



District Executive (Informal)

Thursday 7th July 2022

9.30 am

**Virtual Meeting
using Zoom meeting software**

The following members are requested to attend the meeting:

Jason Baker
Mike Best
John Clark
Adam Dance
Sarah Dyke

Peter Gubbins
Val Keitch
Tony Lock
Peter Seib
Nicola Clark

Any members of the public wishing to address the meeting at Public Question Time need to email democracy@southsomerset.gov.uk by 9.00am on Wednesday 6th July 2022.

The meeting will be viewable online at:

https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF_soA

For further information on the items to be discussed, please contact democracy@southsomerset.gov.uk

This Agenda was issued on Wednesday 29 June 2022.

Jane Portman,
Chief Executive

**This information is also available on our website
www.southsomerset.gov.uk and via the Modern.gov app**

Information for the Public

In light of the coronavirus pandemic (COVID-19), District Executive Committee will meet virtually via video-conferencing to consider reports. As of 7 May 2021 some interim arrangements are in place for committee meetings.

At the meeting of Full Council on 15 April 2021 it was agreed to make the following changes to the Council's Constitution:

- a) To continue to enable members to hold remote, virtual meetings using available technology;
- b) To amend Part 3 (Responsibility for Functions) of the Council's Constitution to allow those remote meetings to function as consultative bodies and delegate decisions, including Executive and Quasi-Judicial decisions, that would have been taken by those meetings if the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 had continued in force to the Chief Executive (or the relevant Director in the Chief Executive's absence) in consultation with those meetings and those members to whom the decision would otherwise have been delegated under Part 3 of the Constitution;
- c) The delegated authority given under (b) will expire on 31 July 2021 unless continued by a future decision of this Council;

For full details and to view the report please see -

<https://modgov.southsomerset.gov.uk/ieListDocuments.aspx?CId=137&MId=2981&Ver=4>

Further to the above, Council agreed to extend the arrangements to 21 July 2022.

For full details and to view the reports please see -

<https://modgov.southsomerset.gov.uk/ieListMeetings.aspx?CId=137&Year=0>

District Executive

Meetings of the District Executive are usually held monthly, at 9.30am, on the first Thursday of the month (unless advised otherwise).

The Executive Forward Plan and copies of executive reports and decisions are published on the Council's web site: <http://modgov.southsomerset.gov.uk/ieDocHome.aspx?bcr=1>

Agendas and minutes can also be viewed via the modern.gov app (free) available for iPads and Android devices. Search for 'modern.gov' in the app store for your device, install, and select 'South Somerset' from the list of publishers, then select the committees of interest. A wi-fi signal will be required for a very short time to download an agenda but once downloaded, documents will be viewable offline.

Public participation at meetings (held via Zoom)

Public question time

We recognise that these are challenging times but we still value the public's contribution to our virtual meetings. If you would like to participate and contribute in the meeting, please join on-line through Zoom at: <https://zoom.us/join> You will need an internet connection to do this.

Please email democracy@southsomerset.gov.uk for the details to join the meeting.

If you would like to view the meeting without participating, please see:
https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF_soA

The period allowed for participation in Public Question Time shall not exceed 15 minutes except with the consent of the Chairman and members of the Committee. Each individual speaker shall be restricted to a total of three minutes.

If you would like to address the meeting at Public Question Time, please email democracy@southsomerset.gov.uk by 9.00am on Wednesday 6th July 2022. When you have registered, the Chairman will invite you to speak at the appropriate time during the virtual meeting.

Virtual meeting etiquette:

- Consider joining the meeting early to ensure your technology is working correctly.
- Please note that we will mute all public attendees to minimise background noise. If you have registered to speak during the virtual meeting, the Chairman will un-mute your microphone at the appropriate time.
- Each individual speaker shall be restricted to a total of three minutes.
- When speaking, keep your points clear and concise.
- Please speak clearly – the Councillors are interested in your comments.

District Executive (Informal)

Thursday 7 July 2022

Agenda

1. Minutes of Previous Meeting

To approve as a correct record the minutes of the District Executive meeting held on 09 June 2022.

2. Apologies for Absence

3. Declarations of Interest

In accordance with the Council's current Code of Conduct (as amended 26 February 2015), which includes all the provisions relating to Disclosable Pecuniary Interests (DPI), personal and prejudicial interests, Members are asked to declare any DPI and also any personal interests (and whether or not such personal interests are also "prejudicial") in relation to any matter on the Agenda for this meeting.

Members are reminded that they need to declare the fact that they are also a member of a County, Town or Parish Council as a Personal Interest. Where you are also a member of Somerset County Council and/or a Town or Parish Council within South Somerset you must declare a prejudicial interest in any business on the agenda where there is a financial benefit or gain or advantage to Somerset County Council and/or a Town or Parish Council which would be at the cost or to the financial disadvantage of South Somerset District Council.

4. Public Question Time

5. Chairman's Announcements

Items for Discussion

6. Leisure Operator Introduction and Presentation (Pages 6 - 8)

7. Discretionary Energy Rebate Scheme Policy (Pages 9 - 30)

8. Review of 2022/23 Capital Programme (Pages 31 - 35)

9. 2021/22 Revenue Budget Outturn Report (Pages 36 - 45)

10. 2021/22 Capital Budget Outturn Report (Pages 46 - 63)

11. Wincanton Regeneration budget - Change of Scope (Pages 64 - 69)

12. Investment Asset Update Report (Pages 70 - 81)

13. North Cadbury and Yarlinton Neighbourhood Plan (Pages 82 - 197)

- 14. Establishment of an Implementation Board in Somerset for the implementation of local government reorganisation** (Pages 198 - 204)
- 15. District Executive Forward Plan** (Pages 205 - 209)
- 16. Date of Next Meeting** (Page 210)
- 17. Exclusion of Press and Public** (Page 211)
- 18. Briefing on Local Government Reorganisation (Confidential)** (Page 212)

Leisure Operator Introduction and Presentation

Executive Portfolio Holder:	CLr Mike Best, Health and Wellbeing
Strategic Director:	Nicola Hix, Director – Strategy and Support Services
Service Manager:	Brendan Downes, Lead Specialist, People, Performance and Change, Strategy and Commissioning
Lead Officer:	Lynda Pincombe, Specialist, Procurement, Strategy and Commissioning
Contact Details:	Lynda.Pincombe@southsomerset.gov.uk or 01935 462614

Purpose of the Report

1. This report and Appendix A (published as a separate supplement) are submitted for information and summarise the performance of the Council's Leisure Operator in Year 1 of their contract with the Council. Freedom Leisure will guide members through the presentation attached as an appendix during the meeting.
2. Members are invited to ask any questions of Freedom Leisure personnel or the Portfolio Holder.

Forward Plan

3. This report appeared on the District Executive Forward Plan with an anticipated Committee date of 7th July 2022.

Public Interest

4. The operation of the Council's indoor facilities in Yeovil and Wincanton and Chard is managed by a specialist leisure operator, Freedom Leisure. The Council is interested in receiving periodic reports from the operator to ensure that they are delivering against agreed contract outcomes and maintaining a high quality leisure provision for residents, both within the centres and the wider community.

Recommendations

That District Executive note and comment on the presentation

Background

5. In April 2021, South Somerset District Council and District Executive formally approved the appointment of Wealden Leisure (trading as Freedom Leisure) as the Council's new leisure operator for the next 15 years, following a competitive tender process.
6. Freedom Leisure is a genuine not for profit organisation with HMRC approved exempt charity status. Freedom Leisure currently manage 106 facilities for 24 council partners, schools and academies and have a good record of accomplishment.

7. The leisure contract is expected to deliver the following key outcomes:
 - a. Enhanced leisure centres by April 2022, through the Council investing capital in the centres using the expertise and knowledge of the contractor, which will provide more fit for purpose facilities for the next fifteen years and beyond including the new Chard Leisure Centre facility
 - b. Increases in participation at the leisure centres to more than 550,000 visits per annum, particularly from target groups, including people with disabilities, women and girls, young people, BME groups and older people
 - c. Improvements to customer satisfaction which will result in repeat visits
 - d. Improvements in health, such as a reduction in the number of people with diabetes, obesity levels or people who smoke
 - e. A partnership approach to delivery, reviewing performance and refining delivery to meet the needs of South Somerset residents
8. Performance monitoring reports are provided by Freedom Leisure utilising mutually agreed KPI's and metrics. These are reviewed quarterly by the contract manager and finance specialist together with the Freedom team and any corrective measures agreed.
9. Performance and delivery plans (including the Active Community Plan) will be reviewed by a strategic review group every 6 months. This group will include the Director for Strategy, Commissioning and Support Services, Portfolio Holder for Health and Wellbeing, Property Specialist and the Healthy Self Reliant Communities COP lead.
10. An executive report will be presented to members by Freedom Leisure on an annual basis. This report will look at past performance but also allow members to shape delivery plans for the forthcoming year.

Report Detail – Overview of Presentation

11. Freedom Leisure personnel deliver a PowerPoint presentation to members covering the following:
 - a. Financial Performance
 - b. Utilisation of facilities in year 1
 - c. Active Communities Programme
 - d. Customer service/operational performance
 - e. Utility usage
 - f. Compliance
 - g. Social Value delivery
 - h. Members questions

Financial Implications

12. There are no new financial implications.

Legal implications (if any) and details of Statutory Powers

13. There are no new legal implication in connection with this report.

14. Not applicable for a presentation.

Council Plan Implications

15. The effective management of the Council’s leisure centres contributes to Council Plan aim to “improve health and reduce health inequalities” and to help the Council “to build healthy, self-reliant, active communities” by “Helping people to live well by enabling quality cultural, leisure, play, sport & healthy lifestyle facilities & activities”.

16. The current Council Plan demonstrates the council’s commitment to keep South Somerset green, clean and attractive and respond to the climate and ecological emergency. The first area of focus under this theme is to continue the delivery of the Environment Strategy action plan reducing our carbon emissions by 10% every year, to reach carbon neutrality by 2030.

Carbon Emissions and Climate Change Implications

17. The investment proposals put forward by Freedom Leisure as part of their contract tender expected to reduce emissions by 269 tonnes per annum. The increased scope of decarbonisation works utilising PSDS funding, is expected to reduce carbon emissions by 435 tonnes per annum in total across the Council’s three leisure sites.

Equality and Diversity Implications

<i>An Equality Impact Relevance Check Form has been completed in respect of the Proposal?</i>	N/a
<i>The Impact Relevance Check indicated that a full EIA was required?</i>	
<i>If an EIA was not required please attach the Impact Relevance Check Form as an Appendix to this report and provide a brief summary of its findings in the comments box below.</i>	
<i>If an EIA was required please attach the completed EIA form as an Appendix to this report and provide a brief summary of the result of your Equality Impact Assessment in the comment box below.</i>	
Additional Comments	

Background Papers

Reports to District Executive – December 2020 and April 2021

Energy Rebate Discretionary Scheme Policy

Executive Portfolio Holder:	Peter Seib, Finance and Legal Services
Strategic Director:	Kirsty Larkins, Service Delivery
Lead Officer:	Catherine Thompson, Benefits Specialist, Benefits & Housing
Contact Details:	Catherine.thompson@southsomerset.gov.uk

Purpose of the Report

1. To inform the District Executive of the Energy Rebate Discretionary Scheme Policy that has been developed in collaboration with Somerset West & Taunton, Sedgemoor and Mendip District Councils.

Forward Plan

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of 7th July 2022.

Public Interest

3. On 3 February 2022, the Government announced measures to help protect millions of households from rising energy costs by way of Main and Discretionary payment schemes.
4. Whilst the Main Government scheme is limited to paying a £150 rebate to all eligible households in Council Tax bands A-D, the Government has also provided South Somerset District Council £298,350 for a Discretionary Fund to support those suffering financial hardship as a result of the rising cost of living.

Recommendations

5. That District Executive recommend that Full Council agree to endorse the Discretionary Energy Rebate Scheme.

Background

6. Councils can determine how best to use their Discretionary Fund and where it considers the best means of supporting those in financial difficulty including carefully targeted top up payments or to offer support exceeding £150 per household. The Government expects that all support from the Discretionary Fund is targeted towards those most likely to be suffering hardship as a result of the rising cost of living.
7. In designing our discretionary scheme we have focused on five objectives:
 - Delivers on the Government and public's expectation of quickly mobilising and delivering support to hard pressed households.



South Somerset District Council

- Uses the means-tested Council Tax Support (CTS) scheme as a consistent basis of identifying low income/low capital households, (and consequently those most likely to be impacted the most from rising energy bills).
- Manages expenditure within the funding provided.
- Is straightforward to administer.
- Ring-fences some of the funds available for households in difficult circumstances which cannot be captured within a rules- based framework.

The Discretionary Scheme Policy

8. The Discretionary Scheme was developed in conjunction with Somerset West & Taunton, Sedgemoor and Mendip District Councils with the aim of having a Somerset Wide scheme.
9. We designed the scheme with three parts:
 - a. A single one-off payment of £150 will be awarded to any household who resides in a dwelling with a Council Tax band E to H **and** who are in receipt of CTS.
 - b. A single “top up” payment of £27* to all households within Council Tax Band A to H who receive a £150 Council Tax Energy Rebate from either the main or discretionary scheme **and** who are in receipt of CTS
 - c. A **General Energy Support Fund** payment of £150 for any household not entitled to either a payment in (a) or (b) above or a payment under the Mandatory Council Tax Energy Rebate **and**
 - i. Is directly responsible for household energy bills; **and**
 - ii. Is experiencing financial hardship and struggling to meet their energy costs
10. The payment under part 3 will be by referral by a partner agency (in the case of South Somerset – Citizen’s Advice)
11. The effective date for this scheme is 1st April 2022. The Council will determine eligibility based on the position at the end of that day. This is in line with the Mandatory Scheme.
12. At the time of writing this report the three step scheme has been agreed in all Somerset Councils and is supported by South Somerset Citizen’s Advice.

Financial Implications

13. Funding received in the sum of £298,350 for the Discretionary Scheme.
14. £5,000 has been set aside towards the General Energy Support Fund
15. £150 for households in Council Tax bands E-H who also receive Council Tax Support. This equates to 234 households and the total sum of £35,100.00
16. This leaves £258,250 for the top up payment to Council Tax Support recipients in bands A-H. This is 9,357 recipients = £27.60.



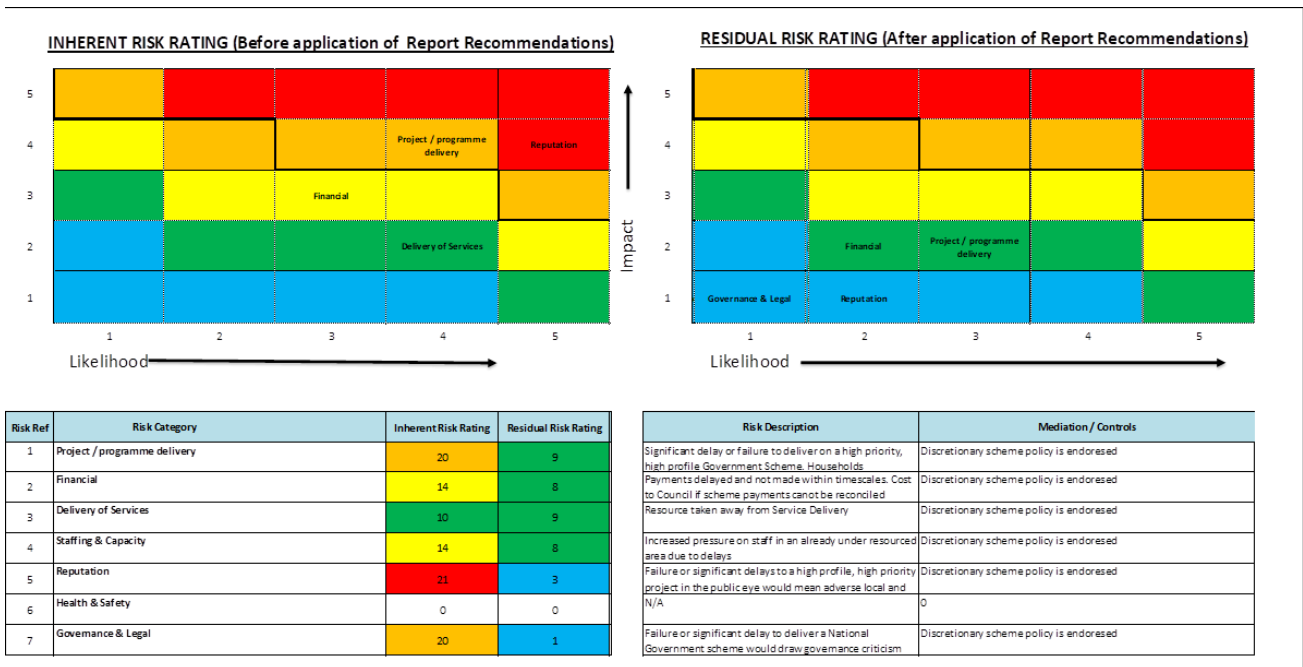
South Somerset District Council

17. Rounded down to the nearest pound of £27.00 leaves a balance of £5,611 to be added to the General Energy Support Fund bringing this to £10,611 which will be enough for 70 payments of £150.
18. *This calculation has been used by Somerset West & Taunton and Mendip Councils hence the variance in the top up payment due to differing caseloads. The top up payment in Mendip is £25, £21 in Sedgemoor and £24 for Somerset West & Taunton. Sedgemoor have not specified an amount for the General Fund (part 3).

Legal implications (if any) and details of Statutory Powers

19. None

Risk Matrix



Council Plan Implications

- Priority 2: Healthy and self-reliant communities
- Priority 3: Economy and Covid-19 recovery plan

Carbon Emissions and Climate Change Implications

None

Equality and Diversity Implications

<i>An Equality Impact Relevance Check Form has been completed in respect of the Proposal?</i>	No
<i>The Impact Relevance Check indicated that a full EIA was required?</i>	N/A
<i>If an EIA was not required please attach the Impact Relevance Check Form as an Appendix to this report and provide a brief summary of its findings in the comments box below.</i>	
<i>If an EIA was required please attach the completed EIA form as an Appendix to this report and provide a brief summary of the result of your Equality Impact Assessment in the comment box below.</i>	
Additional Comments	
A Somerset Wide EIA has been prepared which shows no negative impacts. See document attached.	

Privacy Impact Assessment

Although referrals may be received from our partner agency (in the case of South Somerset – Citizen’s Advice), all personal data will be processed by SSDC staff.

Background Papers

- South Somerset District Council Discretionary Council Tax Energy Rebate Scheme 2022-23
- Equalities Impact Assessment

The Discretionary Council Tax Energy Rebate Scheme 2022-23

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Definitions

The following definitions are used within this document:

‘Chargeable Dwelling’; means any dwelling that appears on the Council’s Council Tax Valuation List on 1 April 2022;

‘Council Tax Exemption or Exempt Dwelling’; means any chargeable dwelling which is determined by the Council as exempt from Council Tax as prescribed by the Council Tax (Exempt Dwellings) Order 1992 as amended;

‘Council Tax Energy Rebate Scheme or Mandatory Scheme’; means the scheme announced by the Secretary of State for Levelling Up, Housing and Communities on 3 February 2022 as part of a package of support for rising energy costs;

‘Council Tax Payer or Liable Person’ means the liable person determined by the Council as being responsible for Council Tax under section 6 of the Local Government Finance Act 1992;

‘Council Tax Reduction (or Support)’ means any entitlement awarded under section 13A 1(A) of the Local Government Finance Act 1992;

‘Discretionary Scheme or Fund’; means the scheme determined by the Council in line with the guidance issued by the Department for Levelling Up, Housing and Communities announced on 3 February 2022;

‘Effective Date’; means the effective date of this scheme. The effective date shall be the situation as at the end of the day on 1 April 2022

‘Empty Dwelling (or premises)’ means any dwelling that is not deemed to be the sole or main residence of a person and are substantially unfurnished;

‘Liability for Owner’; means any dwelling determined to fall within the Council Tax (Liability for Owners) Regulations 1992, for example, House in Multiple Occupation or Residential Care homes;

‘Mandatory Scheme’; means the scheme determined by Government in line with the guidance issued by the Department for Levelling Up, Housing and Communities announced on 3 February 2022;

‘Second Home’ means any dwelling not deemed to be the sole or main residence of the liable person and which is furnished as defined by the Council Tax (Prescribed Class of Dwellings) (England) Regulations 2003 as amended; and

‘Sole or main residence’ means the dwelling determined by the Council to be the sole or main residence of a person.

1.0 Purpose of the scheme and background.

- 1.1 The purpose of this policy is to determine eligibility for a payment under the Council's Discretionary Council Tax Energy Rebate Scheme (the 'Discretionary Scheme').
- 1.2 The scheme has been designed based on general guidance issued by the Secretary of State for Levelling Up, Housing and Communities on 3rd February 2022. However, it is separate to the mandatory Council Tax Energy Rebate Scheme which is largely determined by Government
- 1.3 The Council's Discretionary Scheme is part of a package of support for households in respect of rising energy costs.
- 1.4 Government has determined that Councils can decide locally how best to make use of the discretionary funding to provide payments to other households who are energy bill payers but not covered by the mandatory Council Tax Rebate. However, Government has stated that occupants of class M (student halls) are unlikely to be eligible for discretionary support, unless they are exposed to rising energy prices in a similar way to other households and discretionary support should **not** be offered to occupants of property in exemption class O, where the Ministry of Defence will provide cost of living support.

2.0 Funding

- 2.1 Government has provided funding to the Council; however, all payments will have to be made prior to the 30 November 2022 which is the deadline for this scheme. Given the need to meet this deadline all applications must be made by no later than 23 November 2022. However, as the funding provided to the Council for this scheme is limited, the Council reserves the right to close the scheme or any part thereof should funding be exhausted earlier.

3.0 Eligibility criteria and awards

Basic eligibility

- 3.1 The Council has decided that the payments will be made provided:
- (a) the household has their sole or main residence in a dwelling; and
 - (b) the Council Tax liable person is not a local authority, a corporate body or other body such as a housing association, the government or governmental body.

Awards

- 3.2 Where the criteria in 3.1 (a) and (b) are met, the following awards will be made:
- (a) A single one-off payment of £150 will be awarded to any household who resides in a dwelling with a Council Tax band E to H **and** who are in receipt of Council Tax Reduction (Council Tax Support);
 - (b) A single 'top up' payment of £27 to any household within Council Tax band A to H who receives an award of Council Tax Reduction (Support); and

- (c) A payment of £150 for any household, not entitled to either a payment in (a) or (b) above or a payment under the mandatory Council Tax Energy Rebate **and:**
- (i) Is directly responsible for household energy bills; and
 - (ii) Is facing significant difficulties in paying energy bills.

- 3.3 In the case of 3.2(a) and (b), households in Council Tax band E who receive a Reduction for Disability in accordance with the Council Tax (Reduction for Disabilities) Regulations 1992 (Disabled Person Reductions), will be treated as being in Council Tax band D.
- 3.4 In the case of 3.2(c), applications will be dealt by partner agencies working with the Council and referred to the Council for a decision to be made as to whether an award should be made.
- 3.5 For the purpose of the discretionary scheme, a household is a person or group of persons occupying a single dwelling, as defined in section 3 of the Local Government Finance Act 1992.

Effective date

- 3.6 The effective date for this scheme is 1 April 2022. The Council will determine eligibility based on the position at the end of that day.

Exclusions

- 3.7 The following households are excluded from this scheme:
- A property that has is not a person's sole or main residence;
 - A property that is deemed to be a second home for Council Tax purposes;
 - An unoccupied property (for the purposes of Council Tax);
 - Occupants of Council Tax exemption class M (Halls of Residence); and
 - Occupants of property in Council Tax exemption class O, (Ministry of Defence).

Alterations to liability or the Council Tax Band

- 3.8 Where the Council has reason to believe that the information they hold about the valuation list, liable taxpayer(s) or residents' circumstances in respect of 1 April 2022 is inaccurate, it will withhold the payment and take reasonable steps to determine the correct information.
- 3.9 Where records relating to the liable taxpayer(s) or the residents' circumstances in respect of 1 April 2022 are retrospectively updated, the Councils will take reasonable steps to either pay the discretionary award or potentially reclaim any payment made.
- 3.10 In any case, where the Council Tax band of the chargeable dwelling is amended retrospectively after 1 April 2022, for example where a successful appeal is made to the Valuation Office Agency (VOA) that concluded after this date, the Council is not required either to pay any discretionary award or to reclaim any payment made.

Eligibility Disputes

- 3.11 The decision of the Council on any eligibility matter will be final. Should any applicant feel aggrieved by any decision of the Council, then matters will be dealt with through the Council's complaints procedure. Full details are available on the Council's website.

4.0 How the Council Tax Rebate will be paid

- 4.1 Where the Council determines that all of the eligibility criteria are met in full, payment will be made to the household as defined within section 3 above. It should be noted that **only one discretionary payment** will be made per household, regardless of the number of occupants or liable Council Taxpayers.

Direct Debit payers

- 4.2 Where the Council holds a current direct debit instruction for a liable Council Taxpayer of an eligible household, payment will be made using the bank account details held. Payments will be made as soon as practicable.
- 4.3 The Council is required to verify that the bank details held are those of the eligible household and where multiple residents of an eligible household are jointly and severally liable for Council Tax, the full payment will be made to the account for which the direct debit is held only. Payment of the award, however, is for the benefit of the household as a whole.
- 4.4 No payment will be made where the name on the bank details does not match the person / household without checks being made and suitable assurance provided that payment is going to the eligible person. Should the Council require additional information in order to establish the correct person to receive the payment, it is expected that the household provides all necessary details as soon as possible. Further details of how this request will be made and responsibilities to supply such information are detailed below.
- 4.5 It should be noted that the award will be paid on the assumption that the person receiving the payment is eligible (or would have been if the property were not exempt) and that the property meets the criteria on 1 April 2022 as defined with section 3 above.

