planning application: A planning application is necessary in order to secure express planning permission from the relevant Local Planning Authority for development that is not otherwise permitted development. See also 'Application form'.

Planning Obligations: Securing the delivery of community benefits by legal agreement following negotiation with applicants for planning permission, without which any development would be unacceptable. May include the physical construction of facilities, the provision of land or the payment of a fee in lieu of on-site provision. The building of affordable housing and the provision of new children's play areas are examples. Also known as Section 106 agreements. These may not be used to remedy existing infrastructure deficiencies and should only be used to meet the needs generated by the development being permitted. There is currently no intention to introduce the Community Infrastructure Levy in the West Somerset LPA area. (cf).

Planning Inspectorate (PINS): National Body that undertakes planning and enforcement appeals on behalf of the Secretary of State for Communities and Local Government (usually against Local Planning Authority refusal of permission or non-determination of planning applications). As of 2012 it also determines nationally important infrastructure projects. Holds evidence-gathering, quasi-judicial examinations into both planning applications and local plans and DPDs. PINS decisions on planning applications are binding on all parties except Government, but all of its decisions may be overturned by the courts on limited technical grounds following judicial review.

Planning Permission: The consent given by the Local Planning Authority, the Planning Inspectorate or the Secretary of State for development. Usually given with conditions and with a time limit for the beginning of development. May be subject to planning obligations. Reasons for permission will be given on the decision notice. Will be closely based on the information given in the planning application form and the ancillary information supplied by the applicant.

Planning Portal: A Government sponsored web-site from which much useful generic information about the statutory town and country planning and building control systems can be gathered. Most LPAs are connected to the Planning Portal via hyperlink, such that it acts as a 'one stop shop' for developers and the public wishing to gain access to the planning pages of their local authority's web-site. West Somerset Council, offer electronic submission of planning applications and the payment of fees via the Planning Portal.

Pre-application discussions/fees: An opportunity for councils and developers to work together to achieve developments that deliver benefits to the community and the economy. These discussions are provided for a fee, for officer time, but in the long-term they can save time, costs and frustration and optimise the potential of a site.

Previously Developed Land (PDL): See 'Brownfield land'.

Primary Shopping Area (or Primary Shopping Frontage): A designated area where the number of Use Class A1 shops is most concentrated in a town centre. Beyond the primary shopping area may lie secondary and tertiary shopping areas, where shop uses become more diluted by other A-use classes (such as pubs, restaurants, banks) and other town-centre type uses (such as assembly and leisure uses).

Prior Approval: A procedure where permission is deemed granted if the Local Planning Authority does not respond to the developer's application within a certain time. Often relating to telecommunication or agricultural developments. **Public examination:** An interrogatory process led by one or more members of the Planning Inspectorate, held to examine the soundness of a DPD. Similar to an informal hearing: see 'Appeal'.

Public [local] inquiry (PLI): See 'Appeal'.

Refusal of planning permission: The guiding principle in determining planning applications is that development should be permitted, having regard to the development plan and all other material considerations, unless the proposed development will "cause demonstrable harm to interests of acknowledged importance". The person making the decision will issue a decision notice detailing the reasons for refusal. Within a set time, aggrieved applicants have the right to appeal against the refusal of planning permission.

Retrospective planning application: Occasionally a Local Planning Authority may receive, or in some enforcement cases encourage, those parties that have undertaken unauthorised development to submit a planning application to regularise the situation. Attempting to sell land or buildings upon which unauthorised development has occurred can lengthen the process and reduce the price received.

Saved policies: Policies within a development plan that the Secretary of State has allowed to continue to have legal force, following passage of the 2004 Act, during the production of replacement Development Plan Documents. Development plan policies which were not included in saving directions issued by the Secretary of State no longer have any effect.

Secretary of State for Communities and Local Government: The member of the Government with responsibility for local government functions including town and country planning.

Section 106 agreements: See 'Planning gain/obligations'.

Sequential test: The process of demonstrating that development is to occur on the most preferable location for the appropriate use. Most commonly associated with the 'town centres first' policy.

Site Notice: Statutory notice posted on, or close to, a development site for at least 21 days, providing public notice of the existence of a planning application on the site. Usually accompanied by the publication of the same notice in a newspaper circulating in the locality.

Soundness, tests of: At a public examination held by one or more members of the Planning Inspectorate, local plans are checked against four tests of soundness – whether they have been positively prepared, are justified, effective and consistent with national policy - and whether the plan has been prepared in accordance with the duty to co-operate, legal and procedural requirements. Neighbourhood plans are not tested for soundness but will be tested for compliance with the relevant regulations. These criteria are established in the National Planning Policy Framework.

Statement of Community Involvement (SCI): This sets out the Council's policy on involving the community in policy-making and major planning applications. The preparation of an SCI is a statutory requirement.

Stop Notice: Notice served by an LPA on a land-owner where there is a breach of planning control that requires to be stopped. Serving a stop notice must follow an enforcement notice. Does not come into force for three days and gives reasons why the stop notice is necessary.