Where the Council does not hold current a direct debit instruction for an eligible household

- 4.6 Where the Council does not hold a current direct debit instruction for an eligible household, it will make reasonable efforts to contact the household and obtain the necessary bank details.
- 4.7 Where the Council is unsuccessful in contacting the household but where it is of the opinion that the household meets the eligibility criteria, the discretionary award will be credited to the Council Tax account if appropriate.

- 4.8 In all cases, the Council must ensure that payments are made correctly and where appropriate, require households to verify that that they are eligible for the payment. Where no such verification can be made or where a household fails to respond to the Council's request, no payment whatsoever shall be made.

5.0 Provision of information to the Council

- 5.1 Residents, owners and managing agents should note that the Council has powers available to it under Regulation 3 (1) (c) of the Council Tax (Administration and Enforcement) Regulations 1992, to request such information to determine the correct liable person for Council Tax purposes. Government has stated that these powers may also be used for Council Tax Rebate purposes.
- 5.2 Failure to respond to such a request, without a reasonable excuse, within 21 days could lead to penalties being imposed. The Council therefore encourages all such persons to provide any requested information as soon as possible.

6.0 Scheme of Delegation

- 6.1 The Council has approved this scheme. The Council's Section 151 Officer is authorised to make technical policy amendments to ensure the scheme meets the criteria set by the Government and the Council.

7.0 Notification of Decisions

- 7.1 All decisions made shall be notified to the liable person either in writing or by email.

8.0 Reviews of Decisions

- 8.1 The Council will operate an internal review process and will accept a taxpayer's request for a review of its decision.
- 8.2 All such requests must be made in writing to the Council and should state the reasons why the taxpayer is aggrieved with the decision of the Council. New information may be submitted at this stage to support the taxpayer's review
- 8.3 The case will be reconsidered by a senior officer as soon as practicable, and the taxpayer informed in writing or by email of the decision. That decision shall be final.

9.0 Taxation and the provision of information to Her Majesty's Revenue and Customs (HMRC)

- 9.1 The Council does not accept any responsibility in relation to a taxpayer's HMRC tax liabilities and all taxpayers should make their own enquiries to establish any tax position.

10.0 Managing the risk of fraud

- 10.1 The Council will not accept deliberate manipulation of this policy or fraud. Any person caught falsifying information to gain a discretion payment will face prosecution and any amount awarded will be recovered from them.

11.0 Recovery of amounts incorrectly paid

- 11.1 If it is established that **any** payment has been made incorrectly due to error, misrepresentation or incorrect information provided to the Council by a taxpayer or any other person, the Council will look to recover the amount in full.

12.0 Data Protection and use of data

- 12.1 All information and data provided by applicants shall be dealt with in accordance with the Council's Data Protection policy and Privacy Notices which are available on the Council's website.

Somerset Equality Impact Assessment

Before completing this EIA please ensure you have read the EIA guidance notes – available from your Equality Officer

Organisation prepared for	South Somerset District Council		
Version	1.0	Date Completed	25/04/2022

Description of what is being impact assessed

Our proposals for a discretionary energy rebate scheme are being impact assessed. The proposed scheme is attached as an appendix to this assessment.

On 3 February 2022, the Government announced measures to help protect millions of households from rising energy costs.

As part of these measures South Somerset District Council were, in early April 2022, provided with £298k with which to develop a discretionary energy rebate scheme.

Part 15 of the *Council Tax rebate – frequently asked questions* document, sent to Councils on 16 March 2022, clarifies that ‘Councils can determine how best to use their Discretionary Fund to support those suffering financial hardship as a result of the rising cost of living.

Where councils consider it the best means of supporting those in financial difficulty, they can use the discretionary fund to offer carefully targeted 'top-up' payments to the most vulnerable households in bands A -D (for example, those on means tested benefits), or to offer support exceeding £150 per household under their discretionary scheme. The Government expects that all support from the Discretionary Fund is targeted towards those most likely to be suffering hardship as a result of the rising cost of living’.

In designing our discretionary scheme we have focused on five objectives:

- Delivers on the Government and public’s expectation of quickly mobilising and delivering support to hard pressed households.
- Uses the means-tested Council Tax Support (CTS) scheme as a consistent basis of identifying low income/low capital households, (and consequently those most likely to be impacted the most from rising energy bills).
- Manages expenditure within the funding provided.

- Is straightforward to administer.
- Ring-fences some of the funds available for households in difficult circumstances which cannot be captured within a rules-based framework.

We designed our proposed discretionary scheme with three parts:

1. A single one-off payment of £150 will be awarded to any household who resides in a dwelling with a Council Tax band E to H **and** who are in receipt of CTS.
2. A single “top up” payment of £27 to all households within Council Tax Band A to H who receive a £150 Council Tax Energy Rebate from either the main or discretionary scheme **and** who are in receipt of CTS
3. A **General Energy Support Fund** of £5k plus the balance after making payment of a) and b) above for those not qualifying under (a) or (b) or a main scheme payment **and**
 - i. Is directly responsible for household energy bills; **and**
 - ii. Is experiencing financial hardship and struggling to meet their energy costs

The payment under this part will be £150 and will be made upon referral by a partner agency (in the case of South Somerset – Citizen’s Advice)

Evidence

What data/information have you used to assess how this policy/service might impact on protected groups? Sources such as the [Office of National Statistics](#), [Somerset Intelligence Partnership](#), [Somerset’s Joint Strategic Needs Analysis \(JSNA\)](#), Staff and/ or [area profiles](#), should be detailed here

We have drawn upon published reports in relation to fuel poverty such as:

[Annual fuel poverty statistics report: 2022](#) (2020 data), [Fuel poverty factsheet](#) and [Sub-regional Fuel Poverty in England 2021 \(2019 data\)](#) in order to identify household characteristics /composition where fuel poverty is likely to be most prevalent.

In 2020, there were an estimated 13.2 per cent of households (3.16 million) in fuel poverty in England. The rate for the south west was lower at 10.6% and for SSDC district was 11%. This will have risen significantly during 2022 due to the huge rises in wholesale and retail energy prices.

Households that pay for their energy bills by prepayment are no longer the most likely to be fuel poor. The prepayment price cap contributed to this. Those on standard credit schemes (eg non-DD payers) are most likely to be fuel poor. Those who pay their energy bills by direct debit are least likely to be energy poor.

Household composition - Single parent households are most likely to be fuel poor. However, couples over 60 have the largest average gap (the reduction in fuel bill that the average fuel poor household needs in order to not be classed as fuel poor).

Tenure – Households living in privately rented accommodation are most likely to be fuel poor

Employment - Households where the household reference person is unemployed are three times more likely to be in fuel poverty than the national average. Only roughly half of adults with a disability are in employment, compared to around 80% of non-disabled people (Labour Force Survey, LFS)

We have also drawn on our own Council Tax data to identify households in receipt of means tested benefits. In particular our [CTS scheme](#) data. This is a local means tested benefit scheme for people who have to pay Council Tax and are on a low income, with modest levels of capital.

Our CTS caseload is split broadly 60:40 working age caseload to pensioner age caseload. We have a responsibility to foster good relationships between people who share a protected characteristic and those who do not. There is a risk of harming the relationship between pensioners and working age claimants if we were to focus the discretionary energy support on just one of these caseload groups. Our proposal therefore seeks to treat both of these caseload groups equally.

Having examined the CTS data there is a correlation between the recipient base and those most likely to be in fuel poverty. Single parents, unemployed people and people with disabilities in particular were heavily represented within our caseload. This provides some assurance that using the means tested CTS caseload as the basis for eligibility for our proposed discretionary energy rebate scheme has sound logic and will reasonably target energy support toward households most likely to be in need of that support.

We do recognise however that there are likely to be some households experiencing fuel poverty that are outside of the Council Tax system or indeed outside of the CTS scheme.

In particular, younger people are more likely than older people to reside in Houses of Multiple Occupation (HMO). We hold no records of the number of people in this position. However, in many of these instances the resident will not be liable for payment of Council Tax and will not therefore qualify for the mandatory £150 energy support payment. Many will however be responsible for the payment of energy bills (often through a pre-payment meter). Therefore, to provide a possible route for these households to receive some support, our proposals include a general energy support fund which is not dependent upon the household being liable for the payment of Council Tax.

Similarly, there are likely to be 'asset rich' but 'cash poor' households who do not qualify for CTS that occupy large, often poorly insulated homes which require a significant portion of the household income to heat. The properties are often in the higher Council Tax bands that do not attract the mandatory £150 energy support payment. Often these are occupied by older, rather than younger people, in more rural locations. Again, the proposed general energy support fund will provide a possible route for these households to receive some support

Who have you consulted with to assess possible impact on protected groups? If you have not consulted other people, please explain why?

We have not undertaken public consultation. This scheme is designed within the pre-election period and is being approved using the urgent decisions process within our Constitution given the expectation of both Government and communities to distribute this assistance as quickly as possible to help with the present cost of living crisis; significantly caused by rising home energy prices.

Analysis of impact on protected groups

The Public Sector Equality Duty requires us to eliminate discrimination, advance equality of opportunity and foster good relations with protected groups. Consider how this policy/service will achieve these aims. In the table below, using the evidence outlined above and your own understanding, detail what considerations and potential impacts against each of the three aims of the Public Sector Equality Duty. Based on this information, make an assessment of the likely outcome, before you have implemented any mitigation.

Protected group	Summary of impact	Negative outcome	Neutral outcome	Positive outcome
Age	<p>It is believed the outcome of this scheme will have a positive impact on people of any age that are in receipt of CTS and are responsible for the payment of home energy bills, and will not negatively impact on people of particular ages or ranges or ages that fall outside of its scope.</p> <p>Some younger people however are more likely than older people to reside in Houses of Multiple Occupation (HMO). We hold no records of the number of people in this position. However, in many of these instances the resident will not be liable for payment of Council Tax and will not therefore qualify for the mandatory £150 energy support payment. Many will however be responsible for the payment of energy bills (often through a pre-payment meter). Therefore, to provide a possible route for these households to receive some support, our proposals include a general energy support fund which is not dependent upon the household being liable for the payment of Council Tax.</p> <p>Similarly, there are likely to be 'asset rich' but 'cash poor' households who do not qualify for CTS that occupy large, often poorly insulated homes which require a significant portion of the household income to heat. The properties are often in the higher Council Tax bands that do not attract the mandatory £150 energy support payment. Often these are occupied by older, rather than younger people, in more rural locations. Again, the proposed general energy support fund will</p>			X

	provide a possible route for these households to receive some support.			
Disability	<p>People with a disability are less likely to be in full time paid employment and therefore be less resilient to the impact of significant increases in home energy bills and, as a consequence be more likely to be experiencing full poverty.</p> <p>It is believed the outcome of this scheme will have a positive impact on those within this group that are in receipt of CTS which has additional disregards for those with disabilities and are responsible for the payment of home energy bills and will not negatively impact those within this group that fall outside of its scope.</p>			X
Gender reassignment	<p>We hold no data on our Council Tax system to identify the names or numbers of current CTS applicants who share this protected characteristic. Gender reassignment is not a factor in any part of the assessment of CTS, or this scheme, and it is not considered to be a characteristic which requires greater assistance when assessing support.</p> <p>It is believed the outcome of this scheme will have a neutral impact on those within this group that are in receipt of CTS and are responsible for the payment of home energy bills and will not negatively impact those within this group that fall outside of its scope</p>		X	
Marriage and civilpartnership	<p>Marital or civil partnership status is not currently a factor in determining CTS, or this scheme, as it is not considered to be a characteristic that requires greater assistance when assessing support.</p> <p>It is believed the outcome of this scheme will have a neutral impact on those within this group that are in receipt of CTS and are responsible for the payment of home energy bills and will not negatively impact those within this group that fall outside of its scope</p>		X	

Pregnancy and maternity	<p>Pregnancy alone is not a factor in the current assessment of CTS, or this scheme, as it is not considered to be a characteristic that requires a higher level of support.</p> <p>It is believed the outcome of this scheme will have a neutral impact on those within this group that are in receipt of CTS and are responsible for the payment of home energy bills and will not negatively impact those within this group that fall outside of its scope.</p>		X	
Race and ethnicity	<p>Race is not a factor in the assessment of CTS, or this scheme, and it is not considered to be a characteristic that requires greater assistance when assessing support.</p> <p>It is believed the outcome of this scheme will have a neutral impact on those within this group that are in receipt of CTS and are responsible for the payment of home energy bills and will not negatively impact those within this group that fall outside of its scope</p>		X	
Religion or belief	<p>We do not hold data on religion or belief within our Council Tax or CTS records.</p> <p>Religion and belief is not a factor in any part of the assessment of CTS, or this scheme, as it is not considered to be a characteristic which requires greater assistance when assessing support.</p> <p>It is believed the outcome of this scheme will have a neutral impact on those within this group that are in receipt of CTS and are responsible for the payment of home energy bills and will not negatively impact those within this group that fall outside of its scope</p>		X	
Sex	<p>There are a greater number of female recipients of CTS within our caseload (either single, lone parents or part of a couple) than male recipients.</p> <p>The majority of lone parents in receipt of CTS are female. Lone parent households have been identified as being at highest risk of experiencing fuel poverty.</p> <p>Consequently, more females than males will benefit from payments under this scheme. This is not deliberate but is simply a product of</p>			X

	<p>the makeup of our caseload. However, gender will not be a direct factor in any part of the assessment of CTS, or this scheme, as it is not considered to be a characteristic that requires greater assistance when assessing support.</p> <p>For both men and women that are in receipt of CTS and are responsible for the payment of home energy bills the impact of this scheme is expected to be positive and will not negatively impact those within this group that fall outside of its scope</p>			
Sexual orientation	<p>We do not hold details of people's sexual orientation on our Council Tax records. Sexual orientation is not a factor in any part of the assessment of CTS, or this scheme, as it is not considered to be a characteristic which requires a higher level of support.</p> <p>It is believed the outcome of this scheme will have a neutral impact on those within this group that are in receipt of CTS and are responsible for the payment of home energy bills and will not negatively impact those within this group that fall outside of its scope</p>		X	
Other, e.g. carers, veterans, homeless, low income, rurality/isolation, etc.	<p>This scheme focuses on supporting those with low incomes and modest levels of capital that are, as a consequence, likely to be less resilient to the impact of significant increases in home energy bills and more likely to be experiencing full poverty. Consequently, those households on our Council Tax records that receive means tested CTS will be supported by this scheme. We do not believe this scheme will negatively impact those within these groups that fall outside of its scope.</p>			X

Negative outcomes action plan

Where you have ascertained that there will potentially be negative outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.

Action taken/to be taken	Date	Person responsible	How will it be monitored?	Action complete
N/A				

If negative impacts remain, please provide an explanation below.

Completed by:	Catherine Thompson
Date	25/04/2022
Signed off by:	

Date	
Equality Lead/Manager sign off date:	
To be reviewed by: (officer name)	Catherine Thompson
Review date:	



Review of 2022/23 Capital Programme

Executive Portfolio Holder: Peter Seib, Finance and Legal Services
SLT and Report Lead Karen Watling, Chief Finance Officer
Contact Details: Karen.Watling@southsomerset.gov.uk or 07521 460232

Purpose of the Report

1. To inform Members about the future potential calls on the 2022/23 Corporate Capital Contingency Budget.

Forward Plan

2. This report did not appear on the District Executive Forward Plan.

Public Interest

3. Capital expenditure is expenditure on assets such as land, property, ICT equipment, and the refurbishment of existing assets that will prolong the useful life of the asset (such as replacing a roof). Lending to third parties is also capital expenditure in the majority of cases. This report sets out possible future calls on the Council's Corporate Capital Contingency Budget that may be needed to complete projects agreed in the 2022/23 capital programme given the unprecedented inflationary cost pressures currently being experienced in the construction industry.

Recommendations

4. That the District Executive:
 - a. Notes the possible future calls on the Corporate Capital Contingency Budget during 2022/23, as currently foreseen by Senior Leadership Team.
 - b. Recommends that the Chief Executive agrees to fund £125k from the Corporate Capital Contingency Fund towards the Ham Hill Project.

Background

5. Full Council approved a £4m Corporate Capital Contingency Budget at its Budget Setting meeting in February 2022.
6. District Executive agreed to allocate £1,015,495 from the Contingency Fund to the Leisure Facilities Capital and Decarbonisation programmes at its May 2022 meeting. This was done in order to fund increased tender prices for the works required. This decision currently leaves the budget with £2,984,505 (75%) remaining.

7. The use of the £4m Corporate Capital Contingency Budget does not require SSDC to seek a specific consent from Somerset County Council's Executive under the Section 24 Direction as the contingency sum was agreed as part of the capital budget by Council in February and the impact of funding it, through Prudential Borrowing, has been included in the agreed revenue budget (although see paragraph 12 below). Any additions to this contingency budget will however require specific consent.
8. The unprecedented inflationary price rises in the construction industry, currently at 30% to 40%, are well documented and have been explained to Members in recent reports; namely:
 - Reports to Full Council at its February 2022 meeting receiving approval to increase the Octagon Theatre project budget by £6m and the Yeovil Refresh Regeneration Programme budget by £1.059m in order to fund inflationary cost increases.
 - The report to District Executive in June 2022 on the Yeovil Refresh Regeneration Programme, which obtained agreement to reallocate £769k of the approved budget earmarked for Wyndham Street to the other agreed elements of the Yeovil Refresh public realm in order to remain within the approved budget. The need to do this arose from the tender prices received being higher than budget.

Possible future calls on the Corporate Capital Contingency Fund

9. Senior Leadership Team has undertaken a rapid review of possible future calls on the Corporate Capital Contingency Budget which are listed in the table below. This represents a current understanding of the situation.

PROJECT	Possible increase needed £000s	Commentary
Ham Hill	125	Estimated increase in the construction costs of the visitor centre.
Yeovil Crematorium	165	This is based on tender prices recently received to complete the project.
Millers Garage site car park	205	The current approved budget is based on estimates made several years ago. This is the estimated budget increase required to build the car park at today's prices.
Wincanton Regeneration Project	260	The decision as to how to fund the increase in tender prices arising from having to retender the public realm works, due to the previous contractor becoming insolvent, is a separate report on the District Executive's agenda.
Yeovil Refresh Project	770	This amount, at least, would be needed if District Executive wishes to undertake the Wyndham Street



PROJECT	Possible increase needed £000s	Commentary
		element of the public realm works (see paragraph 8 above).
Decarbonisation phase 2 project	1,276	Full Council agreed at its June 2022 meeting to vire £1,276k from the decarbonisation phase 2 programme budget into the PSDS budget in order to make up a shortage in grant funding due to works unlikely to be fully completed by the grant funding deadline. This amount, at least, would be needed if District Executive wishes to reinstate the original approved budget to implement the original scope of the scheme. Members should note however that the original budget may also come under pressure by inflationary increases when tenders are received later this year.
Total	2,801	

10. The amount currently left in the Corporate Capital Contingency Budget, of £2,985k, can just about meet these estimated future calls, but Members need to bear in mind that these are still largely forecasts and price certainty will not be reached until tenders are received and agreed. The use of the contingency on these projects will leave nothing remaining for other agreed projects within the capital programme. For example, the Octagon Theatre Project Team are currently working to close out the final stages of RIBA stage 3 designs for the project. At the moment, there is a material degree of uncertainty over the anticipated cost of this project, but the team are working to resolve this, and the situation will be known in early/mid-July.

11. The original Ham Hill project was costed at c£1.7m (pre-Covid). The revised costs for the project are now £2.24m, largely due to the increased construction costs of the visitor centre. The team have worked hard to minimise the increase in costs and have managed to secure an uplift from the Heritage Fund of £200k during the last round of bidding. With the other funding sources outlined below this leaves a funding shortfall of £125k, which is being sought from the contingency fund.
 - Heritage Fund £1.55 million (uplift of 200K since last round)
 - Volunteering match funding £145K
 - SSDC confirmed £324K
 - Fine Family foundation confirmed £30K
 - Wolfson Foundation – in second round application now £70K

Legal Implications

11. There are none to report.

Financial Implications



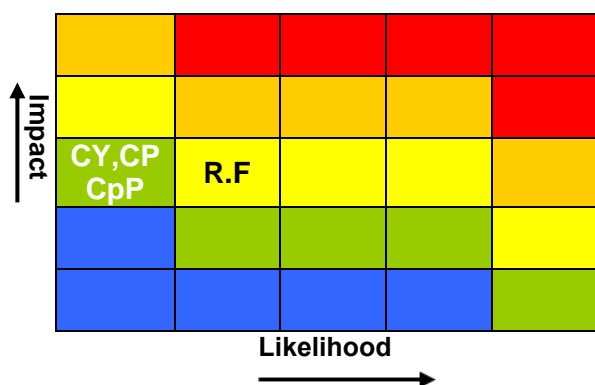
South Somerset District Council

12. The Corporate Capital Contingency Budget is funded through Prudential Borrowing and the consequential financing charges are included in the 2022/23 revenue budget with the assumption, made in February 2022, that interest rates would not exceed 1%. The Bank of England's Monetary Policy Committee increased the rate from 1% to 1.25% at its meeting on 16th June 2022 and warned that it is likely that this will increase further this year. This issue however is not specific to the funding of the Corporate Capital Contingency Budget but to the whole of the capital programme that is funded by using Prudential Borrowing. The Chief Finance Officer is in discussion with S151 Officer colleagues in Somerset on the best way forward on this issue along with other potential increases in costs falling on the 2022/23 revenue budget arising from inflation and pay award pressures.

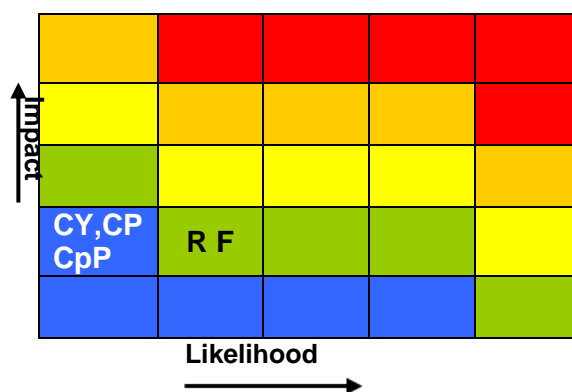
Risk Matrix

13. The risk matrix below represents the risk assessment before and after the recommendation is agreed.

Risk Profile before officer recommendations



Risk Profile after officer recommendations



Key

Categories	Colours (for further detail please refer to Risk management strategy)
R - Reputation	High impact and high probability
CpP - Corporate Plan Priorities	Major impact and major probability
CP - Community Priorities	Moderate impact and moderate probability
CY - Capacity	Minor impact and minor probability
F - Financial	Insignificant impact and insignificant probability

Corporate Plan Implications

14. There are no specific implications in these proposals.

Carbon Emissions & Adapting to Climate Change Implications

15. There are no specific implications in these proposals.



South Somerset
District Council
Equality and Diversity Implications

16. There are no specific implications in these proposals.

Privacy Impact Assessment

17. There are no specific implications in these proposals.

Background Papers

Budget Report, February 2021, to Full Council
Leisure Facilities Capital and Decarbonisation Programmes, May 2022, report to
District Executive



2021/22 Revenue Budget Monitoring Report for the Period Ending 31 March 2022

Executive Portfolio Holder: Peter Seib, Finance and Legal Services
SLT Lead: Karen Watling, Chief Finance Officer
Lead Officers: Paul Matravers, Lead Specialist – Finance
Hannah Brown, Finance Specialist - LGR
Contact Details: paul.matravers@southsomerset.gov.uk or 01935 462275

Purpose of the Report

1. The purpose of this report is to provide Members with the actual spending and income (“outturn”) against the Council’s approved Revenue Budget for the financial year 2021/22, and provide explanations on the key variances against the approved budget.

Forward Plan

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of 7 July 2022.

Public Interest

3. This report summarises the financial management performance for the 2021/22 financial year and it provides explanations of the significant key variances.
4. Maintaining the financial health and resilience of the organisation is important to ensure the ongoing delivery of priority services within our community. The Council also has a legal obligation to set and maintain a balanced revenue budget position.

Recommendations

5. That the District Executive:
 - a. Notes the outturn report position as set out in Table One;
 - b. Recommends that the Chief Executive approves the transfer of the 2021/22 underspend of £900k to the General Fund reserve, as set out in paragraphs 12.
 - c. Recommends that the Chief Executive approves the creation of a new earmarked reserve for potential Minimum Revenue Provision (MRP) costs and the transfer of £444k into this reserve as set out in paragraph 18 to 23.

Background

6. The 2021/22 original net budget of £16.743m was approved by Council in February 2021. This represents the financial plans that the Executive manages, under their delegated authority and in accordance with the Financial Procedure Rules. All of the Council's income and expenditure has a responsible budget holder.
7. The Quarter Two revenue budget monitoring report advised that an in depth review of the 2021/22 budget had been carried out to realign some historic budgets to reflect current spend and income. This exercise also identified additional budget requirements within some services. Council approved the 2021/22 revised net budget, of £17.319m, in December 2021.

Summary of the Current Financial Position

8. This report covers the full financial year (1 April 2021 to 31 March 2022), a summary of the year end budget position is shown below in Table One, analysed by categories of expenditure and income.
9. The net revenue budget position for the 2021/22 financial year is an **under spend** of **£18,614** which is a **0.11% variance**.

Table One: 2021/22 Outturn Position

	Outturn Position - 2021/22		
	Budget	Actual	Variance
<u>Expenditure</u>			
Employees	£19,933,960	£19,717,258	(£216,702)
Premises	£3,307,640	£4,071,237	£763,597
Transport	£822,910	£707,667	(£115,243)
Supplies & Services	£9,042,450	£9,742,721	£700,271
Third Party Payments	£12,207,130	£11,975,079	(£232,051)
Housing Benefits payments	£26,383,360	£26,450,555	£67,195
Capital Financing	£1,471,660	£2,798,085	£1,326,425
Revenue Reserve transfers	(£2,210,140)	(£3,207,074)	(£996,934)
	£70,958,970	£72,255,530	£1,296,560
<u>Income</u>			
Government grants	(£31,459,330)	(£31,417,111)	£42,219
Other grants and contributions	(£1,452,730)	(£2,021,095)	(£568,365)
Sales	(£1,689,760)	(£1,961,032)	(£271,272)
Fees and charges	(£17,064,510)	(£17,550,545)	(£486,035)
Investment income	(£1,973,230)	(£2,004,950)	(£31,720)
	(£53,639,560)	(£54,954,734)	(£1,315,174)
Net Budget	£17,319,410	£17,300,796	(£18,614)

	Outturn Position - 2021/22		
	Budget	Actual	Variance
Funded by:			
<u>Council Tax</u>	(£10,605,583)	(£10,612,678)	(£7,095)
<u>Business Rates</u>			
Business Rates income	(£3,320,444)	(£2,566,078)	£754,366
Deficit on NNDR Collection Fund	£8,885,872	£8,885,872	£0
S31 grant	(£2,504,429)	(£6,343,204)	(£3,838,775)
Pooling gain	£0	(£1,294,000)	(£1,294,000)
	£3,060,999	(£1,317,410)	(£4,378,409)
<u>Grants</u>	(£1,501,690)	(£2,374,381)	(£872,691)
<u>Reserves</u>			
Corporate Reserves	(£8,273,136)	(£8,885,872)	(£612,736)
Pooling gain transferred to reserves	£0	£1,294,000	£1,294,000
S31 grant transferred to reserves	£0	£3,695,329	£3,695,329
	(£8,273,136)	(£3,896,543)	£4,376,593
Total	(£17,319,410)	(£18,201,012)	(£881,602)
Variance	£0	(£900,216)	(£900,216)

(Variance column: bracketed figures = underspend / surplus income, unbracketed figures = overspend / income shortfall)

10. Managers have provided an explanation of the budget variances for their service area as part of their management responsibilities and in line with good financial management and financial procedures rules.
11. In accordance with financial regulations the Chief Financial Officer has agreed that committed budgets of £10.6k will be carried forward to 2022/23.
12. The overall “bottom line” budget position, when Council Tax, Business Rates, general government grants, and general reserves are used to fund the net budget position, is a £900k underspend. The Chief Finance Officer recommends this is transferred to the General Fund Balance to assist in funding increased costs in 2022/23 arising from forecast pay award increases, inflationary pressures, and further likely increases in interest rate charges.

Employees

13. The net underspend is a combination of a £365k underspend in salaries and wages, which has been offset by staff compensation payments of £143k.

There are a number of underspends across the Council due to staff vacancies and difficulties in recruiting, the most significant being in Building Control (£112k); Customer Connect Team (£104k); Support Services Case Officers (£91k) and Property Services Case Officers (£83k).

Premises

14. The majority of the overspending of £763k relates to Commercial Land & Property specifically rental payments (£370k), unrecovered Service Charge payments, (£294k) as well as increased consultancy costs of £97k.

Transport

15. The under spend of £115k is made up of insurance premiums £26k, travelling allowances £27k and fleet management costs of £62k.

Supplies and Services

16. This category of expenditure covers a wide range of costs: the year-end position shows a net overspend of £700k. The main areas of increased spend include consultancy costs (£303k), equipment, tools & materials (£179k), Arts and Entertainment performance costs (£107k), and bank charges (£79k).

Housing Benefit payments

17. During the year there are often profiling differences between the estimated and actual spend. As forecast in the quarter 3 budget monitoring report, the year-end spend relating to rent allowances is in line with budget.

Capital Financing Charges

18. Capital Financing charges comprise of interest charges arising from external borrowing and MRP (Minimum Revenue Provision) costs. The latter are charges made to the revenue budget for future repayment of debt.
19. Part of the overspend on capital financing charges arises from the S151 Officer's recommendation to set aside, in a new earmarked reserve, the amount of £444k for a potential need to make an increased charge to the revenue budget for MRP costs.
20. Since the Minimum Revenue Provision (MRP) regulations were relaxed in 2008, capital loans to third parties require that a prudent amount of MRP is set aside to provide for any default in loan repayments. Where authorities are confident the loan will be fully repaid, that prudent amount can be zero. SSSDC have taken the view that MRP charges do not need to be made in respect of the lending made to SSSDC Opium Ltd and the Somerset Waste Partnership.
21. In November 2021, the government proposed in a consultation paper that MRP charges must be made in respect of such loans. A more recent consultation (June 2022) is currently being undertaken with proposals for more relaxed rules for capital loans made for service purposes (i.e. the lending to Somerset Waste Partnership).

22. Loans made for commercial purposes however (such as those made to SSDC Opium Ltd) are not covered by this zero MRP exemption. But where such loans are repayable in at least annual instalments, the capital receipts from those instalments can be used instead of a revenue charge to meet the MRP requirement. This only applies in the year of receipt, so local authorities cannot defer MRP on the basis of capital receipts expected in later years.
23. The Chief Finance Officer advises that provision is made to cover the costs of charging additional MRP costs, with respect to the lending to SSDC Opium Ltd in 2021/22, as this may be required after discussions with the external auditors. Whilst the council has received annual loan repayments during 2021/22 these capital receipts have been used to part finance the capital programme in 2021/22 rather than being used as a source of funding for increased MRP costs.

Other grants and contributions

24. The Council received additional grants and contributions of £568k in excess of the budget, the most significant of which are from:
 - Sports Council England - £181k;
 - The Arts Council - £165k;
 - Burial contribution - £127k;
 - National Lottery Heritage Fund - £36k;
 - The Cultural Recovery Fund - £35k.

Sales

25. Following the relaxation of COVID restrictions there have been increased visitor numbers to Ninesprings Centre, Westlands, Octagon and Yeovil Rec Galley Café. This positive recovery has meant greater demand for refreshments/meals at these outlets, which has resulted in a budget surplus of £271k.

Fees and charges

26. The fees and charges position shows a year-end surplus of £486k against the budget, the most significant of which are from:
 - Arts and Entertainment admission charges - £512k;
 - Car parking income - £247k;
 - Street cleansing - £159k;
 - Horticulture - £101k;
 - Building Control - £40k.
27. These surpluses have been offset by shortfalls in other areas. As previously reported, there is an income shortfall of £295k against legal fees and costs recovered, in the main this relates to Revenues where the debt recovery timetable has not been followed, due to staff resource being redirected to the administration of business grants.



28. In addition to this there has also been a shortfall in rental income from commercial properties of £397k.

Investment income

29. The investment income is showing a small surplus of £32k, which is in line with the forecast in the quarter 3 budget monitoring report.

General Grants used to fund the Net Revenue Budget

30. There is an increase over budget in general grants income arising from the last Covid-19 Support Grant not being used during 2021/22.

2021/22 revenue budget outturn position for each service

31. Table Two below reflects the current and forecast budget position, for each service directorate.

Table Two: 2021/22 Net Budget Outturn Position

	Outturn Position - 2021/22		
	Budget	Actual	Variance
Chief Executive	£752,950	£886,677	£133,727
Commercial Services	£3,542,180	£3,484,731	(£57,449)
Place & Recovery	£536,960	£617,931	£80,971
Strategy & Support Services	£8,376,170	£8,623,040	£246,870
Service Delivery	£4,111,150	£3,688,417	(£422,733)
Net Budget	£17,319,410	£17,300,796	(£18,614)

(Variance column: bracketed figures = underspend / surplus income, unbracketed figures = overspend / income shortfall)

Council Tax Support and Council Tax

32. The Council Tax Support Scheme (CTS) provides for discounted tax charges to households with lower incomes. The Authority has set an estimate for 2021/22 of £10.402m within the Council Tax Base for annual CTS discounts, and total of £10.447m has been allocated as at the 31 March 2022. The cost of the CTS is allocated through the Council Tax Collection Fund and is shared between the preceptors in proportion to their relative shares of council tax due for the year (SSDC share is 14.13% for 2021/22).
33. The Hardship Scheme is in place for extreme circumstances with a budget of £30k for the year. By the end of March 2022, SSDC had processed 125 applications of which 78 were successful; the amount awarded was £31.2k.



South Somerset District Council

34. The collection rate for Council Tax in 2021/22 is 95.40% compared to 95.52% for 2020/21. At the end of March 2022, the total of £13.479m of outstanding debt relating to previous years had been reduced by £3.404m.

Business Rates

35. The collection rate for Business Rates in 2021/22 is 93.38% compared to 89.62% for 2020/21. The collection rate has improved as the local economy recovered from the impact of COVID-19. At the end of March 2022, the total of £5.502m of outstanding debt relating to previous years had been reduced by £1.655k.
36. The Non Domestic Rates income that the Council collects is distributed between Central Government, SSDC, Somerset County Council, and the Fire and Rescue Authority under the Business Rates Retention funding system.
37. A Somerset Business Rates Pool (comprising the County Council and the Districts within the County Council area) has provided a positive impact on retained funding from Business Rates since 2018/19, retaining more funding locally rather than redistributed to central government. The existing pooling arrangement will remain in place through 2022/23.
38. The pooling gain relating to 2020/21 of £811k and the estimated pooling gain of £1,294k for 2021/222, have both been transferred into the Regeneration Fund earmarked reserve to provide funding for the Regeneration Programme.

Earmarked Reserves

39. The Council holds earmarked revenue reserves for a variety of good financial management reasons. Some reserves are for specific expenditure that will occur in the future, some reserves are held to mitigate possible risk, and others are reserves specifically built up over the past to help support the Medium Term Financial Plan. We also hold reserves for each Area Committee. Earmarked reserves are either revenue reserves (which can be used to fund both revenue and capital expenditure) or capital reserves which, unless the Secretary of State gives the council a specific dispensation, can only be used to fund capital expenditure.
40. Table Two below shows all the transfers that have been actioned for the year to date either under the delegated authority given in the Financial Procedure Rules or using the decisions made by Full Council at its December 2021 meeting. A detailed breakdown is given in Appendix A.



Table Three: Transfers made (into) and out of Earmarked Reserves

Reserve Type	Balance as at 01/04/2021 £'000	Transfers		Balance as at 31/03/2022 £'000
		To £'000	From £'000	
Capital	(18,222)	(4,815)	18,038	(4,999)
Revenue	(26,524)	(8,682)	10,115	(25,092)
SSDC useable reserves	(44,746)	(13,497)	28,153	(30,090)
S31 Grant reserve	(11,704)	(3,695)	8,886	(6,513)
Total Earmarked Reserve Balances	(56,450)	(17,193)	37,039	(36,604)

(Bracketed figures = balance or transfer into reserve, unbracketed figures = transfer from reserve)

41. The S31 Grant reserve is identified separately because the balances are needed to fund forecast shortfalls in Business Rates income in 2022/23 and future years and therefore cannot be used for any other purpose.

The General Fund Balance

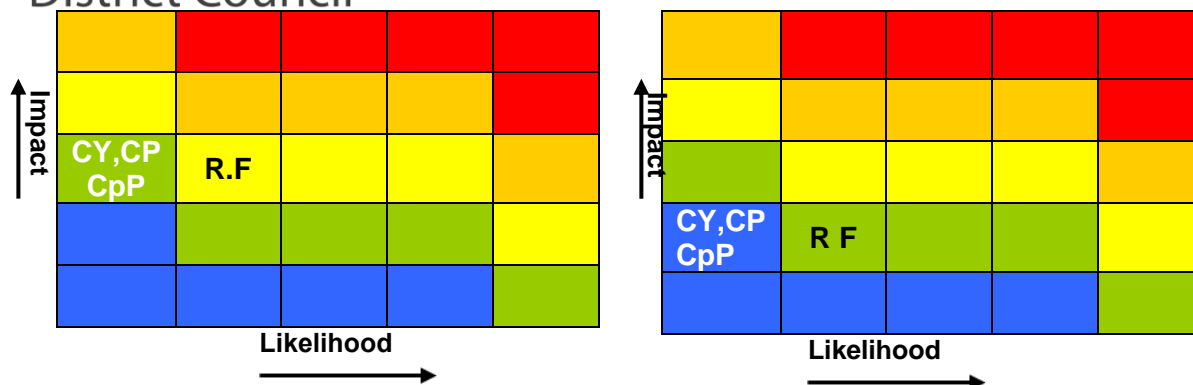
42. The General Fund Balance, comprises of an unallocated revenue reserve available to fund unforeseen emergencies and costs. The year-end balance is forecast to be £5.556m.
43. The current assessment of the minimum balance requirement is £2.8m. It is advisable to continue to hold a balance above this minimum to provide headroom and flexibility to manage risk and to avoid falling below recommended levels.

Summary of Overall Reserves Position

44. The Council held £60.886m in capital and revenue reserves as at the beginning of this financial year. As at 31 March 2022, the forecast year-end balance of reserves is £42.160m, this figure includes the forecast general fund balance of £5.556m and the S31 grant earmarked reserve of £6.513m.

Risk Matrix

Risk Profile before officer recommendations Risk Profile after officer recommendations



Key

Categories	Colours (for further detail please refer to Risk management strategy)
R - Reputation	High impact and high probability
CpP - Corporate Plan Priorities	Major impact and major probability
CP - Community Priorities	Moderate impact and moderate probability
CY - Capacity	Minor impact and minor probability
F - Financial	Insignificant impact and insignificant probability

Council Plan Implications

- 45. The budget is closely linked to the Council Plan, and maintaining financial resilience and effective resource planning is important to enable the Council to continue to fund its priorities for the local community.

Carbon Emissions and Climate Change Implications

- 46. There are no implications currently in approving this report.

Equality and Diversity Implications

- 47. When the budget was set any growth or savings made included an assessment of the impact on equalities as part of that exercise.

Privacy Impact Assessment

- 48. There is no personal information included in this report.

Background Papers

- Budget Setting reports to Full Council in February 2021.
- Quarter One 2021/22 Budget Monitoring report to District Executive in September 2021
- Quarter Two 2021/22 Budget Monitoring report to Council in December 2021
- Quarter Three 2021/22 Budget Monitoring report to District Executive in February 2022

Appendix A

Reserves	Balance as at 01/04/2021 £'000	Transfers		Balance as at 31/03/2022 £'000	Reason for transfers
		To £'000	From £'000		
Capital					
Usable Capital Receipts	(18,073)	(4,815)	18,038	(4,850)	Funding of 2021/22 capital programme as agreed by Council in Dec 2021
Internal Borrowing Reserve (Vehicle Purchases)	(149)	0	0	(149)	Will be used to fund the capital expenditure budget in 2022/23
	(18,222)	(4,815)	18,038	(4,999)	
Revenue					
Actions agreed by Council in December 2021					
Transformation Reserve	(91)	0	91	0	This reserve has now been deleted and the balance transferred to the new Somerset LGR Reserve
Somerset LGR Reserve	0	(191)	191	0	This is a new reserve that has been created, the £91k has been transferred from the Transformation Reserve and £100k has been transferred from the MTFP Support Fund The £191k has been used to cover the expenditure incurred in 2021/22 in respect of the LGR programme
Yeovil Refresh Reserve	(112)	0	112	0	This reserve has now been deleted and the balance transferred to the Regeneration Fund, as agreed by Full Council in December 2021
Regeneration Fund	(2,996)	(1,406)	1,160	(3,243)	Pooling Gains arising from SSDC being in the Somerset Business Rates Pool are transferred into the Fund. Transfers out are to fund the revenue costs of the Regeneration Programme (e.g. project management costs).
NNDR Volatility Reserve	(4,592)	0	4,593	0	This reserve has now been deleted and the balance transferred to the MTFP Support Fund, as agreed by Full Council at its meeting in December 2021
Medium Term Financial Plan Support Fund	(4,879)	(4,579)	596	(8,862)	Transfer into this reserve comprise of the New Homes Bonus grant (£1.2m) as agreed in the February 2021 Budget Setting report to Full Council and deletion of the NNDR Volatility Reserve with balances transferred into here as agreed by Full Council in December 2021. Expenditure funded by the reserve includes: £262k into the climate change reserve, £100k into the LGR reserve, £107k to fund the S151 Officer post, and £110k for the Kick Start Project.
Area Committee Reserves	0	(113)	0	(113)	The Area Committee balances have been transferred from the General Fund Balance as agreed by Full Council in December 2021
Deposit Guarantee Claims Reserve	(13)	0	13	0	This reserve has now been deleted and the balance transferred to the General Fund Balance as agreed by Full Council in December 2021
Park Homes Replacement Reserve	(286)	(30)	317	0	This reserve has now been deleted and the balance transferred to the General Fund Balance as agreed by Full Council in December 2021
Planning Obligations Admin Reserve	(30)	0	30	(0)	This reserve has now been deleted and the balance transferred to the General Fund Balance as agreed by Full Council in December 2021
Health Inequalities	(32)	0	31	(1)	This reserve has now been deleted and the balance transferred to the General Fund Balance as agreed by Full Council in December 2021
Insurance Fund	(50)	0	50	0	This reserve has now been deleted and the balance transferred to the General Fund Balance as agreed by Full Council in December 2021
Other reserve transfers					
Capital Reserve	(929)	(140)	918	(151)	This reserve was partially used to fund capital expenditure in 2021/22 as agreed by Full Council in December 2021
Cremator Replacement Capital Reserve	(549)	0	0	(549)	This reserve will be used in 2022/23 to part fund the capital budget for the Yeovil Crematorium Project
Internal Capital Loan Repayments	(321)	(99)	420	0	The balance on this reserve has been transferred to the MTFP Support Fund
Election Reserve	(214)	(40)	0	(254)	2021/22 Annual contribution to reserve
Sports Facilities Reserve	(51)	0	41	(10)	
Yeovil Athletic Track Repairs Fund	(198)	(19)	0	(216)	2021/22 Annual contribution to reserve
Planning Delivery Reserve	(16)	0	16	(0)	This reserve has now been deleted and the balance transferred to the General Fund Balance as agreed by Full Council in December 2021
Bristol to Weymouth Rail Reserve	(72)	0	72	0	This reserve has now been closed. The money has been returned, as SSDC was holding money under conditions.
IT Replacement Reserve	(10)	0	0	(10)	This will be used in 2022/23 to part fund the relevant projects within the 2022/23 approved capital programme
Treasury Management Reserve	(750)	0	0	(750)	This reserve continues to be held to provide funds to cover any potential losses in treasury pooled funds (special investments)
Revenue Grants Reserve	(525)	(16)	142	(399)	Funding of Localities projects in year.
Revenues and Benefits Reserve	(1,291)	(118)	168	(1,240)	Funding for transitional resources less new burdens grant received transferred to reserve
Closed Churchyards Reserve	(19)	0	19	0	This reserve has now been deleted and the balance transferred to the General Fund Balance as agreed by Full Council in December 2021
Artificial Grass Pitch Reserve	(162)	(16)	0	(177)	2021/22 Annual contribution to reserve
Business Support Scheme (Flooding)	(101)	0	19	(82)	Transfer to fund the cost associated with the River Parrett trail
Ticket Levy Reserve	(120)	0	(132)	(252)	Ticket levies to reserve movement
Waste Reserve	(100)	0	0	(100)	
Community Housing Fund	(170)	0	153	(18)	
Community Safety Reserve	(43)	0	19	(25)	Funding of the Yeovil One Co-ordinator
Housing & Homelessness Reserve	(441)	(258)	163	(537)	Funding for temporary staff in 2021/22
Commercial Investment Risk Reserve	(6,606)	(113)	0	(6,719)	Approved 5% transfer to risk reserve in respect of rental income received from property portfolio. £3m of the balance will be transferred into the General Fund Balance in 2022/23 as agreed by Full Council in December 2021. Part of the remaining balance will be used to fund capital works approved in the capital programme on existing commercial property stock.
Spatial Policy Reserve	(258)	(49)	166	(141)	Transfer of Neighbourhood Planning Grant into reserve, less funding for planning post
YIC Maintenance Reserve	(40)	(20)	0	(60)	2021/22 Annual contribution to reserve
Climate Change Fund	(167)	(262)	163	(266)	Funding of staff involved in this project and an increase in the reserve funding from the MTFP Support Fund
Community Initiatives Reserve	(163)	(522)	303	(382)	Funding of Yr2 Somerset Families Programme as agreed by District Executive in October 2021
Community Resilience Reserve	(126)	(247)	282	(91)	Grants allocated to fund future community resilience projects
Business Rates S31 Grants Collection Fund	(11,704)	(3,695)	8,886	(6,513)	This reserve holds the S31 grant provided by Government to compensate the Council for the reduced business rates income following the introduction of Retail Discount Relief in 2020/21. The transfer from reserves offsets the forecast NNDR deficit in the 2021/22 accounts. The transfer to reserves is S31 grant received in 2021/22 that will be used to offset any future year deficits. £3m of the balance will definitely be used in 2022/23.
MRP Reserve	0	(444)	0	(444)	Transfer to reserve to cover potential additional MRP
Revenue Reserves Balance	(38,228)	(12,378)	19,001	(31,605)	

2021/22 Capital Outturn Report Period Ending 31st March 2022

Executive Portfolio Holder: Peter Seib, Finance and Legal Services
SLT and Report Lead Karen Watling, Chief Finance Officer
Contact Details: Karen.Watling@southsomerset.gov.uk or 07521 460232

Purpose of the Report

1. To inform Members of the total spend for the year 2021/22 on the capital programme and how this compares with the agreed budget for the year, with explanations for the main differences. It also summarises what outcomes were delivered through the capital invested and how this has been funded.

Forward Plan

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of July 2022.

Public Interest

3. Capital expenditure is expenditure on assets such as land, property, ICT equipment, and the refurbishment of existing assets that will prolong the useful life of the asset (such as replacing a roof). Lending to third parties is also capital expenditure in the majority of cases. This report sets out details of the capital expenditure incurred by SSDC in 2021/22 and compares the expenditure to the approved capital budget, both for individual projects and for the overall programme. It also describes how the capital expenditure was funded.

Recommendations

4. That the District Executive: -
 - a) Notes the overall capital outturn position as described in this report.
 - b) Recommends that the Chief Executive approves the carry forward of underspent budget from 2021/22 into 2022/23 of £7.062m.
 - c) Notes that the principle of carrying forwards unspent but approved capital budgets from one year to the succeeding year have been given general consent by Somerset County Council's Executive under the Section 24 Direction.

Background

5. Full Council approves the capital budget in February each year. For 2021/22 Full Council also approved Revised Estimates at its December 2021 meeting along with revisions to the funding of the capital programme.
6. Monitoring of the agreed corporate programme has been delegated to District Executive and is undertaken on a quarterly basis. Monitoring of the Regeneration Capital Programme is also undertaken monthly at the Strategic Development Board and in more depth at the individual boards for each Regeneration Project.

Overall Capital Outturn Position for 2021/22

Table One: 2021/22: Overall Capital Outturn

	£000s
Original Budget (approved February 2021)	27,210
Revised Budget Estimates	40,540
Actual outturn expenditure	35,499
Overall Net Underspend (Variance) for the year	(5,041)
Variance comprises:	
- Overspending against approved budget	2,701
- Underspending against approved budget	(7,742)

7. The total spend for the year was **£35.499m**; this is £8.289m (30%) more than the original £27.210m of planned expenditure agreed by Council in February 2021 but £5.041m (12%) less than the revised approved budget of £40.540m.
8. A report giving 2021/22 spend by scheme/project is attached at Appendix A. An explanation of the major budget variances (over and under spends) is given later in the report (Tables Three and Four).