Strategic Environmental Assessment (SEA): Required to be prepared for plans and policies under the terms of the European directive 2001/42/EC for "environmental assessment of certain plans and programmes". Undertaken in conjunction with the Sustainability Appraisal. All but the least important of planning documents now have to be subject to SA/SEA.

Strategic Flood Risk Assessment (SFRA): Study to provide a reference and policy document to inform the local plan; and to ensure that the Council meets its legal obligations in respect of managing flood risk. SFRA come in two levels, SFRA Level 1 covers the whole LPA area at a relatively basic level. SFRA level 2 focuses in considerably more detail on flood risk issues affecting areas for which major development is proposed.

Strategic Housing Land Availability Assessment (SHLAA): Study to determine the availability and viability of potential future housing sites.

Strategic Housing Market Assessment (SHMA): Study to identify the full objectively assessed housing need for the area including evidence on the types of housing that are needed to meet current and future demand. Used to inform both the local plan and development management decisions...

Sui generis use: A use not falling within any of the defined planning Use Classes (cf). Any change of use requires express planning permission.

Supplementary Planning Document (SPD): SPD provides more detailed information on the way in which statutory planning policy and proposals featured in development plan documents will be applied. They are also used in the process of determining planning applications.

Sustainability Appraisal (SA): An assessment of the impact the proposals contained within a DPD would have on the environment, economy and society. It is carried out in conjunction with the Strategic Environmental Assessment. The results of SA are used to help make choices between available strategy /policy options in the interests of developing a sustainable Local Plan.

Sustainable Development: The underpinning definition for planning is that included in Resolution 24/187 of the United Nations General Assembly: "development that meets the needs of the present without compromising the ability of future generations to meet their own needs." As cited on page 2 of the National Planning Policy Framework, which goes on to state that: "The policies in paragraphs 18 to 219 of the NPPF taken as a whole constitute what the Government's view of what sustainable development in England means in practice for the planning system".

Temporary Stop Notice: Served by an LPA on a landowner where a breach of planning control needs to be stopped immediately. Lasts for 28 days, during which the LPA must decide whether to issue an Enforcement Notice. Must specify the activity to be halted. See also 'Stop Notice'.

'Town centres first': A sequential locational test that developers and LPAs have to demonstrate has been followed in the placing of new shopping, leisure and office developments. The preferred order in the sequential test is: town centre; edge of centre; out of centre; out of town. Only if it can be clearly demonstrated that the development cannot be placed in a location higher in the preferential scale can the development be placed in a less favoured location lower in the hierarchy.

Town, Parish or Village Plans: Community led documents which help a community come to a collective view about various issues affecting its life and future development. They can address both planning and land use issues as well as social and service related matters. Their contents are not material considerations in considering planning applications unless they have been prepared through the full SPD processes and have been adopted by the Council as such. One of the main benefits of this type of document is that it helps communities respond to consultation exercises in a well informed way.

Tree Preservation Order (TPO): An order made by an LPA securing the protection of a single tree or group of trees of significant amenity benefit to their local area. In general, it is an offence to cut down, top, lop, uproot, willfully damage or willfully destroy a tree subject to a Tree Preservation Order without the consent of the Local Planning Authority.

Unauthorised development: Development that requires planning permission but which does not have it. Once unauthorised development comes to the attention of the Local Planning Authority an enforcement investigation will be begun. Unauthorised development can be regularised by a retrospective planning application in some instances or it may be beyond the time limits for enforcement action (four years for operational development or ten years for a change of use or breach of a planning condition). A Lawful Development Certificate is sometimes applied for to regularise the situation.

Use Classes [Order]: Government statutory instrument that sets out broad classes of similar uses. Currently there are 15 different use classes. Within each class, planning permission is not required to change from one use to another e.g. changing from a butcher's shop to an internet café does not require planning permission as both fall within the same use class (A1 - shops). There are also certain changes of use from one class to another that do not require planning permission e.g. from a pub (class A4) to a shop (class A1).

Validation: The initial process carried out by the Local Planning Authority upon receipt of a planning application. Checks are undertaken to ensure that all of the necessary information has been supplied with the application form and that the appropriate planning application fee has been paid. Only once this process has been completed will an application:

- be registered as valid;
- be given a unique reference number;
- be allocated to a specific planning officer (known as the case officer) to process and determine, and;
- be added on to the weekly list.

The necessary consultation letters will be sent out only after validation is completed.

Waste Local Plan/LDF: A statutory long-term development plan framework for managing and disposing of waste. In Somerset, Somerset County Council is the waste local planning authority being responsible for both plan-preparation and development management concerning waste matters.

Weekly list: A compendium of all new valid planning applications received by the Local Planning Authority in the preceding seven days. Gives limited details including the application reference number, the address of the development, a brief description of the proposals and the name of the case officer. Available to view free of charge or to purchase.

Weight: The weight to be attached to an issue in the determination of a planning application is a matter for the decision-maker and will not usually be challenged by the courts. See also 'Material considerations'.