Outcomes delivered through the capital spent

9. The main areas of capital expenditure (over £100k), which additionally show the breadth of our capital investment ambitions, are briefly described below:
 - £10.3m Commercial Loan to SSDC Opium Power Ltd for the Battery Storage Scheme at Fareham – to be repaid in line with loan agreements to generate new income.
 - £9.6m in acquiring 3 commercial Investment Properties (Costa Coffee in Glastonbury, Lyndon House in Birmingham, and St John’s Retail Park in Taunton) – generating new income to fund services to our communities.
 - £9.6m on Town Centre Regeneration – the majority on the Chard Regeneration Project (£7m) enabling the successful delivery of a new leisure centre in the town which opened in November 2021. £2.1m was also spent on the Yeovil

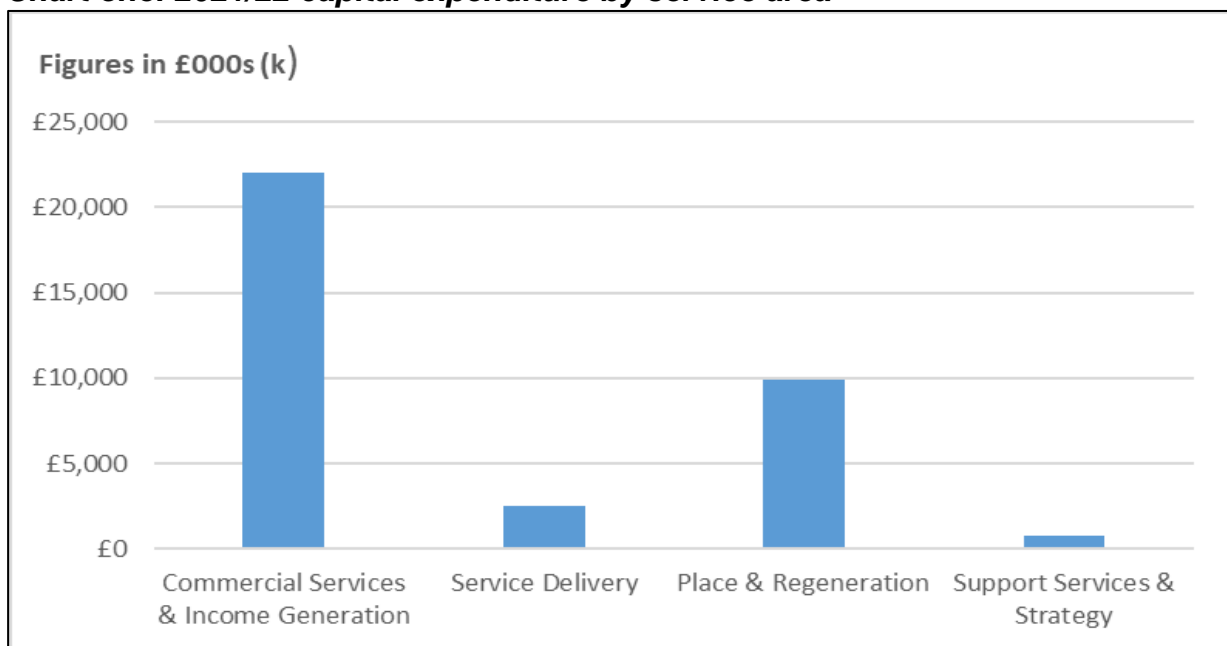


South Somerset District Council

Refresh project improving the public realm town centre to stimulate economic growth.

- £1.5m Disabled Facilities & Home Repair Grants – enabling aids and adapting private properties to support living at home.
- £1m on the grant-funded Public Sector Decarbonisation scheme at our leisure facilities
- £403k on Play facilities (Jarmon Street, Chard, Play Area Equipment (£104k) and West Cocker Pavilion and play projects (£299k) – improving facilities to aid healthy living and enjoyment in the community.
- £348k commercial loan to Somerset Waste Partnership – for vehicles.
- £338k for Green Homes Grant Local Authority Delivery (LAD) Scheme
- 285k on Yeovil Crematorium – updating and improving the Crematorium to deliver an improved service to the community.
- £213 k on Leisure centres capital improvement works.
- £145k on the Market Towns vision
- £101k on digital systems – enhancing facilities to enable home working during Covid and ensuring the ongoing security and efficiency of digital systems.

Chart one: 2021/22 capital expenditure by service area



Capital Spending Pattern

10. The graph and table two below shows the actual spend compared to the original and revised budgets for the last 5 years.

Chart Two: SSDC Capital expenditure against Original and Revised budgets for the last five years

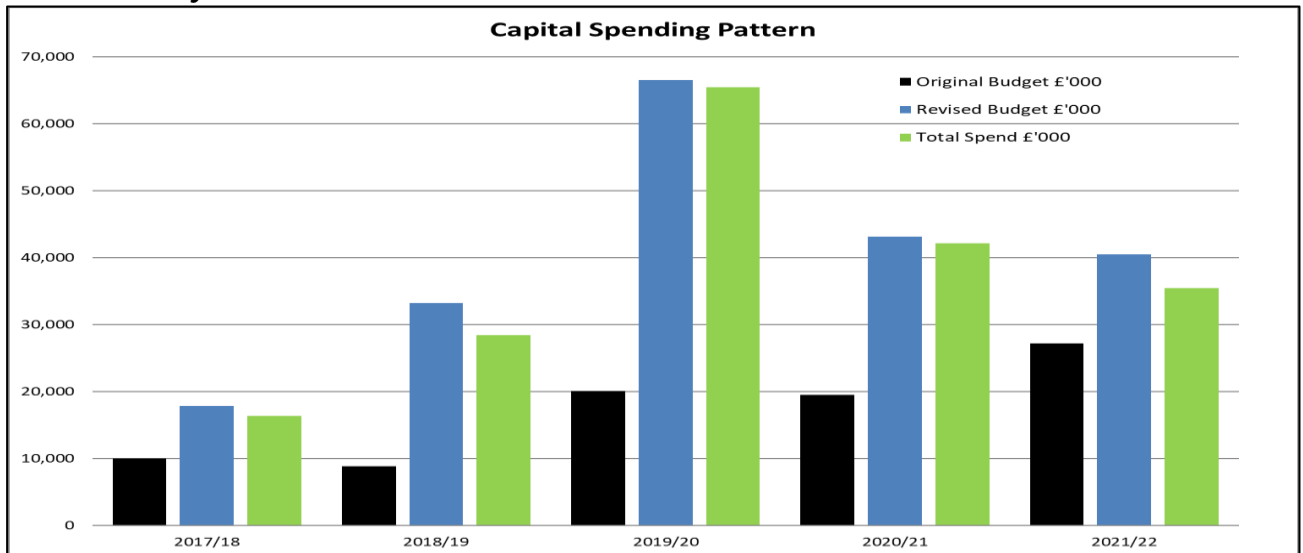


Table Two: SSDC capital expenditure against budgets for the last five years

Year	Original Budget £'000	Revised Budget £'000	Total Spend £'000	% Spent %
2017/18	10,064	17,863	16,424	92%
2018/19	8,908	33,251	28,414	85%
2019/20	20,130	66,547	65,482	98%
2020/21	19,549	43,109	42,177	98%
2021/22	27,210	40,540	35,499	88%

11. The figures and chart above show that the Revised Estimate (the blue column), which is agreed in-year, has always been higher than the original budget (the black column) which is approved before the start of the financial year (in February). Prior to December 2021 this was a consequence of the council approving a list of “reserve schemes” at the start of the year which were only brought into the capital budget when they were committed/spent. Full Council at its December 2021 meeting agreed revised estimates for 2021/22 that included all agreed reserve schemes as well as including the gross rather than the net budget for the Regeneration Projects. This approach gives better clarity over the overall size of the capital programme.
12. The capital expenditure incurred in 2019/20 largely comprises of commercial investments made purely for yield, primarily in commercial property but also in lending to SSDC Opium Ltd. This activity continued in 2020/21 and 2021/22, but new acquisitions stopped in December 2021 following Full Council’s decision to cease this commercial activity in order to comply with CIPFA’s (Chartered



Budget Variances (over and underspends) over £50k

13. Table Three below shows variations between the approved revised budget and actual outturn expenditure during the year that gives rise to an overspend position at year-end of £50k and over.
14. Year-end overspending against the approved revised budget totals £2.7m (a variance of 6.6% of the budget). Most of the project overspends are funded from non-SSDC resources (i.e grant funding and loan repayments from a third party organisation (see Table Three).

Table Three: Year-end overspends, over £50k, against Approved Budget

Project	Budget	Over spend	Commentary
Commercial Lending to SSDC Opium Ltd	£8,430k	£1,889k	This represents a historic commitment made to the company which is included in the total loan agreement schedule and therefore will be repaid back to the council at commercial terms. The payment has not been identified and included in the capital programme. The payment falls within the overall commercial investment strategy budget (£150m), approved by Council in 2019/20.
Disabled Facilities Grant	£1,228k	£295k	Increases in material and labour costs have been experienced along with the service completing more disabled facilities grant activity that forecast earlier in the year.
Green Homes Grant LAD	£0	£338k	Expenditure on providing energy improvements to park homes across Somerset (funded from grant from BEIS via a joint bid for grant funding with all districts)
Jarman Way, Chard, Play Equipment	£28k	£76k	We are investigating whether all applicable s106 receipts have been applied correctly to the expenditure.

15. Table Four below shows variations between the approved revised budget and actual outturn expenditure during the year that gives rise to an underspend position at year-end of £50k and over.

Table Four: Year-end underspends, over £50k, against Approved Budget

Project	Budget	Under spend	Commentary
Fleetmaster replacement	£57k	£57k	The industry interviews and consultation have taken place, procurement & Digital services are engaged and the service leads are detailing the specifications for the replacement fleet management software.



South Somerset District Council

Project	Budget	Under spend	Commentary
			A delay has accrued as an opportunity has been identified to align a new fleet management system with new vehicle telematics alongside the County Council in preparation for the new authority. This joined-up approach is needed to meet the current needs of the authorities and plan for the future new operations. The aim is to spend by January 2023.
Yeovil Rec – JO Donnel Pavilion	£257k	£184k	£180k of the under spend is now not needed to complete the project. £4k will be carried forward into 2022/23.
Costa Coffee	£700k	£127k	£48k of the under spend is needed to complete contractually committed works in 2022/23 and 2023/24. £79k is now not needed in the budget and is a saving.
St John's Retail Park	£6,460k	£101k	This acquisition is fully complete and the £101k represents a saving to the capital budget.
Capital works at Lyndon Place	£350	£350k	We have not yet reached the stage of spending beyond some limited fee amounts. The liability exposure and estimated costs to remedy are unchanged so the full amount is recommended to be carried forward to 2022/23.
PSDS decarbon works	£2,800k	£1,741	This is for phase 1 of the programme which is focusing on the leisure sites (Goldenstones, Wincanton Sports Centre and Westlands Sport and Fitness Centre). The solar panel installation will be complete by end June 2022. The ASHP installation programme is due to be complete by end September 2022. Works not complete by end of June cannot be funded from the PSDS phase 1 grant despite attempts to get a small extension approved by the Government and their funding agents. The Council has agreed in principle to fund works not complete by the grant deadline from elsewhere within the agreed capital programme. The required budget virements were agreed at May DX and June Full Council.
DELETTI EV charger project	£250k	£250k	Not spent any of the budget yet – when the charging stations are installed and active then a drawdown on the budget will be made This has been resource heavy due to difficulties with the legal documents.
Huish Episcopi Swimming Pool	£71k	£71k	This relates to some residual committed S106 money, going back some years. We have been waiting for some of this to come in from developers but when it does come in, the school has some major work planned so we should be able to get it out fairly quickly.

Project	Budget	Under spend	Commentary
Chard Regeneration	£7,783k	£733k	Funds not spent on the demolition of Building 11, a new access onto the A358, and the leisure pool car park extension. Planning permission is required and was not able to be granted.
Yeovil Refresh	£4,012k	£1,880k	Public realm works delays caused by the pandemic and the need to retender Westminster Street after the collapse of the contractor (Midas). Also not progressing with the major development schemes specifically including 72-74 Middle Street, which was scheduled.
Octagon Theatre	£730k	£309k	Progression to RIBA Stage 3 was not possible until the updated budget was agreed at Full Council on 28 th February, so the £309k funding will now be spent in this financial year 2022-2023. £50k of this funding was also set aside for surveys, which are being undertaken during June 2022 due to the required procurement process.
Affordable Housing: North St Crewkerne	£234k	£234k	Completion payment to Stonewater Housing Association outstanding as development behind schedule.
Affordable Housing: Chard	£54k	£54k	Completion payment to Stonewater Housing Association outstanding as development behind schedule.
Capitalised Salaries	£150k	£150k	On the advice of the S151 Officer, SLT has decided not to charge the time spent by officers on capital projects to the capital budget but to finance the costs from the revenue budget – as this will reduce the overall borrowing needs of the Council and the revenue budget can fund these costs
Loan to Somerset Waste Partnership	£875k	£527k	Currently awaiting response from SWP as to whether this budget is still required.

Carry forward budget amounts and revised expenditure profile

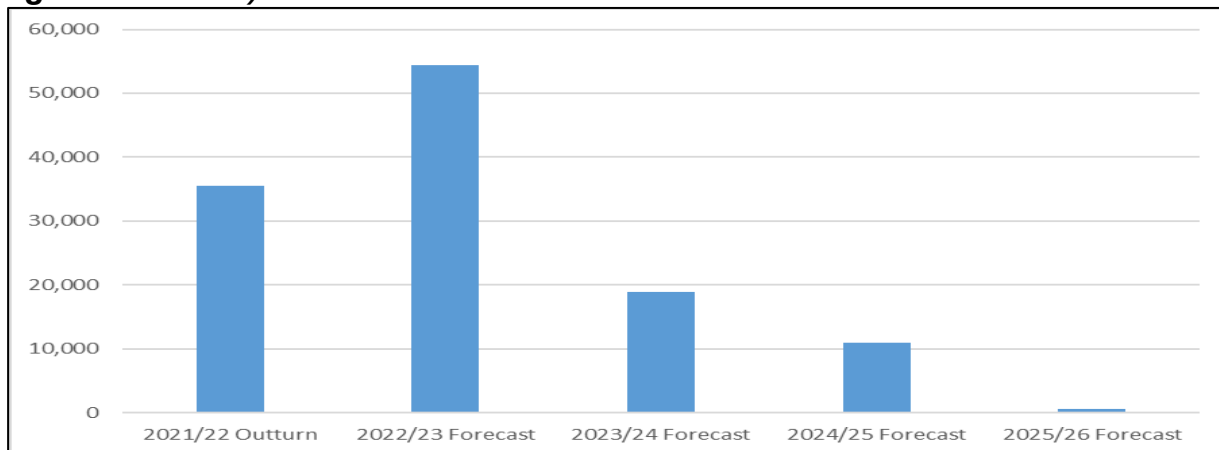
16. Budget underspends (slippage) of £7.062m are recommended to be carried forward to spend in this financial year (2022/23). The detailed breakdown of the slippage can be found in Appendix A: the two largest elements of which are slippage on the Regeneration Programme (£2.9m) and on the Public Sector Decarbonisation Scheme (£1.7m).
17. Once slippage is taken into account, the approved capital programme for this Council for 2022/23 (with ongoing commitments for the new council post vesting day) is £84,906m. The forecast profile for this expenditure is shown in chart three



South Somerset District Council

below: 64% of the entire programme is forecast to spend in this financial year, progress on achieving this will be monitored during the year.

Chart Three: Forecast expenditure profile for approved capital budget (All figures in £000s)



Completed schemes

18. Table Five below shows the projects/schemes completed during the financial year 2021/22 with a value over £50k.

Table Five: Projects over £50k completed during 2021/22

Scheme	Revised Net Budget £'000	Actual Spend £'000	Within acceptable limits?
Commercial Lending to SSDC Opium Ltd	8,430	10,319	no
Commercial property investment – Costa Coffee	700	573	no
Commercial property investment – Lyndon House, Birmingham	2,663	2,665	yes
Commercial property investment – St John's Retail Park	6,460	6,359	yes
Brympton Way Building Improvement Works	82	82	yes
Green Homes Grant LAD	0	338	no
West Coker Pavilion & Play Projects	300	299	yes
Lightgate Lane Playground, South Petherton	62	62	yes
St John's Yeovil Play Area equipment	0	20	no
Jarman Way, Chard, Play Area Equipment	28	104	no
Affordable Housing – gap funding from LA x 4 units Lyde Road	80	80	yes

19. In order for an over/under spend to be within acceptable limits, the variation on completion of the project should be within £10,000 or 5% (whichever is greater) of the revised budget.



20. The table below shows that Area Committees spent £145k (31%) of their capital balances as at the start of the year and have £324k to carry forward into 2022/23.

Table Six: Unspent capital balances for each Area Committee

	Area East £'000	Area North £'000	Area South £'000	Area West £'000	Totals £'000
Position at start of financial year	105	161	58	145	469
Expenditure during year	21	46	18	60	145
Position at end of financial year	84	115	40	85	324

Financing of the Capital Programme

21. The financing of the 2021/22 capital programme is shown in Table Seven and illustrated in Chart Four.

Table Seven: Financing of the 2021/22 Capital Programme

Financing Source	£'000
Useable Capital Receipts (already received)	16,172
Capital Grants and external contributions	5,713
Section 106s / Community Infrastructure Levy (CIL)	659
Earmarked Reserves	1,640
Loan Repayments (capital receipts)	1,866
Prudential Borrowing	9,449
Total Financing Required	35,499

N.B loan repayments are mainly from SSDC Opium Ltd. In accounting terms they are capital receipts and therefore need to be used to fund capital expenditure.

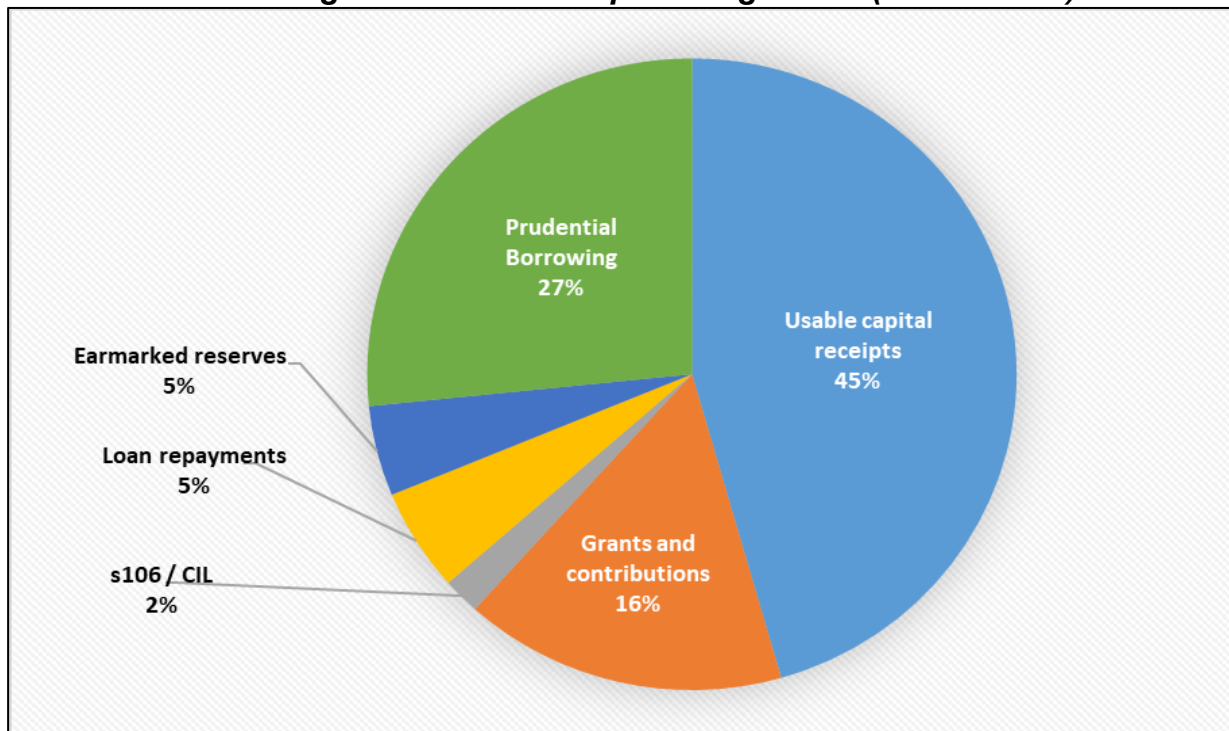
22. Full Council agreed at its meeting in December 2021 to use the remaining amount then in the Useable Capital Receipts earmarked reserve, to finance the 2021/22 capital programme (after setting aside £2m to fund future expenditure on the Octagon Theatre project). This earmarked reserve had been built up over the years from the sale proceeds of land and property previously owned by SSDC. It seems appropriate therefore that this reserve is used to fund SSDC capital expenditure. This also results in lowering the borrowing needs of this Council and that of the new successor unitary Council. This decision has been effected in financing capital expenditure in 2021/22.

23. The borrowing amount of £9.5m is a combination of internal and short-term external borrowing. Internal borrowing is when the Council uses its cash balances to temporarily fund its need to borrow. These cash balances need to be replenished at some point in time, when the overall cash position of the council is forecast to require them, so the borrowing is only temporary.



24. External borrowing is the action of obtaining loan finance from a third party. Currently SSDC meets its external borrowing needs through short-term loans on a rolling basis with other local authorities.

Chart Four: Financing of the 2020/21 Capital Programme (of £42.177m)



Legal Implications

25. There are none to report.

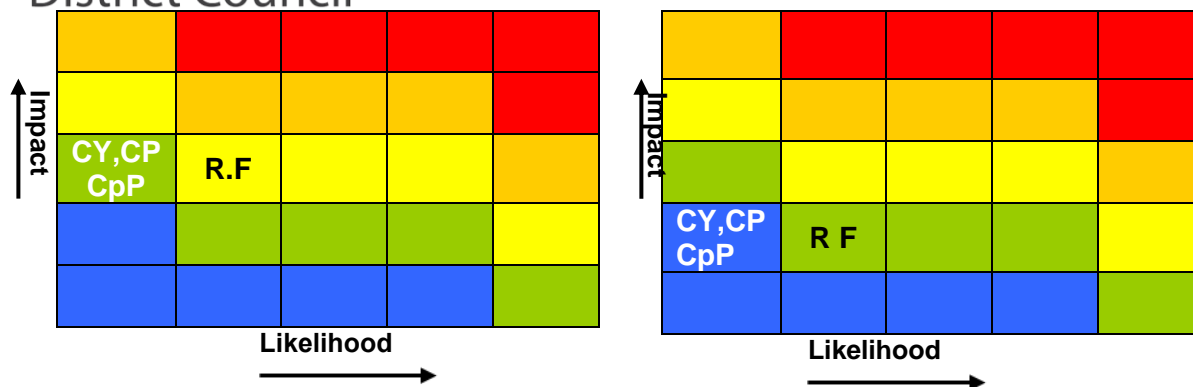
Financial Implications

26. These are contained in the body of the report.

Risk Matrix

27. The risk matrix below represents the risk assessment before and after the recommendation is agreed.

Risk Profile before officer recommendations Risk Profile after officer recommendations



Key

Categories	Colours (for further detail please refer to Risk management strategy)
R - Reputation	High impact and high probability
CpP - Corporate Plan Priorities	Major impact and major probability
CP - Community Priorities	Moderate impact and moderate probability
CY - Capacity	Minor impact and minor probability
F - Financial	Insignificant impact and insignificant probability

Corporate Plan Implications

28. There are no specific implications in these proposals.

Carbon Emissions & Adapting to Climate Change Implications

29. There are no specific implications in these proposals.

Equality and Diversity Implications

30. There are no specific implications in these proposals.

Privacy Impact Assessment

31. There are no specific implications in these proposals.

Background Papers

Budget Report, February 2021, to Full Council
Capital Budget Monitoring Reports, Quarter 1 to 3, to District Executive

Sherwood Road, Bromsgrove (Capital works on existing commercial investment)	0	7	0	0	0	7	7	0	0	0	7
Alchemy, WGC (Capital works on existing commercial investment)	0	20	0	0	0	20	20	40	0	0	60
Trafalgar House, Taunton (Capital works on existing commercial investment)	0	5	0	0	0	5	15	0	25	0	40
King William House, Bristol (Capital works on existing commercial investment)	0	0	0	0	0	0	200	300	0	0	500
Lyndon Place, Birmingham (Capital works on existing commercial investment)	0	350	0	0	0	350	800	0	0	0	800
Reevesland Ind Est, Newport (commercial investment)	0	0	0	0	0	0	0	177	0	0	177
Imperial House, Newport (commercial investment)	0	0	0	0	0	0	0	270	0	0	270
D1 Christchurch Business Park (commercial investment)	0	0	0	0	0	0	0	175	0	0	175
Bell House, MK (commercial investment)	0	0	0	0	0	0	0	13	20	0	33
B&Q, Glastonbury (commercial investment)	0	0	0	0	0	0	0	0	68	0	68
Yeovil Innovation Centre - 1st Floor Fit-Out	0	0	0	0	0	0	0	0	0	0	0
Yeovil Innovation Centre - Car Park Extension	0	0	0	0	0	0	0	0	0	0	0
Car Park Enhancements	28	0	0	0	0	0	0	0	0	0	0
New Car Parks	200	3	3	0	0	0	210	0	0	0	210
Car Park Improvement Works	310	4	0	0	0	4	94	0	0	0	94
West Hendford Car Park Crime Reduction Improvements	50	50	17	0	0	33	33	0	0	0	33
Enhancement to SSDC Bldgs	171	30	0	0	0	30	30	0	0	0	30
Brympton Way Building Improvement Works	84	82	82	0	0	0	0	0	0	0	0
Capital Works to Council Portfolio	132	2	4	2	0	0	0	0	0	0	0
Operational Buildings Improvement Works	165	0	0	0	0	0	0	0	0	0	0
Decarbonisation of Operational Buildings	400	2,800	1,059	0	0	1,741	1,741	0	0	0	1,741
Decarbonisation of Operational Buildings - Phase 2	0	0	0	0	0	0	2,760	0	0	0	2,760
Land Drainage Maintenance Improvements	25	0	0	0	0	0	0	0	0	0	0
District Wide CCTV Contribution to new system	0	25	26	1	0	0	0	0	0	0	0
Digital Upgrade of Yeovil Town Centre CCTV Cameras	65	0	0	0	0	0	65	0	0	0	65
Birchfield Leachate Pumping Station	15	23	23	0	0	0	0	0	0	0	0
Prigg Lane Garage Roof Renewal	10	13	13	0	0	0	0	0	0	0	0
Yeovil Small Business Centre Roof Renewal	65	0	0	0	0	0	65	0	0	0	65
Chard Business Park, Roadway Adoption	125	0	0	0	0	0	125	0	0	0	125
Access Easement, Stoke Sub Hamdon	20	0	0	0	0	0	0	0	0	0	0
Demolition of Public Conveniences, West Street, Crewkerne	20	20	19	0	0	1	1	0	0	0	1

Refurbishment and accessibility improvements to public toilets at Ham Hill and Yeovil Recreation Centre	0	0	0	0	0	0	80	0	0	0	80
Turners Barn Lane Changing Rooms Demolition	0	0	0	0	0	0	30	0	0	0	30
Yeovil Bus Station Toilet Refurbishment	0	0	0	0	0	0	50	0	0	0	50
Innovation Centre Automatic Door Replacement	0	0	0	0	0	0	17	0	0	0	17
Westlands Fire Alarm	0	0	0	0	0	0	37	0	0	0	37
Footbridge Assessment & Works	10	5	0	0	0	5	40	0	0	0	40
Rowan Way Embankment Landslip	50	15	0	0	0	15	50	0	0	0	50
Lufton Depot Surfacing and Drainage Works	85	20	0	0	0	20	65	0	0	0	65
DELETTI EV Charger Project	250	250	0	0	0	250	250	0	0	0	250
Yeovil Crematorium Refurbishment	2,514	305	285	0	0	20	4,246	0	0	0	4,246
Petters Way Refurbishment	0	0	0	0	0	0	0	0	0	0	0
Gas Control System - Birchfield	440	25	0	0	0	25	90	350	0	0	440
Contingency for Plant Failure	174	0	0	0	0	0	0	0	0	0	0
Environmental Services Fleet Vehicles Street Scene	0	0	0	0	0	0	35	0	0	0	35
Environmental Services Fleet Vehicles Arboriculture & Operations	0	0	0	0	0	0	264	0	0	0	264
Environmental Services Fleet Vehicles Horticulture	0	0	0	0	0	0	172	0	0	0	172
Environmental Services Fleet Vehicles Workshop & MOT	0	0	0	0	0	0	55	0	0	0	55
Environmental Services Fleet Vehicles Nursery and Lufton Depot	0	0	0	0	0	0	30	0	0	0	30
ISUZU GRAFTER 35.125 (T) SWB E6 Boxed Tipper	0	30	30	0	0	0	0	0	0	0	0
ISUZU GRAFTER 35.125 (T) SWB E6 Boxed Tipper	0	30	30	0	0	0	0	0	0	0	0
ISUZU GRAFTER 35.125 (T) SWB E6 Boxed Tipper	0	30	30	0	0	0	0	0	0	0	0
ISUZU GRAFTER 35.125 (T) SWB E6 Boxed Tipper	0	30	30	0	0	0	0	0	0	0	0
ISUZU GRAFTER 35.125 (T) SWB E6 Boxed Tipper	0	30	30	0	0	0	0	0	0	0	0
Trimax mower	0	13	20	7	0	0	0	0	0	0	0
Telehandler - Merlo TF42.7	0	32	45	13	0	0	0	0	0	0	0
Woodchipper Forst ST6p	0	15	15	0	0	0	0	0	0	0	0
4.5 Tonne Compact Sweeper	0	76	76	0	0	0	0	0	0	0	0
Iseki SF224 Mower	0	18	18	0	0	0	0	0	0	0	0
Total for Commercial Services & Income Generation	6,729	23,309	22,028	1,920	529	2,671	15,210	2,454	373	195	18,230
SERVICE DELIVERY											
Disabled Facilities Grants	1,228	1,228	1,523	295	0	0	1,543	0	0	0	1,543
Careline Product Development	20	4	7	3	0	0	16	0	0	0	16
Empty Property Grants	0	0	0	0	0	0	61	0	0	0	61

Home Repairs Assistance	0	19	29	9	0	0	0	0	0	0	0
Home Repairs Assistance 2021-22	60	0	0	0	0	0	20	0	0	0	20
HMO Grants	0	24	32	8	0	0	60	0	0	0	60
Barnabus House	0	22	0	0	0	22	22	0	0	0	22
Green Homes Grant LAD	0	0	338	338	0	0	0	0	0	0	0
LOCALITY (PHW)											
Grant for Youth Facilities	5	0	0	0	0	0	5	0	0	0	5
West Coker Pavilion and Play Projects	0	300	299	0	0	1	1	0	0	0	1
Castle Cary and Ansford various projects	0	0	0	0	0	0	100	0	0	0	100
New Barns Wincanton	0	0	0	0	0	0	0	0	0	0	0
Henstridge PC - Ash Walk Rec	0	26	26	0	0	0	0	0	0	0	0
Jocelyn Park Play Area Grant	0	0	3	3	0	0	26	0	0	0	26
Crewkerne Aqua Centre	0	33	33	0	0	0	0	0	0	0	0
Gainsborough Play Area, Milborne	0	31	31	0	0	0	0	0	0	0	0
Cricket Ground Water St Martock	0	0	8	8	0	0	0	0	0	0	0
Lightgate Ln Playground S Petherton	0	62	62	0	0	0	0	0	0	0	0
Wyndham Park Play Area Equipment	41	0	0	0	0	0	72	0	0	0	72
ST Johns Yeovil Play Area Equipment	0	0	20	20	0	0	0	0	0	0	0
Jarmal Way, Chard - Play Area Equipment	28	28	104	76	0	0	0	0	0	0	0
Snowden Park Play Area Equipment, Chard	3	0	0	0	0	0	0	0	0	0	0
Ilminster Recreation Ground	44	44	44	0	0	0	0	0	0	0	0
Old Keyways Play Area, Langport	0	0	0	0	0	0	13	0	0	0	13
Flagship Play Area	25	8	8	0	0	0	15	0	0	0	15
Grant to Milborne Port Rec	0	0	0	0	0	0	99	0	0	0	99
Langport Memorial Ground New Changing Facilities	4	0	0	0	0	0	4	0	0	0	4
Renewal of Skate Park provision in Area South	210	0	0	0	0	0	340	0	0	0	340
Huish Episcopi Swimming Pool	0	71	0	0	0	71	71	0	0	0	71
Yeovil Country Park Play Area	0	0	0	0	0	0	220	0	0	0	220
Forton Playing Pitches, Chard	85	0	0	0	0	0	0	0	0	0	0
Holyrood Sports Hall	0	3	0	0	0	3	3	0	0	0	3
Ilminster Cricket Club	35	0	0	0	0	0	35	0	0	0	35
Caryford Community Hall	21	21	0	0	0	21	21	0	0	0	21
South Petherton Cricket Club	5	0	0	0	0	0	5	0	0	0	5
Wyndham Park Community Facilities	400	0	0	0	0	0	0	400	0	0	400
Home Farm, Somerton	298	0	0	0	0	0	298	0	0	0	298
Gypsy & Traveller Acquisition Fund	133	0	0	0	0	0	0	0	0	0	0
Infrastructure & Park Homes Contingency	91	0	0	0	0	0	0	0	0	0	0
Subtotal for Service Delivery	2,737	1,925	2,567	760	0	118	3,049	400	0	0	3,449

Chard Town Centre Gateway and Seating Area.	52	52	0	0	0	52	52	0	0	0	52
Ilminster Tennis & Bowling Club	0	13	13	0	0	0	0	0	0	0	0
Horton Parish Council Playing Field Project	0	13	4	0	0	8	8	0	0	0	8
Ilchester Hall, Chiselborough	0	13	13	0	0	0	0	0	0	0	0
North Perrott Cricket Club	0	11	10	0	0	0	0	0	0	0	0
Chard Town Council - Market Stalls	0	6	6	0	0	0	0	0	0	0	0
Hinton St George Pre-School Appeal	0	13	7	0	0	6	6	0	0	0	6
Combe St Nicholas Primary School Running Track	0	6	6	0	0	0	0	0	0	0	0
Ark at Egwood Indoor Activity Space	0	0	0	0	0	0	13	0	0	0	13
East Chinnock Parish Council - Play Area Upgrade	0	0	0	0	0	0	6	0	0	0	6
Ilminster Sports Club - New Play Area	0	0	0	0	0	0	13	0	0	0	13
Merriott Village Hall - Kitchen Refurbishment	0	0	0	0	0	0	5	0	0	0	5
Radio Ninesprings	0	3	3	0	0	0	0	0	0	0	0
Unallocated Budget West	94	18	0	0	0	18	32	0	0	0	32
Subtotal for Area Committees	519	469	145	0	0	323	473	0	0	0	473
CORPORATE											
Capital Contingency	0	0	0	0	0	0	4,000	0	0	0	4,000
Total Gross Capital Programme	27,210	40,540	35,499	2,701	679	7,062	54,463	18,902	10,901	623	84,906

Wincanton Regeneration budget - Change of Scope

Executive Portfolio Holder:	Cllr Sarah Dyke, Wincanton Regeneration
Ward Member(s)	Cllrs Colin Winder and Nick Colbert
Strategic Director:	Jan Gamon, Place and Recovery / Peter Paddon, Acting Director of Place and Recovery
Service Manager:	Natalie Fortt, Regeneration Programme Manager
Lead Officer:	Pam Williams, Wincanton Town Centre Regeneration Project Manager
Contact Details:	pam.williams@southsomerset.gov.uk or 01963 435020

Purpose of the Report

1. The report suggests revisions to scope and sets out related changes to budget including a request for additional funds from the corporate capital contingency for the Wincanton Regeneration project. This follows receipt of tenders for the public realm scheme. The approach will ensure a focus on the two priorities of delivering the public realm and building repair grants (property project) during the remaining months of the project.

Forward Plan

2. This report did not appear on the District Executive Forward Plan.
3. Following a recent procurement exercise for public realm schemes, an early decision is required to enable the additional Section 24 financial approval to be requested from Somerset County Council so that contracts can be signed. A signed contract reduces cost pressure by fixing the majority of prices which would otherwise be vulnerable to materials and labour market fluctuations. If District Executive and Somerset County Council support the requested change to scope and budget, Wincanton's three public realm schemes can be advanced.

Public Interest

4. The report seeks a change of scope to the Wincanton Regeneration project. This would mean that construction works for the public realm schemes at Market Place, Carrington Way and Central High Street would get underway later this year.

Recommendations

5. That District Executive recommend that the Chief Executive agree either:

Option 1

- a. To reallocate £124,000 to the public realm work stream from other work streams within the Wincanton Regeneration budget.
- b. To allocate £136,000 to the Public Realm work stream from the corporate capital contingency.

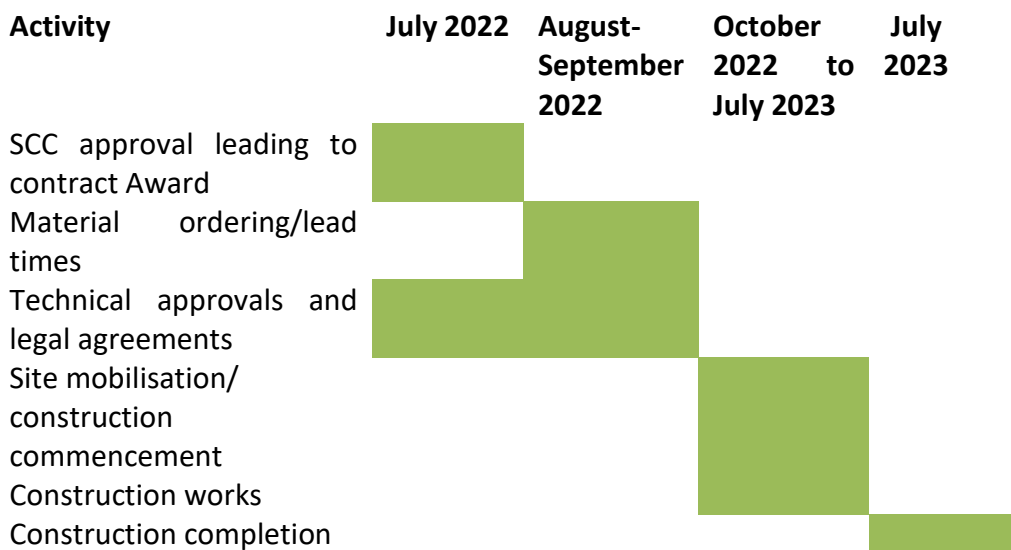
Or Option 2

To allocate the full £260,000 requested from the capital contingency budget.

Background

6. The Wincanton Regeneration programme seeks to improve the attractiveness of the town centre by creating an environment where businesses wish to trade with spaces, which people will visit and want to spend time. The project went live at the end of 2019 and comprises a range of initiatives including physical infrastructure and property improvements as well as softer interventions. The two prioritised work-streams within the programme are the public realm improvements and property grants as they are fundamental to enhancing the attractiveness of the town centre.
7. In February this year, Full Council approved a revised budget and work-streams for the final year of the Wincanton Regeneration project. However, following the recent re-tender of public realm works there is a budget shortfall, this means that if the schemes are to progress, a further change of budget and scope needs to be agreed.
8. As Local Government Re-organisation approaches, the Section 24 Directive and General Consents protocol means that there is a requirement for Somerset County Council to approve expenditure on specific projects and above certain financial thresholds. The Wincanton project falls into this category because the project is identified as requiring additional approvals and the public realm construction programme will run beyond vesting day.
9. Tenders for the public realm schemes remain open for 90 days (to mid-August 2022). Subject to the necessary sign-offs being obtained, the aim is for a construction start date of October 2022 (based on contract award in July 2022) with a finishing date of July 2023 anticipated. The headline timeline is as follows:

Table 1 Activity Timeline



Change of scope and budget

10. When the revised Wincanton Regeneration budget was approved in February, the budget was informed by pricing from the tender exercise conducted in late 2021. One of the contractors within our public realm procurement framework subsequently became insolvent, as a consequence it was necessary to re-tender the work. This exercise, combined with other factors means there is a funding shortfall in the region of £260k.
11. The cost variances are not dis-similar to other projects where pricing has significantly inflated due to large rises in material costs, broader inflationary pressures and the availability of labour. These changes have been driven by a combination of factors which include the Covid pandemic, the war in Ukraine, high levels of inflation and significant local infrastructure projects such as A303 improvements and Hinkley Point.
12. This section contains suggestions about how to partially bridge the gap from within the budget, where this can be achieved without significantly diluting the outcomes. This approach helps to minimize the request from the corporate capital contingency. The table below details the suggested line reductions which could be moved to support the delivery of the public realm schemes.

Table 2 Proposed Budget Amendments

Programme Element	Budget Line £000s	Spend to date (up to 30.4.22)	Pipeline/ Commitment	Balance	Reduction £000s	Note
Property Project – grants*	190	0	96**	94	34	1
Re-use empty units	8	3		5	5	2
Signage and wayfinding	180	0		180	60	3
Anchor business review	5	0		5	5	4
Marketing/image dev	40	0		40	20	
					124	

Notes

1 – Property Project

* three application submitted and 13 expressions of interest for prioritised properties.

A reduction of £34k would allow scheme to be opened up beyond prioritised properties but on a ‘first come, first served basis’ to allow awards up to remaining budget ie £60k

2- Re-use of key vacant premises, no further work proposed in relation to developing case for CPO

3- Signage and Wayfinding – Some funds retained in case they are necessary to meet Highways Safety Audit requirements on signage

4- Anchor business review - suspend in line with national indicators, trend away from town centre retail

13. Reductions of £124k as identified above would result in modest scope alteration but as presented these should not significantly impact the outcomes sought. This would mean that £136k is required from the corporate capital contingency to progress the delivery the Public Realm schemes at Carrington Way, Market Place and Central High Street.

14. Approval of these changes in scope and budget would allow a formal request to continue the project to be made to Somerset County Council which, if secured, would allow the signing of contracts, locking in the principal prices and ensuring the schemes can be delivered.
15. The change in scope is due to be discussed at the Strategic Development Board on 1st July 2022. Any concerns raised there will be reported verbally to District Executive as part of the presentation of this report.

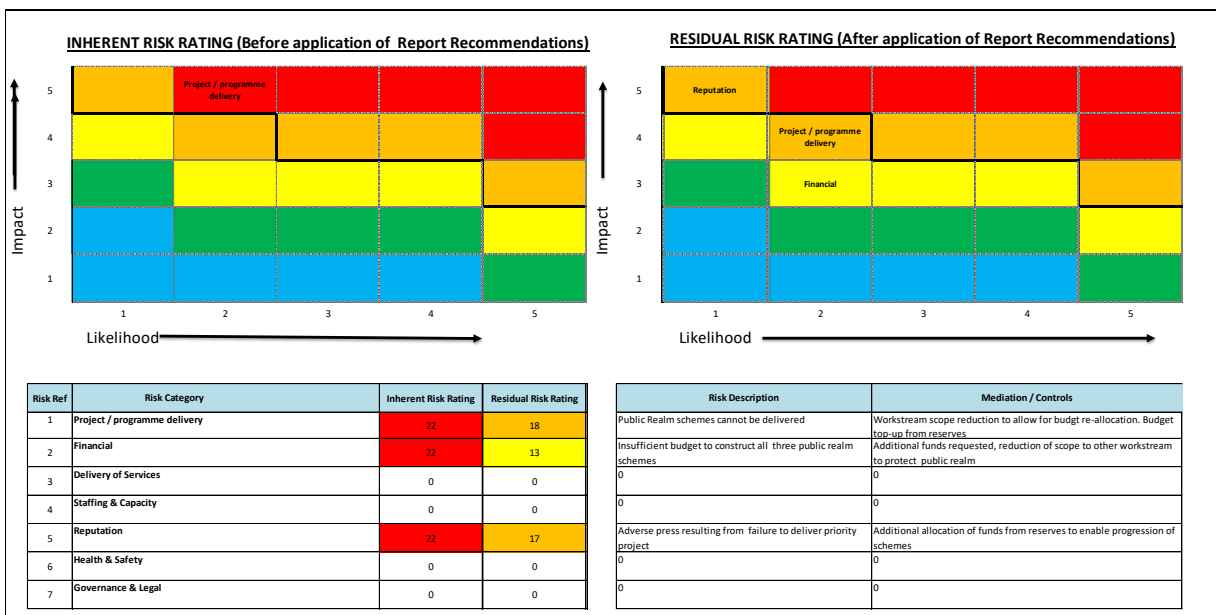
Financial Implications

16. The detail of the tenders remains commercially sensitive at this stage of the procurement process. However, in order to deliver the programme as shown above, the overall budget allocation would need to be increased up to either £2,527,000 or £2,651,000, depending on whether option 1 or 2 is chosen. This would comprise:
 - a. Existing budget - £2,391,000
 - b. Corporate capital reserve - either £136,000 or £260,000, depending on whether option 1 or 2 is chosen.
 - c. This approach preserves a contingency sum of £143,000 to deal with unforeseen costs during construction.

Legal implications and details of Statutory Powers

17. As described above the Wincanton Regeneration Project is identified as requiring sign-off by Somerset County Council within the Section 24 Directive and General Consents protocol, otherwise, this report is a change of scope and budget which forms part of the standard budget management processes of the council.

Risk Matrix



Council Plan Implications

18. Delivery of the public realm schemes and submission of a Levelling Up fund bid are Council Plan priorities for 2022/23.

Carbon Emissions and Climate Change Implications

19. This report seeks a change in the way funding is allocated so does not directly impact this theme. Carbon Emissions and climate change has been taken into account in design of the public realm including the promotion of active travel and an increase in street trees and areas of planting.

Equality and Diversity Implications

20. This report is purely a financial change of scope. Equality and diversity has been considered in all of the projects at design and construction phases. This will continue to be applied but is not directly applicable to this report content.

<i>An Equality Impact Relevance Check Form has been completed in respect of the Proposal?</i>	Yes
<i>The Impact Relevance Check indicated that a full EIA was required?</i>	No
<i>If an EIA was not required please attach the Impact Relevance Check Form as an Appendix to this report and provide a brief summary of its findings in the comments box below. – Attached</i>	
Additional Comments	
None	

Privacy Impact Assessment

21. There are no identified impacts in this area of assessment related to this report.

Background Papers

- None

Equality Impact Relevance Check Form



The Public Sector Equality Duty requires us to eliminate discrimination, advance equality of opportunity and foster good relations with protected groups. This tool will identify the equalities relevance of a proposal, and establish whether a full Equality Impact Assessment will be required.

What is the proposal?	
Name of the proposal	Change of Scope Wincanton Regeneration budget
Type of proposal (new or changed Strategy, policy, project, service or budget):	New and revision of budget + scope
Brief description of the proposal:	Reduction in scope of some workstreams, re-alignment and addition to budget
Name of lead officer:	Pam Williams

You should consider whether the proposal has the potential to negatively impact on citizens or staff in the following ways:

- Access to or participation in a service,
- Levels of representation in our workforce, or
- Reducing quality of life (i.e. health, education, standard of living)

A negative impact is any change that could be considered detrimental. If a negative impact is imposed on any citizens or staff with protected characteristics, the Council has a legal duty to undertake a full Equality Impact Assessment.

Could your proposal negatively impact citizens with protected characteristics? (This includes service users and the wider community)	NO
Could your proposal negatively impact staff with protected characteristics? (i.e. reduction in posts, changes to working hours or locations, changes in pay)	NO

Is a full Equality Impact Assessment required?	NO
If Yes, Please provide a brief description of where there may be negative impacts, and for whom. Then complete a full Equality Impact assessment Form	
If No, Please set out your justification for why not.	
This is primarily a budget report which changes the focus of the finances of the Wincanton Regeneration scheme and requests additional corporate funding. Whilst the scope of the budget allocations is changing this does not alter the focus on the the two key priorities of the project. Therefore there are no identified negative impacts for people from the Protected Characteristics linked to the financial allocations. A full EIA is therefore not require.	
Service Director / Manager sign-off and date	N Fortt 16/6/22
Equalities Officer sign-off and date	Dave Crisfield 16 th June 2022

Investment Asset Update Report

Executive Portfolio Holder: Cllr John Clark, Portfolio Holder for Economic Development including Commercial Strategy
SLT Lead: Jill Byron, Solicitor and Monitoring Officer
Service Manager: Robert Orrett, Commercial Property, Land and Development Manager
Contact Details: Robert.orrett@southsomerset.gov.uk or 01935 462075

Purpose of the Report

1. To provide an update to members and the public on performance of the commercial investments owned by the Council since the last half yearly update reported in March 2022.

Forward Plan

2. This report appeared on the latest District Executive Forward Plan with an anticipated Committee date of June 2022.

Public Interest

3. The Council approved substantial capital funding for the acquisition of commercial investments. Measured by financial scale, this was the major component of the Council's Commercial Strategy. The objective was to enable the Council to protect services to residents in the light of reduction in funding. The Council agreed to receive updates on progress every six months.

Recommendations

4. That District Executive:-
 - a. Note the continuing performance of the commercial investments of the Council
 - b. Note the return being achieved across the portfolio which is in line with the Council's target of 7%.

Background

5. Council approved a commercial approach to Land and Property management in August 2017 as part of the Commercial Strategy which was supporting the objective of becoming financially self-sufficient.

6. The commercial approach to Land and Property management is the major financial component of the Commercial Strategy. The objectives are to invest in additional commercial property assets and to manage existing land and property assets more commercially. The underlying objective continues to be to deliver a net return to the bottom line for frontline services of 3% from the capital invested.
7. Members requested regular updates to show progress made in meeting the Commercial Strategy.
8. The funding for commercial investment was increased by the Council in September 2019. New acquisition of additional commercial investments was ceased by a decision of District Executive in December 2021.
9. This report includes income data up to the end of April 2022.

Investment overview

10. A total sum of £142m has been invested by the Council via the acquisition of commercial asset investments with the aim of providing a net income return to the Council on a sustained long term basis. The investment assets split into three segments measured by the amounts invested:

Commercial investment property	93,440,498	66.0%
Renewable energy projects	43,487,058	30.7%
Residential development	4,727,375	3.3%
Total invested	141,654,931	100.0%

11. These investment segments are reported on separately in the sections that follow.

Commercial investment property

12. A total of 21 separate properties have been acquired. These are reasonably spread geographically and also in terms of the uses of the properties. The rental income is derived from 43 separate tenancies. This further contributes to the portfolio spread. The lot sizes by property and tenant balance this resilience due to the spread of investments while limiting the intensity and cost of management. No further acquisition activity has been carried out, in line with the District Executive decision that the acquisition phase has been concluded.

13. The portfolio is summarised:

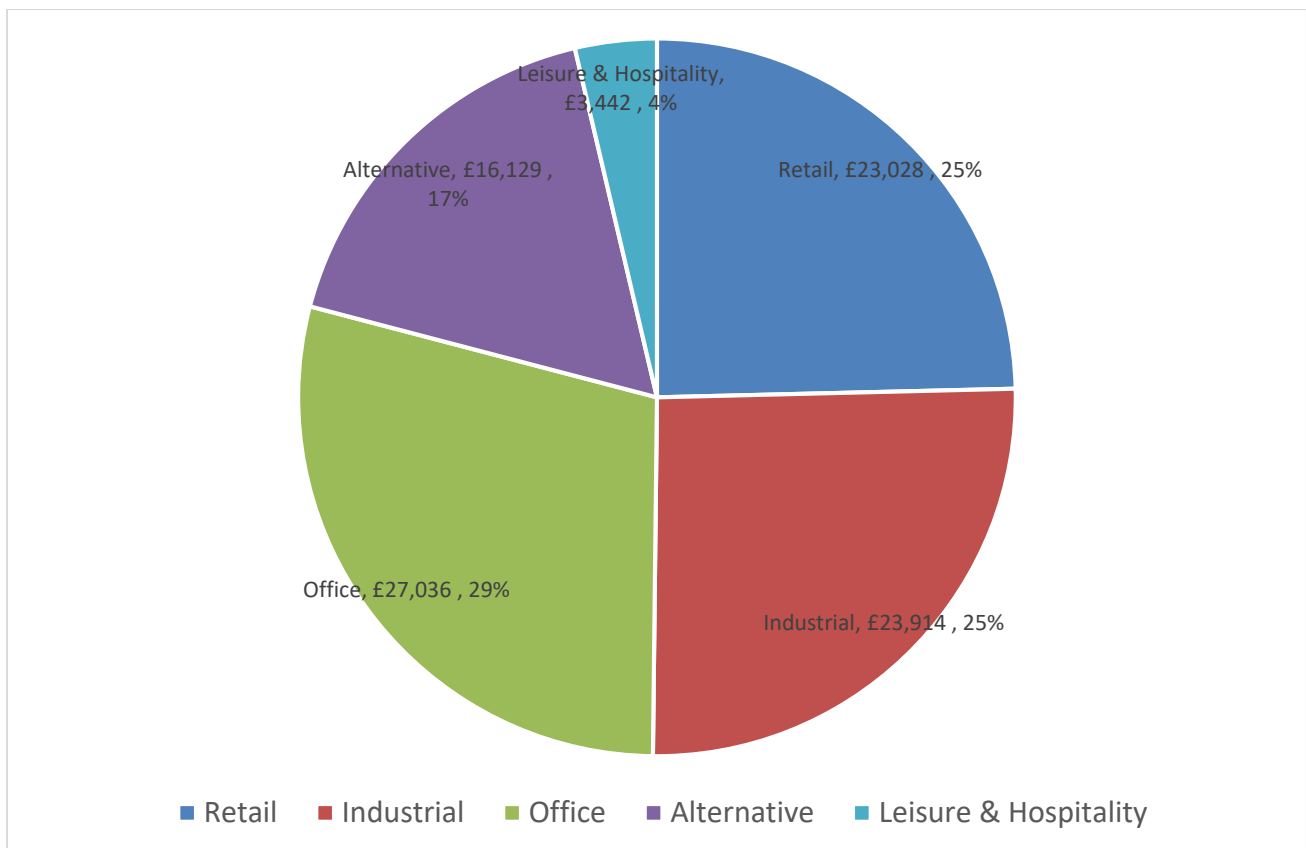
		Portfolio	Retail	Industrial	Office	Alternative	Leisure & Hospitality
Capital Values	Asset Value (£'000)	£93,549	£23,028	£23,914	£27,036	£16,129	£3,442
	Portfolio Split (%)	100	25	26	29	17	4
Income	Total Income (£'000 pa)	£6,448.12	£1,815.61	£1,650.36	£1,762.96	£941.43	£277.76

	Portfolio Split (%)	100	28	26	27	15	4
Metrics	Assets	21	4	6	5	3	3
	Yield (%)	6.9%	7.9%	6.9%	6.5%	5.8%	8.1%
	Av Income per asset (£'000 pa)	£307	£454	£275	£353	£314	£93
	WAULT	7.11	4.97	4.04	4.58	24.02	15.42

Notes –

1. WAULT stands for weighted average unexpired lease term and is the period in years for the average contractual lease commitments, weighted according to the amount of rent on each lease.
2. Alternative as a category for investment property sector, refers to uses that do not fall into the other categories. These may be in education, healthcare, land or specialised uses. For the SSDC portfolio the actual uses are – veterinary hospital, hospital food preparation, and data server facility. While these current uses are specialised, the buildings that accommodate them are standard – either offices or industrial.

14. Sector split chart



15. The target set in the Commercial Strategy was for investments to achieve a gross property yield on average of 7.0%. The current overall portfolio yield is just below target



at 6.9%. The restructure package on one property agreed in response to COVID business pressures on our tenant is still working through the cashflow in the period used (2021/22) but will have concluded in 2022/23 which will see the overall return above 7.0%.

16. The main aim is to deliver income from these investments. The current total income receivable is 98.9% of the income budget when the acquisitions were each approved. The reasons this is slightly down on budget are that there are vacant unlet units at two properties and in three other instances rent free incentives have been allowed as part of letting transactions. Conclusion of the rent free incentives will see total receivable rents above the budget aggregate level. Longer term income expectations can be monitored by reference to estimated market rental value (ERV). This is the opinion of the rent that should be achieved on re-letting of each lettable unit. The total ERV is 94.6% of the income budget when the acquisitions were each approved. Three properties were purchased on the basis this eventual ERV would be lower than the rent due under the lease in place. For the two retail properties we own in Yeovil, the ERV has fallen further since purchase. For all other properties, the ERV is either unchanged or increased since purchase.
17. The UK economy, along with many other major economies has experienced a sharp increase in the rate of inflation with CPI rising by 9.1% in the 12 months to May 2022, far above the inflation target of 2%. This impacts on the cost of council services and on capital projects. There is no automatic relationship to the income returns from investment property. Over the last 50 years, there have been differences between the patterns of rental income growth and general inflation. However, over medium term periods (10-15 years) the general pattern has been for rental income growth to keep pace with general inflation.

Renewable energy projects

18. The Council has invested £43.5m in battery energy storage systems (BESS) - Taunton (Fideoak) and Fareham (FERL 1&2) through a joint venture company: SSDC Opium Power Ltd. The returns from these to SSDC come by way of interest on capital lent to the joint venture company, repayment of capital, and dividends from the profits of the company. As these projects must first be constructed, there is an initial period of investment without immediate return. Taunton was completed in 2020, FERL 1 was completed in February 2022 and FERL 2 has reached completion in June 2022.
19. BESS contributes to renewable electricity supply by electricity storage - enabling power generated by renewable sources to be stored until needed. The commercial return on the capital invested is achieved because the market for this sector offers a higher price to buy stored power than the cost it sells surplus at.
20. The Fideoak BESS continues to be fully operational and revenue producing. The system has continued to be operated by SSDC OPL in the most lucrative Stability

Services market - the Dynamic Containment (DC) market. This is the highest earning market for Grid Scale Batteries, and as such has the most challenging technical requirements that must be met in respect of power delivery reaction time, accuracy of metering, stability of power delivery, and consistency of service availability.

21. The figures in the table below include actual income received from April 2021 to March 2022. All the sums are the gross income received by the joint venture company and do not represent net income to SSDC.

Month	£
April	209,773.23
May	252,656.35
June	288,995.95
July	314,041.23
August	307,404.91
September	284,157.66
October	317,016.00
November	48,492.18
December	119,389.46
January	169,879.15
February	418,360.74
March	115,854.88
2021/22 Total	2,846,021.74

22. The National Grid has a 45-day payment policy, therefore revenue for May is not received until the end of July, June until the end of August and so on. From a cashflow perspective the company will be at least two months behind the actual generation.
23. On 1 November 2021 Limejump replaced Kiwi Power as the optimiser for the site. Limejump will also be optimising the 40mw and 20mw Fareham BESS. The optimiser's role is to control and dispatch the battery asset into the National Grid's energy marketplace in order to maximise revenue for the site.

Fareham Project update

24. The Fareham 40mw Phase 1 was energised in February 2022 and following live commissioning it qualified into National Grid's FFR (Frequency Stabilisation service provision marketplace) in March and then as planned rapidly qualified into the most lucrative National Grid Dynamic Containment service marketplace in April. The site is fully operational. Provisional revenue earning figures for Fareham Phase 1 for April 2022 is in the region of £144k.
25. The construction delivery of Fareham 20mw Phase 2 BESS is complete, on budget and confirmed for connection to the substation four months ahead of schedule. The



connection and energisation date has been confirmed as the 19 July 2022. Final live commissioning takes place once the site is energised, and revenue earning operations are targeted to initiate by the end of August.

Residential Development, Marlborough

26. The Marlborough residential development comprises 3 new build houses and 15 flats created by refurbishment of an existing building. The project has been considerably delayed against original programme as reported previously, COVID-19 disrupting both completion of outstanding work and marketing activity. These delays and other detailed aspects of results compared with budgets means that this project is not expected to deliver any profit when all is finalised.
27. Good progress is being continued with sales. Three houses and four flat sales have now completed returning to the Council 42% of the expected gross value. A further six flats are under offer and in solicitors hands. There is a good level of interest in the flats generally. We consider progress with securing buyer is now good and we are expecting to continue good progress with the sales in the coming months.

Investment Strategy

28. With the decision to stop the build up of the portfolio by new acquisition, the focus is now on portfolio and property management. We aim to maintain the lowest level of tenancy voids possible, and to protect and increase medium to long term growth in value of individual properties and the portfolio.

Financial Implications

29. The financial implications for the progress with commercial investments and of asset management activity are set out within the report and in further detail in the Confidential Appendix where the detail impacts on our commercial relationships with tenants or other parties.
30. Detailed and robust due diligence has been completed on all projects with extensive involvement of SSDC's finance and legal specialists together with external advisors (e.g. valuers, tax specialists, legal advisers, sector specialists) to support the property team in completing robust business cases that underpin recommendations and investment decisions. The acquisition decisions made have been through the agreed governance arrangements as approved by SSDC with the Investment Assessment Group (IAG) providing deferrals, refusals and unanimous recommendations to the Council Leader and Chief Executive for final decisions. Arrangements have been



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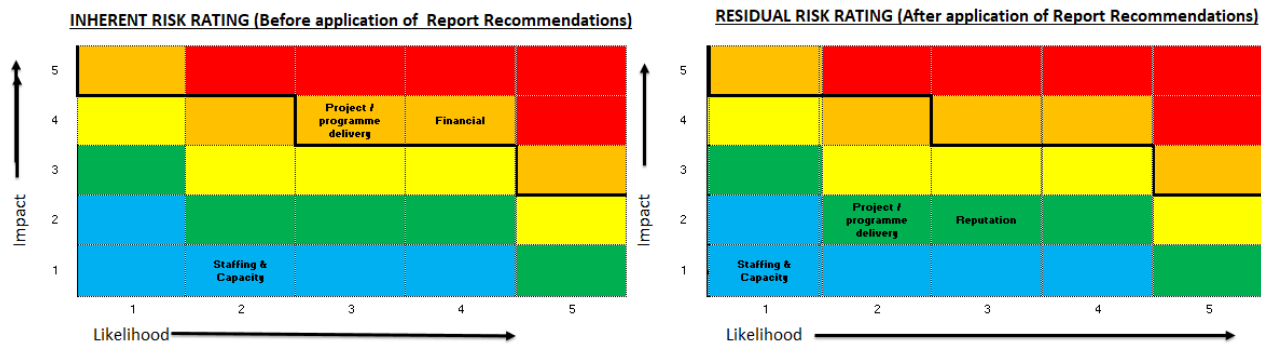
reviewed by Internal Audit and the minor improvements recommended have been implemented.

31. The financial implications of completed acquisitions including costs, income and funding arrangements will continue to be incorporated in budget setting and monitoring processes, in line with SSDC's financial procedures framework.

Legal implications (if any) and details of Statutory Powers

32. None.

Risk Matrix



Risk Ref	Risk Category	Inherent Risk Rating	Residual Risk Rating
1	Project / programme delivery	19	8
2	Financial	20	8
3	Staffing & Capacity	3	1
4	Reputation	19	3
5	Governance & Legal	3	1

Risk Description	Mediation / Controls
Requirement to meet delivery objectives in quantum and timing	Monitoring, resourcing and management
Income returns relative to target; change in capital or rental values	Due diligence on all transactions; expert team
Commercial property team and demands on other service teams (Finance and Legal)	Monitoring, management and prioritisation of resources
Damage to reputation linked to outcomes, business sectors of tenants or handling of management	Decision making criteria
Compliance with approved governance for decision making and implementing internal audit	Clear governance documentation, regular audit and reporting

Council Plan Implications

33. This report links to the following Council Plan objectives:
 - Protecting Core Services
 - Take a more commercial approach to become self-sufficient financially
 - Supporting the Regeneration of Chard, Yeovil and Wincanton
 - Supporting local businesses

Carbon Emissions and Climate Change Implications

34. None.

Equality and Diversity Implications

35. None.



36. There is no personal information included in this report

Background Papers

37. SSDC Commercial Strategy 2017 and 2019

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

North Cadbury and Yarlington Neighbourhood Plan

Executive Portfolio Holder:	Cllr Val Keitch, Strategy and Housing
Ward Member(s)	Cllr Henry Hobhouse and Cllr Kevin Messenger
Strategic Director:	Nicola Hix, Director, Strategy and Support Services
Assistant Director:	James Divall, Assistant Director, Strategy & Support Services
Service Manager:	Jessica Power, Lead Specialist, Strategic Planning
Lead Officer:	Jo Wilkins, Specialist, Strategic Planning
Contact Details:	jo.wilkins@southsomerset.gov.uk or 01935 462588

Purpose of the Report

1. To agree the Independent Examiner's report and recommendations for Proposed Modifications; and to set out the process for 'making' the Plan in the event that there is a favourable outcome to the local referendum to be organised by the District Council.

Forward Plan

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of July 2022.

Public Interest

3. The Neighbourhood Plan represents the views of North Cadbury and Yarlington Parish Council and other stakeholders on the preferred approach to future development in the Parish. This Plan has been the subject of Independent Examination by a qualified person and, if the Council agrees with the Examiner's report and recommendations for Proposed Modifications, the Plan will be then subject to a referendum of all those in the community on the Electoral Register. The referendum will ask whether local residents agree with the modified Plan's content and if it should be used in the determination of planning applications.
4. The Neighbourhood Plan has been the subject of various events and meetings which have been used to engage with interested parties and public consultations. The Parish also have a website dedicated to the Neighbourhood Plan: <https://www.northcadburyneighbourhoodplan.org.uk/>

Recommendations

5. That the District Executive recommends that the Chief Executive:
 - a. agrees the Examiner's report and accepts in full her recommendations for Proposed Modifications to the North Cadbury and Yarlington Neighbourhood Plan.
 - b. agrees to officers organising a referendum later this year for local people on the Electoral Register. The aim of the referendum is to ascertain whether local residents



South Somerset District Council

want South Somerset District Council to use the Neighbourhood Plan for North Cadbury and Yarlington to help it decide planning applications in the neighbourhood area.

- c. delegates responsibility to the Director for Support Services and Strategy to make any final minor text amendments to the Neighbourhood Plan, in agreement with the North Cadbury and Yarlington Neighbourhood Plan Steering Group.

Background

6. Neighbourhood planning helps local communities play a direct role in planning for the areas in which they live and work. The plan can show how the community wants land in its area to be used and developed. If a plan is 'made' following a successful referendum, it becomes part of the development plan for that area. Planning applications are determined by local planning authorities in accordance with the adopted development plan, unless material considerations indicate otherwise.
7. The North Cadbury and Yarlington Neighbourhood Area designation was approved by the District Council in July 2019. Since then, the Neighbourhood Plan for the area was prepared and a 'Pre-Submission' Plan was consulted upon by the local Steering Group in July 2021 (Regulation 14). This initial consultation was followed by formal submission of the Plan in December 2021 and the District Council carried out formal consultation in line with procedures set out in the relevant Regulations (Regulation 16). The Plan has now been the subject of independent examination and this report relates to the District Council's decision on the Examiner's recommendations and the next step of a local referendum. In the meantime, Planning Practice Guidance¹ states that where the local planning authority has issued a decision statement detailing its intention to send a neighbourhood plan to referendum, that plan can be given significant weight in decision-making, so far as the plan is material to the application.

The North Cadbury and Yarlington Neighbourhood Plan

8. The North Cadbury and Yarlington Neighbourhood Plan seeks to shape the physical development of the area in a way that balances the need to look after our environment and at the same time meet the needs of a growing population. The plan includes a vision which is then used as a basis for a series of objectives grouped into six themes: Heritage and Design; Environment, Housing; Business and Employment; Community Services and Facilities; and Transport, which provide the framework for the subsequent general policies. Further policies are proposed for the individual settlements of North Cadbury, Galhampton, Yarlington and Woolston.
9. The Neighbourhood Plan sets out the following objectives:

Table 1: North Cadbury and Yarlington Neighbourhood Plan Objectives

¹ <https://www.gov.uk/guidance/neighbourhood-planning--2#covid-19>



Theme	Objectives
Heritage and Design	<ul style="list-style-type: none">• Protect, preserve and enhance the Conservation Areas and historically important buildings and other heritage assets.• Ensure that the character of the area and the setting of these assets is not compromised by the design, scale or presence of new development, or by the materials used.• Make a positive contribution to reducing the rate of climate change by promoting and supporting sustainable energy initiatives (integrated with new buildings).
Environment	<ul style="list-style-type: none">• Ensure that development is sensitive to the rural setting of the area and does not erode our existing environment and character.• Protect the green spaces and recreational trails that are valued by local residents and create new ones where possible.• Protect existing historic trees (some of which may lie outside the Conservation Areas and may need to be identified) and also support the planting of further native trees as part of any development, given their wildlife and climate benefits and how trees can soften the visual impact of development given the rural character of the area.• Protect people, property and roads from flooding (in particular highlighting any local knowledge of flooding which may not be clear from the flood risk maps).• Maintain the current good air quality and low levels of pollution – in particular recognising the dark night skies and general tranquillity of the area (away from the A303).
Housing	<ul style="list-style-type: none">• Provide opportunities for local people to continue living in the area.• Ensure any housing development provides for a variety of tenures which meet local needs. This should include affordable homes for young families / first time buyers as well as housing suitable for retirement / older age.
Business and Employment	<ul style="list-style-type: none">• Provide opportunities for local people to work close to home.• Support local businesses to set up or expand their premises, providing services and employment in the community, including through the provision of better broadband.
Community Services and Facilities	<ul style="list-style-type: none">• Maintain, improve and extend community services and recreational facilities that better meet the needs of local residents of every age and ability, including the services provided from the church, recreation ground, village hall and pub.



South Somerset District Council

Transport	<ul style="list-style-type: none"> • Reduce problems associated with on-street parking, especially outside the school. • Identify and where opportunities arise create new safe routes for walkers, cyclists and horse riders – particularly linking to the various community facilities and utilising the public rights of way network as far as possible. • Consider how the community can access the local bus service and how the current service might be improved.
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10. The Plan explains that the proposed housing target for the area is 45 dwellings for the period 2018 – 2033 and for which a potential supply of 61 homes is identified. The Plan demonstrates that 34 of the dwellings would be allocations within the Plan, 12 of them affordable, added to which there are extant planning permissions for 27 dwellings. A total of five sites are allocated and details are set out in Table 2 below.

Table 2: North Cadbury and Yarlington Neighbourhood Plan Site Allocations

Policy	Site	Number of Dwellings (Affordable)
18	Cary Road, West of Brookhampton, North Cadbury	14 (6)
19	Cary Road, East of Brookhampton, North Cadbury	14 (6)
20	North Town Farm Barns, North Town	3
21	Barns at Hill Farm, North Town	2
30	Stoke Lane Barn, Woolston	1
Total		34 (12)

11. The Plan includes nine Projects to deal with the monitoring and implementation of the Plan and other actions. The Projects reflect intentions of the Parish Council and consider locally important buildings, the public rights of way network, housing supply monitoring, improvement of the local bus services and the potential relocation of the bus stop at Galhampton, road safety improvements, the school parking area, the potential for part of Yarlington to be a conservation area and also to work with the Emily Estate about any future plans for Yarlington Lodge.
12. On receipt of the Submission Documents the District Council carried out public consultation from January to March 2022 in accordance with Regulation 16, this included a notice in the press, hard copies of the Submission documents were available for inspection at various locations. The District Council also wrote to all authorities, utility providers, a wide range of stakeholders and other bodies considered to have an interest in the Plan, including those that the Neighbourhood Plan Steering Group had consulted itself. The submission documentation was also made available on the Council's website.
13. A total of 48 response were received; South Somerset District Council also made comments, these were all sent to the Examiner.



South Somerset District Council

14. The Examiner's Report concludes that the correct procedure for the preparation and submission of the North Cadbury and Yarlington Neighbourhood Plan was followed and that it meets the 'Basic Conditions', subject to the proposed modifications being made. The Examiner has proposed 13 modifications in all. The Examiner's Report (Appendix A) and amended Plan in accordance with these proposed changes (Appendix B) are appended to this report. The original Submission Plan, supporting documents and summary of representations received are all available on the District Council's website [here](#)
15. If the District Council accepts the Examiner's recommendations, the next stage would be to hold a local referendum in North Cadbury and Yarlington. The prescribed question that needs to be asked is:

"Do you want South Somerset District Council to use the Neighbourhood Plan for North Cadbury and Yarlington to help it decide planning applications in the Neighbourhood Area?"
16. If more than 50% of those who vote say Yes, the Neighbourhood Plan is 'made' (or adopted); and it becomes part of the statutory Development Plan for the District Council and after vesting day for the new Somerset Council. The Plan will need to be given full weight in the determination of planning applications.
17. Under the Community Infrastructure Levy Regulations, 15% of Community Infrastructure Levy receipts are generally passed directly to those parish and town councils (in England) where development has taken place. In England, communities that draw up a neighbourhood plan and secure the consent of local people in a referendum, will benefit from 25% of the levy revenues arising from the development that takes place in their area.
18. The District Council does not have the option to decline to hold the Referendum as this is required by legislation; and the associated costs will need to be absorbed into existing budgetary arrangements. However, Planning Authorities have been advised that, they can submit claims for New Burdens grant, instead of when the date of the referendum is set, at an earlier point in the neighbourhood planning process. A claim can be made at the point when the local planning authority issues a decision statement (as set out under Regulation 25 of the Neighbourhood Planning (General) Regulations 2012 detailing its intention to send the plan to referendum. The Council will therefore claim a grant of £20,000 towards the costs of progressing the Neighbourhood Plan from the Department for Levelling Up, Housing and Communities (DLUHC) once the formal decision has been issued.

Financial Implications

19. There are no additional financial implications as the £20,000 grant claimable from DLUHC will be sufficient to cover the costs of the referendum. It should be noted that if the referendum were not to progress the costs incurred to date will be funded from the 2022/23 approved Strategic Planning revenue budget.

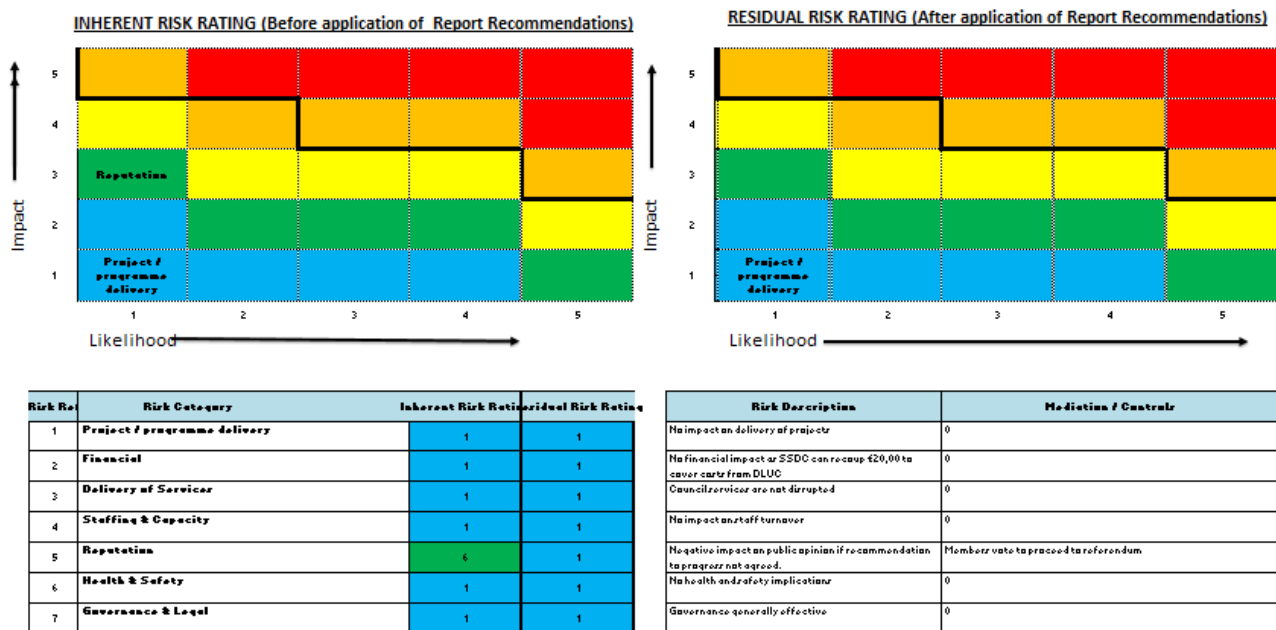
Legal implications (if any) and details of Statutory Powers



South Somerset District Council

20. Neighbourhood Plans are prepared in accordance with a statutory process and are subject to the following legislation:
- Town and Country Planning Act 1990 (as amended)
 - Human Rights Act 1998 (as amended)
 - Planning and Compulsory Purchase Act 2004
 - Environmental Assessment of Plans and Programmes Regulations 2004
 - Localism Act 2011
 - Neighbourhood Planning (General) Regulations 2012
 - Neighbourhood Planning (General) (Amendment) Regulations 2015
 - Neighbourhood Planning (General) and Development Management Procedure (Amendment) Regulations 2016
 - Neighbourhood Planning (General) and development Management Procedure (Amendment) Regulations 2017
 - Neighbourhood Planning Act 2017
 - Conservation of Habitats and Species regulations 2017 (as amended)
21. As explained in paragraph 6 of this report once a neighbourhood plan is 'made' (adopted) by the District Council it becomes a development plan document (DPD) and has the same weight as an adopted Local Plan in the planning application decision-making process. Planning application decisions must be made in accordance with section 38(6) of the Planning and Compulsory Purchase Act 2004.

Risk Matrix



Council Plan Implications

22. The North Cadbury and Yarlington Neighbourhood Plan accords with the Council Plan and in particular Priority 1 Environment and Priority 4 Places where neighbourhood planning is referenced. The Neighbourhood Plan has been prepared by the local community who wish to have an influence on future development in the Parish.



- 23. The North Cadbury and Yarlinton Neighbourhood Plan includes amongst its objectives to “Make a positive contribution to reducing the rate of climate change by promoting and supporting sustainable energy initiatives (integrated with new buildings).”
- 24. Policy 3 is supportive of renewable energy and other measures to mitigate the impact of climate change in new buildings and Policy 8 seeks to reduce flood risk and manage surface water runoff through the use of sustainable urban drainage systems (SUDS).

Equality and Diversity Implications

- 25. The Impact Relevance Check Form is provide as Appendix C to this report. No full Equality Impact Assessment is required.

<i>An Equality Impact Relevance Check Form has been completed in respect of the Proposal?</i>	Yes / No
<i>The Impact Relevance Check indicated that a full EIA was required?</i>	Yes / No
<i>If an EIA was not required please attach the Impact Relevance Check Form as an Appendix to this report and provide a brief summary of its findings in the comments box below.</i>	
<i>If an EIA was required please attach the completed EIA form as an Appendix to this report and provide a brief summary of the result of your Equality Impact Assessment in the comment box below.</i>	
Additional Comments	
None	

Privacy Impact Assessment

- 26. Personal contact data from the Register of Electors will be used by the Elections Team when inviting parishioners to vote in the referendum.

Background Papers

- Appendix A – Examiner’s Report
- Appendix B – North Cadbury and Yarlinton Neighbourhood Plan – updated version
- Appendix C – Impact Relevance Check Form



Report on the North Cadbury and Yarlington Neighbourhood Plan 2018 - 2033

An Examination undertaken for South Somerset District Council with the support of North Cadbury and Yarlington Parish Council on the December 2021 submission version of the Plan.

Independent Examiner: Andrew Mead BSc (Hons) MRTPI MIQ

Date of Report: 6 June 2022

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Main Findings - Executive Summary

From my examination of the North Cadbury and Yarlington Neighbourhood Plan (NCYNP/the Plan) and its supporting documentation including the representations made, I have concluded that subject to the policy modifications set out in this report, the Plan meets the Basic Conditions.

I have also concluded that:

- The Plan has been prepared and submitted for examination by a qualifying body – North Cadbury and Yarlington Parish Council;
- The Plan has been prepared for an area properly designated – the Parishes of North Cadbury and Yarlington, as shown on page 3 of the Plan;
- The Plan specifies on page 5 the period during which it is to take effect: 2018 - 2033; and
- The policies relate to the development and use of land for a designated neighbourhood area.

I recommend that the Plan, once modified, proceeds to referendum on the basis that it has met all the relevant legal requirements.

I have considered whether the referendum area should extend beyond the designated area to which the Plan relates and have concluded that it should not.

1. Introduction and Background

North Cadbury and Yarlington Neighbourhood Plan 2018 – 2033

- 1.1 The Parishes of North Cadbury and Yarlington are administered by the North Cadbury and Yarlington Parish Council (NCYPC). The NCYPC area had a population of just over 1,000 in 2011.¹ It is a predominantly rural parish located between Wincanton to the east and Sparkford to the west, just north of the A303. North Cadbury (just over 210 households) is the largest village in the parish, followed by Galhampton (approximately 175 households), Yarlington and Woolston (each with about 50 households).²
- 1.2 The initial process to prepare a neighbourhood plan for North Cadbury and Yarlington began in June 2019 when the Parish Council decided to start the process of preparing the Plan and subsequently formed a Working Group. A household survey was undertaken in February 2020. Various consultation meetings took place and evidence was gathered. The North Cadbury and Yarlington Neighbourhood Plan (NCYNP) was submitted to South Somerset District Council (SSDC) in December 2021, representing about two and a half years' work for those involved.

¹ 2011 Census.

² Paragraph 2.3 of the Plan.

The Independent Examiner

- 1.3 As the Plan has now reached the examination stage, I have been appointed as the examiner of the NCYNP by SSDC with the agreement of NCYPC.
- 1.4 I am a chartered town planner and former government Planning Inspector and have experience of examining neighbourhood plans. I am an independent examiner, and do not have an interest in any of the land that may be affected by the Plan.

The Scope of the Examination

- 1.5 As the independent examiner, I am required to produce this report and recommend either:
- (a) that the neighbourhood plan is submitted to a referendum without changes; or
 - (b) that modifications are made and that the modified neighbourhood plan is submitted to a referendum; or
 - (c) that the neighbourhood plan does not proceed to a referendum on the basis that it does not meet the necessary legal requirements.
- 1.6 The scope of the examination is set out in Paragraph 8(1) of Schedule 4B to the Town and Country Planning Act 1990 (as amended) ('the 1990 Act'). The examiner must consider:
- Whether the plan meets the Basic Conditions.
 - Whether the plan complies with provisions under s.38A and s.38B of the Planning and Compulsory Purchase Act 2004 (as amended) ('the 2004 Act'). These are:
 - it has been prepared and submitted for examination by a qualifying body, for an area that has been properly designated by the local planning authority;
 - it sets out policies in relation to the development and use of land;
 - it specifies the period during which it has effect;
 - it does not include provisions and policies for 'excluded development'; and
 - it is the only neighbourhood plan for the area and does not relate to land outside the designated neighbourhood area.

- Whether the referendum boundary should be extended beyond the designated area, should the plan proceed to referendum.
 - Such matters as prescribed in the Neighbourhood Planning (General) Regulations 2012 (as amended) ('the 2012 Regulations').
- 1.7 I have considered only matters that fall within Paragraph 8(1) of Schedule 4B to the 1990 Act, with one exception. That is the requirement that the Plan is compatible with the Human Rights Convention.

The Basic Conditions

- 1.8 The 'Basic Conditions' are set out in Paragraph 8(2) of Schedule 4B to the 1990 Act. In order to meet the Basic Conditions, the neighbourhood plan must:
- have regard to national policies and advice contained in guidance issued by the Secretary of State;
 - contribute to the achievement of sustainable development;
 - be in general conformity with the strategic policies of the development plan for the area;
 - be compatible with and not breach European Union (EU) obligations (under retained EU law)³; and
 - meet prescribed conditions and comply with prescribed matters.
- 1.9 Regulation 32 of the 2012 Regulations prescribes a further Basic Condition for a neighbourhood plan. This requires that the making of the Plan does not breach the requirement of Chapter 8 Part 6 of the Conservation of Habitats and Species Regulations 2017 ('the 2017 Regulations').⁴

2. Approach to the Examination

Planning Policy Context

- 2.1 The Development Plan for South Somerset, excluding policies relating to minerals and waste development, includes the South Somerset Local Plan 2006 – 2028 (SSLP) which was adopted in 2015. The review of the SSLP began with Issues and Options being consulted on from October 2017 to January 2018 and Preferred Options being the subject of consultation from June to September 2019. However, with the imminent creation of a

³ The existing body of environmental regulation is retained in UK law.

⁴ This revised Basic Condition came into force on 28 December 2018 through the Conservation of Habitats and Species and Planning (Various Amendments) (England and Wales) Regulations 2018.

unitary authority for Somerset in 2023, existing councils will no longer be progressing new plans through the statutory process based on their individual geographies. Existing county and district councils are working closely to scope the content and timescales for new Development Plan(s) to be prepared in the future for the single unitary council. This includes ongoing work to progress and align key evidence base documents. Relevant documents, including an updated Local Development Scheme (LDS) for the new Somerset Council will be published in due course as the councils work through the transitional arrangements.

- 2.2 The planning policy for England is set out principally in the National Planning Policy Framework (NPPF). The Planning Practice Guidance (PPG) offers guidance on how this policy should be implemented. A revised NPPF was published in July 2021 and all references in this report are to the July 2021 NPPF and its accompanying PPG.

Submitted Documents

- 2.3 I have considered all policy, guidance and other reference documents I consider relevant to the examination, as well as those submitted which include:
- the draft North Cadbury and Yarlinton Neighbourhood Plan 2018 – 2033, dated November 2021⁵;
 - the map on page 3 of the Plan which identifies the area to which the proposed Neighbourhood Plan relates;
 - the Consultation Statement, dated November 2021;
 - the Basic Conditions Report, dated November 2021;
 - the Strategic Environmental Assessment, dated July 2021;
 - the Habitats Regulations Assessment, dated August 2021;
 - all the representations that have been made in accordance with the Regulation 16 consultation; and
 - the request for additional clarification sought in my letter of 5 April 2022 and the responses of 14 April 2022 from NCYPC and SSDC.⁶

Site Visit

- 2.4 I made an unaccompanied site inspection to the NCYNP area on 30 March 2022 to familiarise myself with it and to visit relevant locations referenced in the Plan and evidential documents. My inspection included visiting the four villages and each of the proposed Local Green Spaces.

⁵ The front cover of the Plan is dated November 2021. However, the footer of all the internal pages date the Plan as December 2021.

⁶ View all the all the relevant Plan documentation, including the core submission documents and correspondence at: [Neighbourhood Planning | South Somerset District Council](#)

Written Representations with or without Public Hearing

- 2.5 This examination has been dealt with by written representations. I considered hearing sessions to be unnecessary as the consultation responses clearly articulated the objections to the Plan and presented arguments for and against the Plan's suitability to proceed to a referendum. No requests for a hearing session were received.

Modifications

- 2.6 Where necessary, I have recommended modifications to the Plan (**PMs**) in this report in order that it meets the Basic Conditions and other legal requirements. For ease of reference, I have listed these modifications separately in the Appendix to this report.

3. Procedural Compliance and Human Rights

Qualifying Body and Neighbourhood Plan Area

- 3.1 The North Cadbury and Yarlington Neighbourhood Plan has been prepared and submitted for examination by the NCYPC, which is a qualifying body. The NCYNP extends over all the area administered by NCYPC. This constitutes the area of the Plan designated by SSDC on 24 July 2019.

Plan Period

- 3.2 The Plan identifies the Plan period as 2018 to 2033⁷, but this should be stated clearly on the front cover. Therefore, in order to be precise and unambiguous I shall recommend that this period should be specified.
(PM1)

Neighbourhood Plan Preparation and Consultation

- 3.3 The Consultation Statement (CS) includes details of the persons and bodies consulted about the proposed Plan, explains how they were consulted, summarises the key issues raised and describes how those issues have been addressed. Following the initiation of the process in June 2019, the decision to prepare the Plan was made following a meeting open to the public in July 2019. News about the Plan was posted regularly on a dedicated website, using the Nextdoor social platform, the Galhampton Facebook page and in the local church magazine "Excalibur". News items were also posted to a mailing list of about 140 people who had asked to be kept informed. A household survey was carried out in February 2020 which had a response rate of about 58% and formed the basis for drafting a vision for the Plan, a series of objectives and guidance for further evidence.

⁷ Paragraph 1.14 of the Plan.

- 3.4 A Business and Community Survey was conducted in March 2020 with a response rate of about 68%, together with a Call for Sites also in March 2020. The first public consultation on Options took place for three weeks in November 2020 closing on 6 December 2020. As a result of the Options consultation, some additional sites were put forward by landowners and a further mainly web based Supplementary Options consultation was carried out for two weeks from 22 January 2021 until 6 February 2021. In addition, a further site for development had been suggested, but too late to be included in the Supplementary Options consultation.
- 3.5. The Pre-Submission Plan was published for consultation under Regulation 14 of the 2012 Regulations on 16 July 2021 for a period of just over six weeks until 31 August 2021. Over 115 individuals or organisations submitted responses. Pages 19 to 64 of the CS summarises the responses from statutory consultees, members of the public and other stakeholders together with the response from the Neighbourhood Plan Group and any proposed changes to the Plan.
- 3.6 The Plan was finally submitted to SSDC in December 2021. Consultation in accordance with Regulation 16 was carried out from 20 January 2022 until 4 March 2022. Nearly 60 separate representations were received. Despite a number of representations claiming that the consultation process was faulty, I am satisfied that a transparent, fair and inclusive consultation process has been followed for the NCYNP, that has had regard to advice in the PPG on plan preparation and engagement, and is procedurally compliant in accordance with the legal requirements.

Development and Use of Land

- 3.7 The Plan sets out policies in relation to the development and use of land in accordance with s.38A of the 2004 Act.

Excluded Development

- 3.8 The Plan does not include provisions and policies for 'excluded development'.

Human Rights

- 3.9 The Basic Conditions Report (BCR) advises that no issues have been raised in the relation to the possible contravention of Human Rights in the preceding consultations. Furthermore, given the conclusions on the Plan's general conformity with the strategic policies of the Local Plan and regard to national planning policy, it is reasonable to conclude that the making of the Plan should not breach human rights.
- 3.10 I am aware from the CS that considerable emphasis was placed throughout the consultation process to ensure that no sections of the community were isolated or excluded. I have considered this matter independently and I have found no reason to disagree with the statement

in the BCR and I am satisfied that the policies will not have a discriminatory impact on any particular group of individuals.

4. Compliance with the Basic Conditions

EU Obligations

- 4.1 A Strategic Environmental Assessment (SEA) was undertaken on behalf of NCYPC which considers that it is unlikely there will be any significant environmental effects arising from the Neighbourhood Plan. A Habitat Regulations Assessment (HRA) was also undertaken on behalf of NCYPC. The nearest European site to the Plan area is the Mendip Woodlands Special Area of Conservation which lies about 15km to the north west. However, the Plan area is located within the wider hydrological catchment of the Somerset Levels & Moors Ramsar (SLMR) and the most likely cause of significant adverse effects from the policies of the Plan would be phosphorous contamination from increased wastewater effluent discharge caused by development.
- 4.2 The Conclusions and Recommendation in the HRA stated that the five allocations for residential development delivering up to 34 new dwellings would increase the total volume of wastewater effluent produced and surface water run off occurring within the Plan area and would require mitigation measures. These interventions will need to be delivered as part of the wider nutrient neutral strategic approach across SSDC.
- 4.3 However, until such time as a district wide Phosphate Management Strategy is developed and an adequate nutrient policy has been incorporated into the SSLP, it was recommended that mitigation policy text is included in the NCYNP.
- 4.4 The statutory consultees Natural England (NE)⁸ and Historic England (HE)⁹ who were consulted on the contents of the SEA determination report, agreed that a full SEA was not required. Similarly, NE accepted that no further work was required on HRA. The Environment Agency (EA) did not respond to the SEA consultation. At the Regulation 16 stage, the EA submitted general comments applicable to neighbourhood plans without objecting to the procedures or any of the policies.¹⁰
- 4.5 I have read the SEA and the HRA and the other information provided, and having considered the matter independently, I also agree with those conclusions. Therefore, I am satisfied that the NCYNP is compatible with EU obligations as retained under domestic law.

⁸ Email from Natural England, dated 27 August 2021.

⁹ Email from Historic England, dated 31 August 2021.

¹⁰ Representation, dated 28 February 2022.

Main Issues

- 4.6 Having considered whether the Plan complies with various procedural and legal requirements, it is now necessary to deal with whether it complies with the remaining Basic Conditions, particularly the regard it pays to national policy and guidance, the contribution it makes to the achievement of sustainable development and whether it is in general conformity with strategic development plan policies. I test the Plan against the Basic Conditions by considering specific issues of compliance of all the Plan's policies.
- 4.7 As part of that assessment, I consider whether the policies are sufficiently clear and unambiguous, having regard to advice in the PPG. A neighbourhood plan policy should be drafted with sufficient clarity that a decision maker can apply it consistently and with confidence when determining planning applications. It should be concise, precise and supported by appropriate evidence.¹¹
- 4.8 Accordingly, having regard to the North Cadbury and Yarlington Neighbourhood Plan, the consultation responses, other evidence¹² and the site visits, I consider that the main issues in this examination are whether the NCYNP policies (i) have regard to national policy and guidance, (ii) are in general conformity with the adopted strategic planning policies and (iii) would contribute to the achievement of sustainable development? I shall assess these issues by considering the policies within the themes in the Plan including the more detailed policies applicable to individual settlements.

Vision and Objectives

- 4.9 The vision for the NCYNP is described succinctly on page 8 of the Plan: *"In 2033 the parishes of North Cadbury and Yarlington will remain a 'Jewel of a Place' – safe, thriving, well-connected settlements, each with a unique character, natural environment and sense of community spirit, welcoming residents of all ages and abilities."* The vision is then used as a basis for a series of objectives grouped into six themes: Heritage and Design; Environment, Housing; Business and Employment; Community Services and Facilities; and Transport, which provide the framework for the subsequent general policies. Further policies are proposed for the individual settlements of North Cadbury, Galhampton, Yarlington and Woolston.

Heritage and Design (Policies 1 - 4)

- 4.10 Policy 1 contains two elements. This first is to safeguard Locally Important Buildings by applying national planning policy for non-designated heritage

¹¹ PPG Reference ID: 41-041-20140306.

¹² The other evidence includes the responses from NCYPC and SSDC, dated 14 April 2022, to the questions in my letter of 5 April 2022.

assets in the Plan area and has regard to national guidance¹³ and generally conforms with Policy EQ3 of the SSLP. The second element of Policy 1 aims to protect archaeological interests by requiring an initial archaeological evaluation for all development proposals other than extensions or alterations. I consider that this requirement is too onerous for widespread application and SSDC and NCYPC have agreed amendments to the policy which would refine the relevant area identifying the Area of High Archaeological Potential (AHAP) from the SSLP and also the Historic Environment Record as a basis for administering the policy. In agreeing generally with the suggestion, I note that there are two AHAPs based on North Cadbury and Yarlinton and therefore I shall recommend the Plan be modified to show the two AHAPs in a new Appendix and also to include a reference to Yarlinton. **(PM2)** This part of the policy would then also have regard to national guidance¹⁴ and generally conform with Policy EQ3 of the SSLP. Policy 1 would then, as a whole, meet the Basic Conditions.

- 4.11 Policy 2 considers the area's character and gives design guidance for new development. The policy has regard to national guidance¹⁵ and generally conforms with Policy EQ2 of the SSLP. SSDC suggested changing the position of the phrase dealing with "grander buildings", but the policy as written meets the Basic Conditions. Therefore, from my perspective, there is no requirement to modify it.
- 4.12 Policy 3 provides further design guidance including renewable energy development on buildings. The addition of a reference to adequate adaption measures within the policy as suggested by SSDC would improve the clarity of the policy. Subject to that modification, which I recommend, the policy would have regard to national guidance¹⁶, generally conform with Policy EQ2 of the SSLP and meet the Basic Conditions. **(PM3)**
- 4.13 Policy 4 considers practical garden sizes and consists of two paragraphs, the second of which I have concerns about. I support the need to maintain suitable levels of privacy, but the specifications for a minimum rear garden depth of 11m, and rear garden area of either 60sqm or 100sqm is overly prescriptive, may stifle innovative design and is best judged on a case by case basis in development management. Similarly, the reference to size sufficient for tree planting is ambiguous and will depend on aspect and the species of tree(s). Therefore, I shall recommend appropriate modifications to Policy 4 which will then have regard to national guidance¹⁷, generally conform with Policy EQ2 of the SSLP and meet the Basic Conditions. **(PM4)**

¹³ NPPF: paragraph 203.

¹⁴ NPPF: paragraph 189.

¹⁵ NPPF: paragraph 127.

¹⁶ NPPF: paragraph 128.

¹⁷ NPPF: paragraph 130.

Environment (Policies 5 – 8)

- 4.14 Policy 5 requires that new development should respect the area's rural character. Policy 6 seeks to protect the rural character of the recreational routes and views. Policy 7 aims to protect local wildlife. Policy 8 considers flood risk. Each policy has regard to national guidance¹⁸, generally conforms with the relevant strategic policies in the SSLP¹⁹ and will meet the Basic Conditions.
- 4.15 Policy 7B aims to secure phosphate neutrality when new development occurs in order to protect the integrity of the Somerset Levels and Moors Ramsar. The policy would meet the terms of the HRA of the Plan which was endorsed by NE. Nevertheless, I have reservations about the policy, not the least of which is the strategic element as expressed in its final sentence. I raised this issue with SSDC which commented that there is no agreed draft policy for nutrient neutrality in Somerset. It seems to me that the goal of phosphate neutrality may be achieved by a number of routes, depending on the location of watercourses, wastewater treatment plants and the scale of development and whether mitigation comes in the form of upgrades to treatment plants, a scheme at the site of a specific proposal for development or even payments in lieu.²⁰ Therefore, mitigation may be at a level broader than the area of the neighbourhood plan area as recognised at paragraph 6.19 of the Plan.
- 4.16 Accordingly, I agree with the suggestion by SSDC that Policy 7B is deleted from the Plan and an alternative explanation is included in the reasoned justification after (current) paragraph 6.20 which effectively states that prior to granting planning permission for development where phosphate neutrality may be compromised, the local planning authority will undertake an HRA to ensure appropriate mitigation measures are in place. I shall recommend such a modification. **(PM5)** This section of the Plan would then fulfil the aims of the HRA of the Plan and meet the Basic Conditions.

Housing (Policies 9 – 11, 18 – 21 & 30)

- 4.17 Policy 9 considers the scale and location of new housing. The Plan explains (paragraph 7.6) that the proposed housing target for the area is 45 dwellings for the period 2018 – 2033 and for which a potential supply of 61 homes is identified. Table 2 demonstrates that 34 of the dwellings would be allocations within the Plan, 12 of them affordable, added to which there are extant planning permissions for 27 dwellings.
- 4.18 Representations questioned the method of assessing the target for new housing, but I have no convincing reason to question the validity of the

¹⁸ NPPF: paragraphs 174, 179, 167 & 169.

¹⁹ SSLP Policies EQ2, EQ4 & EQ1.

²⁰ Comparable to the Dorset Heathlands Planning Framework Supplementary Planning Document 2020 – 2025, albeit the circumstances are different.

approach set out at paragraph 7.3 footnote 6 of the Plan which was informed by advice from SSDC as the local planning authority. Therefore, I am satisfied that Plan target for 45 dwellings is acceptable for new housing over the Plan period.

- 4.19 In its Regulation 16 representation, SSDC indicated that extant planning permissions in the Plan area are for 25 not 27 dwellings. However, the NCYPC response to my clarification question 11 confirmed that Table 2 and the associated Appendix 3 are indeed correct. The accuracy of the extant planning permissions was also queried in other Regulation 16 representations. However, in my opinion, even accepting the alleged double counting and the limitations of agricultural occupancy, the consequent shortfall due to a lower base of extant planning permissions would not affect the overall housing target so significantly to invalidate the overall conclusions about housing targets in the Plan.
- 4.20 The housing allocations in the Plan which comprise the 34 new dwellings are proposed at the villages of North Cadbury under Policies 18, 19, 20 and 21 and Woolston under Policy 30. There are no proposals for housing at Galhampton or Yarlington. Policy 20 allocates up to three dwellings by the conversion or replacement of barns at North Town Farm, North Cadbury. Policy 21 allocates up to two dwellings by conversion or replacement of barns at Hill Farm, North Cadbury. Policy 30 allocates the barn of Stoke Lane for the conversion or replacement for one dwelling. I consider that the policies for each of these barn conversions or replacements have regard to national guidance²¹, generally conform with Policy SS2 of the SSLP and meet the Basic Conditions.
- 4.21 The two remaining housing allocations are on land north of Brookhampton in North Cadbury. Policy 18 allocates land for 14 dwellings on the western side of Cary Road and Policy 19 also allocates land for 14 dwellings but on the directly opposite eastern side of Cary Road. Policies 18 and 19 indicate that at least 6 homes on each site should be affordable housing. The evidence in support of the two allocations is contained within paragraphs 11.47 – 11.61 of the Plan.
- 4.22 Policies 18 and 19 attracted significant criticism about the procedures which led to the inclusion of the sites in the Plan, the principle of the allocations and the site-specific details. So far as the procedures are concerned, I have read the papers associated with the options and note that site NYC 22 did not emerge until after the options consultation had closed. However, all the proposed allocations were the subject of the Regulation 14 pre-submission consultation which enabled the NCYPC to respond to representations in support of and in opposition to the Plan, including Policies 18 and 19. It appears logical to me that as some sites might fall out of favour others may emerge. The SEA of the Plan was publicly available for the period of the Regulation 14 consultation. The statutory public consultation of the Plan under Regulation 16 was carried

²¹ NPPF: paragraph 60.

out correctly. Therefore, I have no issue with the process of allocating the sites at Policies 18 and 19.

- 4.23 The principle of including the sites as allocations also appears reasonable in that, having read the SEA and the various documents associated with the evolution of the options in the Plan for housing and seen which have been rejected during the preparation process, I can understand why the proposed housing allocations were preferred to alternative sites.
- 4.24 I appreciate that wildlife may be adversely affected by housing development on the sites, however, the two policies require biodiversity net gain to be achieved. Similarly, although there would be an impact on the landscape and the views on the approach to North Cadbury, it would not be so serious that development should be precluded. The effect on the rural character of the area immediately north of North Cadbury would be mitigated by the intention to retain the roadside hedges so far as is possible commensurate with highway safety. I note that the allocations in the Plan have been modified in response to the comments about heritage and that SSDC, as the local planning authority, support Policies 18 and 19.
- 4.25 Therefore, subject to the deletion of the references to Policy 7B, I consider that Policies 18 and 19 would have regard to national guidance²², would generally conform with Policies SS2, HG5 & HG3 of the SSLP and meet the Basic Conditions. **(PM6)** Representations sought the inclusion of land at Ridgeway Lane, North Cadbury and land opposite Manor Farm, Woolston Road, North Cadbury. However, given that the proposed allocations, together with extant planning permissions, exceed the target of 45 dwellings over the Plan period and my conclusion that, subject to a detailed modification referred to above, the housing policies meet the Basic Conditions, there is no convincing reason to include further sites for additional housing.
- 4.26 Policy 10 considers the use of rural buildings and has regard to national guidance²³, generally conforms with Policy HG8 of the SSLP and meets the Basic Conditions, subject to the replacement of the ambiguous qualification "substantial" with "significant". **(PM7)** Some may believe this word to be of equal ambiguity, but it is a familiar term in planning policies and should present no issues for development management.
- 4.27 Policy 11 deals with house types. Subject to improving the clarity of the policy by the addition of a reference to M4(2) standards for adaptable and accessible homes, it would have regard to national guidance²⁴, generally conform with Policy HG5 of the SSLP and meet the Basic Conditions.
(PM8)

²² NPPF: paragraphs 60, 66, 67, 78, 79 & 124.

²³ NPPF: paragraph 80.

²⁴ NPPF: paragraph 62.

Business and Employment (Policies 12 – 13)

- 4.28 Policy 12 considers the North Cadbury Business Park. In order to clarify the policy and in answer to one of my questions, NCYPC suggested rephrasing the first paragraph. I agree with the suggestion and shall recommend that the policy is modified which would then have regard to national guidance²⁵, generally conform with Policy EP4 of the SSLP and meet the Basic Conditions. **(PM9)**
- 4.29 Policy 13 deals with other employment proposals for offices, workshops or similar uses. Agricultural development is not included in the policy. Subject to the addition of a bullet point to recognise that the expansion of existing businesses in the countryside may be acceptable subject to certain criteria, the policy would have regard to national guidance²⁶, generally conform with Policy EP4 of the SSLP and meet the Basic Conditions. **(PM10)**

Transport (Policy 14)

- 4.30 Policy 14 considers parking requirements and has regard to national guidance²⁷, generally conforms with Policy TA6 of the SSLP and meets the Basic Conditions.

North Cadbury, Galhampton, Yarlington and Woolston

- 4.31 Specific policies applying to the individual villages of North Cadbury, Galhampton, Yarlington and Woolston, other than for housing which I have considered above, have been expressed in sections about each settlement. Rather than consider each village separately, I shall deal with the policies according to subject matter.

Built Character (Policies 15, 22, 25 & 28)

- 4.32 Policies 15, 22, 25 and 28 which seek to safeguard built character vary according to the appearance and character of each village and have been carefully and thoughtfully drafted. I consider that each policy has regard to national guidance²⁸, generally conforms with Policy EQ2 of the SSLP and meets the Basic Conditions.

Local Green Spaces (Policies 16, 23 & 26)

- 4.33 Local Green Spaces (LGS) are designated in North Cadbury, Galhampton and Yarlington. As explained in the NPPF, LGS designation should only be used where the green space is: a) in reasonably close proximity to the community it serves; b) demonstrably special to a local community and

²⁵ NPPF: paragraphs 84 & 85.

²⁶ NPPF: paragraphs 84 & 85.

²⁷ NPPF: paragraphs 104 & 106.

²⁸ NPPF: paragraphs 127, 128 & 130.

holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife; and c) local in character and is not an extensive tract of land.²⁹ LGS should also be capable of enduring beyond the end of the Plan period.³⁰ Having seen each LGS on the site visit, I consider that they all meet the criteria for designation outlined in NPPF with the exception of NC3 Clare Field, Ridgeway Lane, North Cadbury.

4.34 I accept that NC3 is located close to the community it would serve and is not an extensive tract of land. However, in my opinion, it is not local in character and appears to function more as an outlook from residential properties along the north east and south east boundaries of the field. I realise that the public footpaths traversing the farmland might be well used but, as advised in the PPG, there is no need to designate linear corridors as LGS simply to protect rights of way, which are already protected under other legislation.³¹ Therefore, I consider that the site does not warrant a LGS designation. Accordingly, I shall recommend the deletion of NC3 from Policy 16. **(PM11)**

4.35 In addition, the first sentence in Policies 16, 23, and 26 state that development should be sensitive to the rural setting of each village, including references to other features. LGS is a designation in which development management is similar that for the Green Belt and where inappropriate development is allowed only in very special circumstances. I consider that the inclusion of the introductory sentence in each of the policies creates a misleading impression, especially when the issues raised can be dealt with under Policy 5 on rural character. Therefore, I shall recommend that the first phrase in each policy is deleted. Subject to that modification and the deletion of NC3, Policies 16, 23, and 26 have regard to national guidance³², generally conform with Policy EQ5 of the SSLP and meet the Basic Conditions. **(PM12)**

Community Services and Facilities (Policies 17, 24, 27 & 29)

4.36 Policies 17, 24, 27 & 29 seek to retain community facilities and support proposals for new facilities as appropriate for each settlement. The policies each has regard to national guidance³³, generally conforms with Policy EP15 of the SSLP and meets the Basic Conditions.

Overview

4.37 Therefore, on the evidence before me, with the recommended modifications, I consider that the policies within the NCYNP are in general

²⁹ NPPF: paragraph 102.

³⁰ NPPF: paragraph 101.

³¹ PPG Reference ID: 37-018-20140306.

³² NPPF: paragraphs 101 – 103.

³³ NPPF: paragraph 84.

conformity with the strategic policies of the SSLP, have regard to national guidance, would contribute to the achievement of sustainable development and so would meet the Basic Conditions.

- 4.38 The Plan lists 9 Projects to deal with the monitoring and implementation of the Plan and other actions. The Projects reflect intentions of the Parish Council and consider locally important buildings, the public rights of way network, housing supply monitoring, improvement of the local bus services and the potential relocation of the bus stop at Galhampton, road safety improvements, the school parking area, the potential for part of Yarlington to be a conservation area and also to work with the Emily Estate about any future plans for Yarlington Lodge.
- 4.39 The projects do not fall within the tests of whether the Basic Conditions are met and I do not consider them further. However, the breadth of the projects is additional evidence of the thoroughness with which the Plan has been prepared and the benefits that the neighbourhood planning process brings to the community.
- 4.40 A consequence of the acceptance of the recommended modifications would be that amendments would have to be made to the explanatory text within the Plan in order to make it logical and suitable for the referendum. These might also include incorporating factual updates, correcting minor inaccuracies, or text improvements suggested helpfully by SSDC and also the NCYPC in its response to my questions. None of these alterations would affect the ability of the Plan to meet the Basic Conditions and could be undertaken as minor, non-material changes.³⁴

5. Conclusions

Summary

- 5.1 The North Cadbury and Yarlington Neighbourhood Plan has been duly prepared in compliance with the procedural requirements. My examination has investigated whether the Plan meets the Basic Conditions and other legal requirements for neighbourhood plans. I have had regard to all the responses made following consultation on the NCYNP, and the evidence documents submitted with it.
- 5.2 I have made recommendations to modify a small number of policies to ensure the Plan meets the Basic Conditions and other legal requirements. I recommend that the Plan, once modified, proceeds to referendum.

The Referendum and its Area

- 5.3 I have considered whether or not the referendum area should be extended beyond the designated area to which the Plan relates. The NCYNP as

³⁴ PPG Reference ID: 41-106-20190509.

modified has no policy or proposal which I consider significant enough to have an impact beyond the designated Neighbourhood Plan boundary, requiring the referendum to extend to areas beyond the Plan boundary. I recommend that the boundary for the purposes of any future referendum on the Plan should be the boundary of the designated Neighbourhood Plan Area.

Concluding Comments

- 5.4 The Parish Council, the Working Group and other voluntary contributors are to be commended for their efforts in producing a thorough Plan. It is a professionally presented and well-illustrated document. The Plan is logical, well-structured, very informative and I enjoyed visiting the area. The associated Appendices and statements, particularly the Basic Conditions Report, were extremely useful, as were the constructive comments of the SSDC in the Regulation 16 consultation and the very helpful responses from both Councils to my questions of clarification.
- 5.5 With the recommended modifications, the NCYNP will make a positive contribution to the Development Plan for the area and should enable the delightful rural character and appearance of the Parishes of North Cadbury and Yarlington to be maintained.

Andrew Mead

Examiner

Appendix: Modifications

Proposed modification no. (PM)	Page no./ other reference	Modification
PM1	Front Cover	Insert "2018 – 2033" on the front cover.
PM2	Policy 1	Delete second paragraph and replace with: "In recognition of the rich archaeological resources of North Cadbury and Yarlinton, development proposals within the Areas of High Archaeological Potential (See new Appendix 1) or that are likely to have an impact on a heritage asset of archaeological interest identified on the Historic Environment Record will be required to provide an archaeological assessment where appropriate."
PM3	Policy 3	Amend the second paragraph to: "... provide climate change mitigation and adequate adaption measures will be supported, ..." .
PM4	Policy 4	Delete the second paragraph and replace with: "The depth of all rear gardens should ensure that suitable levels of privacy are maintained and that sufficient space would enable tree or shrub planting, where appropriate and practicable."
PM5	Policy 7B	Delete the policy. Include a new paragraph: "Natural England has advised that, in light of the unfavourable condition of the Somerset Levels and Moors Ramsar Site, before determining a planning application that may give rise to additional phosphates within the Ramsar Site catchment, competent authorities (the local planning authority) should undertake a Habitats Regulations Assessment (HRA). This is to ensure mitigation measures are in place to address nutrient neutrality so the local planning authority is satisfied that the requirements of the Conservation of Species and Habitats Regulations 2017 (as amended) are met."

PM6	Policies 18 & 19	Amend the final bullet point in each policy to: "Mitigation measures are secured as necessary to demonstrate phosphorus neutrality."
PM7	Policy 10	Bullet point three: replace "... substantially ..." with "... significantly ..." .
PM8	Policy 11	Bullet point four: add at end "... including to M4(2) standards for adaptable and accessible homes."
PM9	Policy 12	Delete the first sentence and replace with: "Land at North Cadbury Business Park will remain the main employment site for meeting local needs that are appropriate to an industrial estate. The extent of the area for such uses is shown on the Policies Map and includes undeveloped areas that are safeguarded for employment use appropriate to an industrial estate, which may be brought forward once the remainder of the business park has been developed."
PM10	Policy 13	Add a new paragraph: "The expansion of existing rural businesses will be supported in accordance with national policies and applying the criteria set out in Policy EP4 of the South Somerset Local Plan."
PM11	Policy 16	Delete NC3 Clare Field, Ridgway Lane.
PM12	Policies 16, 23 & 26	Delete the first sentence in each policy.



NORTH CADBURY AND YARLINGTON NEIGHBOURHOOD PLAN

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Appendix B

Referendum Version

North Cadbury and Yarlington Parish Council,
September 2022

A planning policy document to influence what is built and where across North Cadbury, Galhampton, Yarlington and Woolston for the period 2018 - 2033





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FOREWORD

“Neighbourhood planning gives communities the power to develop a shared vision for their area. Neighbourhood plans can shape, direct and help to deliver sustainable development, by influencing local planning decisions as part of the statutory development plan.”

Extract from the Government’s National Planning Policy Framework (2021)

This North Cadbury and Yarlington Neighbourhood Plan seeks to shape the physical development of the area in a way that balances the need to look after our environment and at the same time meet the needs of a growing population.

Drawing on the opinions of the community has been critical to making sure the Plan genuinely reflects the hopes and aspirations of all the area’s residents. This has been challenging given the wide area the Plan covers and that the Covid 19 pandemic has been ongoing through much of the time the plan was prepared. Nevertheless, using a mix of technology and socially distanced engagements, we hope we have reached out to everyone who wanted to be heard, and have listened and reflected the consensus of opinion in this, our first Neighbourhood Plan.

The Plan has been prepared by a group of local residents, supported by a planning consultant, on behalf of the North Cadbury and Yarlington Parish Council. It is the Parish Council who are responsible for the preparation of the Plan in this area, and South Somerset District Council will ultimately ‘make’ the Plan part of the statutory development plan once it has been independently examined and passed a local referendum. Grateful thanks are extended to all the volunteers for the time and commitment they have given to date.

NC&Y Parish Council, July 2021

This version is the referendum version that has gone through consultation, been tested at examination and taken on board the modifications recommended by the Examiner. If the referendum result is a ‘yes’ vote it will then be formally made part of the development plan.





1. INTRODUCTION

HOW THIS ALL BEGAN...

1.1 In 2016/7, local residents, supported by the Parish Council, produced a Community Plan for the area, replacing the previous (2006) plan. This considered a wide range of issues impacting on the day to day lives of its community. Whilst many parishioners did not want the villages and hamlets to change significantly, there was a general acceptance that some infill development could potentially help provide starter and family homes which could help ensure that there would continue to be a balance of young and older residents. There were also concerns expressed that the planners at South Somerset District Council could ignore the objections made by local residents and the Parish Council, with little explanation as to why local issues had been over-ruled.

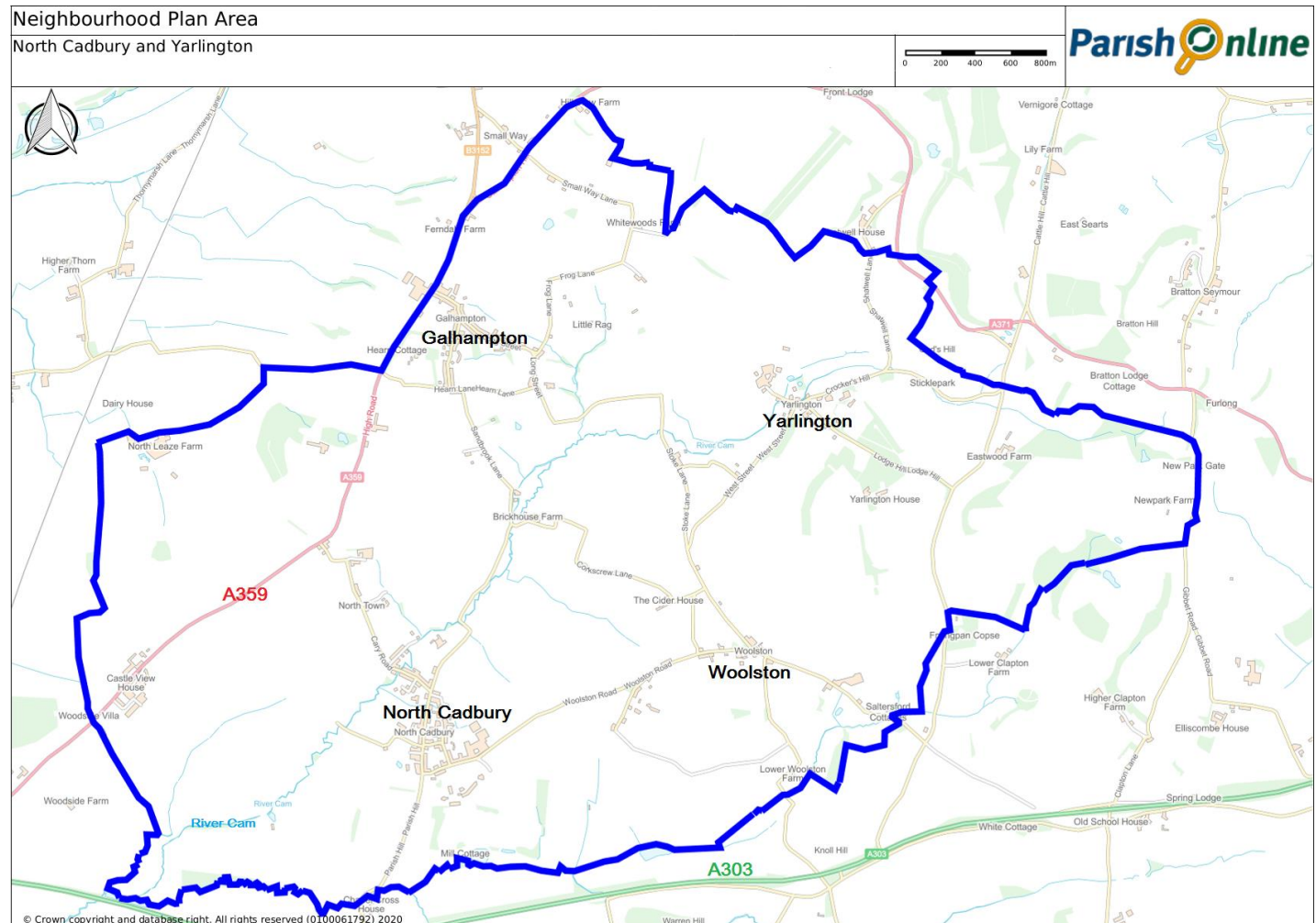
Map 1. North Cadbury and Yarlington Neighbourhood Plan Area

1.2 To have greater influence over what could and should be built, the obvious solution was for the Parish Council to produce a Neighbourhood Plan. This becomes part of the development plan for the area and will have to be taken into account by the District Council when determining planning applications. At the Parish Council meeting on 27th June 2019 the Parish Council decided unanimously to start the process of writing a Neighbourhood Plan.

1.3 The first step was to confirm the Neighbourhood Plan area (the area in which the plan can have an impact). An

application was made to South Somerset District Council for the Parish Council area of North Cadbury and Yarlington to be so designated. This was approved by the District Council in July 2019.

1.4 Work started on this Neighbourhood Plan in the second half of 2019, when a Working Group of local residents was first convened. Jo Witherden (an independent planning consultant with considerable experience in Neighbourhood Plans) was commissioned by the Parish Council to help with this task, with funding from central Government.





WHAT WORK WAS DONE

1.5 The working group was keen that the Plan genuinely reflected the consensus view of local residents from across the area. There have been many opportunities for people to get involved, including:

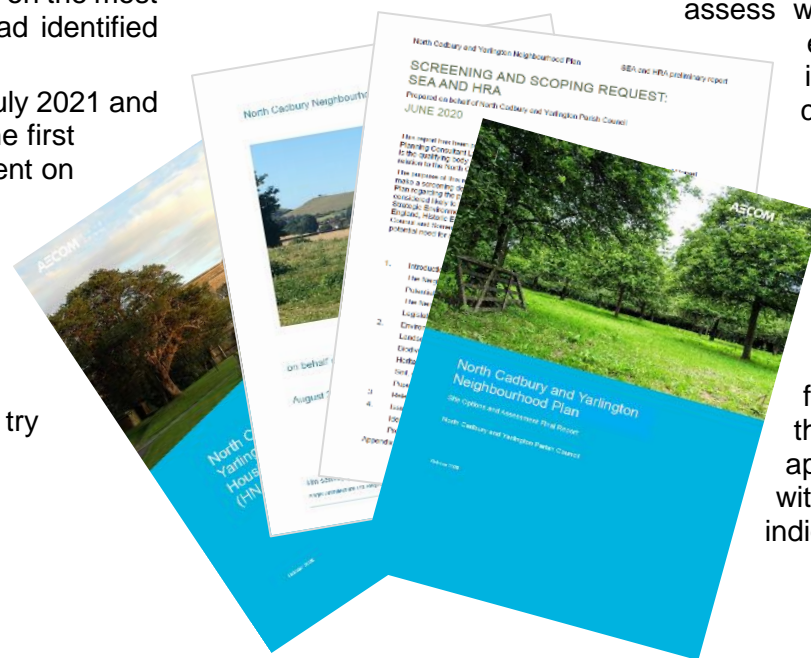
- **Household survey** (distributed February 2020). This survey gathered information on local people’s thoughts about the area, housing and employment needs, work and travel patterns, use of and priorities for community facilities.
- **Call for Sites** (advertised March 2020). This provided an opportunity for local landowners to tell us about the sites that they would like considered for development.
- **Businesses and Community Facilities surveys** (distributed March 2020). Giving local businesses and organisations an opportunity to tell us about their needs and development aspirations for the future, as well as gathering general data on use and local employment.
- **Options consultation** (distributed November 2020 with a supplemental consultation in February 2021). This was a major consultation to update local residents on the findings of the various studies and surveys and seek their views on the most suitable site options and whether we had identified key issues correctly.
- **Draft Plan consultation** (publicised in July 2021 and ran for more than 6 weeks). This was the first opportunity for people to see and comment on the Plan as a whole. The consultation was open to local residents and sent to the statutory consultees. Changes were made as a result.

Throughout the Plan’s preparation the Working Group have used social media, the website, posters, leaflets and newsletters to try to keep everyone in the Parish aware of the progress being made.

1.6 Studies undertaken included:

- **Heritage Assessment** (August 2020, Angel Architecture) – to identify the key features and special interest relating to the four main settlements in the two parishes.
- **Housing Needs Assessment** (October 2020, AECOM) – to better understand the housing needs of the area, particularly the type, size and tenure, and need for affordable and older persons’ housing.
- **Local Green Space and Views Assessments**
- **Site Options Assessment** (July 2021, AECOM) – to independently assess the site options put forward through the call for sites
- **Heritage Impact Assessment** (July 2021, AECOM) – to consider in greater detail the potential heritage impacts of the emerging site options.
- **Strategic Environmental Assessment** (Scoping report undertaken in June 2020, Dorset Planning Consultant Ltd, with full assessment then produced by AECOM for the draft plan, July 2021) – to identify the environmental issues relevant to the area that may need to be considered in determining the likely significant impacts of the Neighbourhood Plan.
- **Habitats Regulations Assessment** (August 2021, AECOM) – to assess whether the draft plan may cause adverse effects on the integrity of internationally important wildlife sites, either in isolation or in combination with other plans and projects.

1.7 Following the Examination of the Plan, the final step is a local referendum (usually limited to the Neighbourhood Plan area). Local residents (who are on the electoral roll) vote on whether the District Council should use the Plan. As long as the majority of those who vote, vote ‘yes’, the Plan is then formally made part of the development plan for the area. This means that, by law, planning applications must be determined in accordance with the Plan, unless material considerations indicate otherwise.





WHO WAS INVOLVED ON THE WORKING GROUP?

1.8 Much of the work underpinning this plan was undertaken by local residents, who freely volunteered their time to help. Working Group members have included:

- | | |
|----------------------|-----------------|
| Alan Bartlett | Malcolm Hunt |
| Alan Brain | Andy Keys-Toyer |
| Bruce Critchley | Michael Martin |
| James Bruce-Gardyne | Brian Morris |
| Tamsin Bruce-Gardyne | John Rundle |
| Susan Cox | Richard Rundle |
| Tim Gilbert | Anna Scott |
| Nigel Humberston | Richard Scott |

1.9 The working group was supported by paid experts from outside the community, primarily Jo Witherden BSc(Hons) DipTP DipUD MRTPI of Dorset Planning Consultant Ltd and AECOM, Locality's appointed consultants who provided additional technical support.

1.10 Thanks also go to Wally Scott for his artwork on the front cover.

HOW THIS PLAN IS STRUCTURED

1.11 There is no set format for a Neighbourhood Plan – the idea being that every plan will cover the issues that are most important to its area. The plan contains a number of policies and projects. The policies set out the 'tests' against which planning applications are considered – and some of the background to these and further explanation is contained in the preceding paragraphs. Sometimes the policies refer to tables or maps which contain the detail of what or which areas are relevant. The projects detail what actions the Parish Council intends to take in relation to issues that have come to light through the making of this plan.

1.12 The Plan itself looks at each of the main topics in turn in chapters 5 - 10 (the topics cover heritage and design; environment; housing; business and employment; community services and facilities; and transport), and then chapters 11 – 14 cover the main settlements in the area (North Cadbury; Galhampton; Yarlington and Woolston). There is some cross-referencing between the settlement-specific and topic-based sections – but we hope that by having settlement-specific chapters this makes understanding the plan easier for local residents.

1.13 At the end of the plan there is a short glossary, a list of supporting documents, a policies map (which attempts to show all of the area-specific policy locations on one map – there are more detailed maps throughout the plan), and various appendices containing some of the more detailed information that underpins the Neighbourhood Plan.

HOW LONG THE PLAN WILL LAST? (THE 'PLAN PERIOD')

1.14 This Plan has been written for the period **2018 – 2033**. This plan period seems a sensible timescale to plan for, looking forward approximately 10 - 15 years (the start date links to the latest monitoring year that we had data for, when we started working on the plan). It should provide a degree of certainty as to the extent of changes that local residents may reasonably expect over that period. However, it is fully expected that it will be reviewed well before the end of the plan period, given that the Local Plan is being updated and that national planning policy may also change in this time.

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Heritage and Design



Environment



Housing



Business and Employment



Community Services and Facilities



Transport





2. A LITTLE BIT ABOUT THE NEIGHBOURHOOD PLAN AREA...

2.1 Before launching into the plan, we have brought together a very brief summary to give a flavour of the area, to those who perhaps do not know it that well...

2.2 The area covers just over 15 square kilometres (about 6 square miles) of South Somerset, in the area north of the A303 and south of Castle Cary (largely bounded by the A359 to the west and A371 to the east). It is a predominantly rural area.



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POPULATION AND EMPLOYMENT

2.3 North Cadbury village is the largest settlement, with just over 210 households. Other settlements include Galhampton (approximately 175 households), Woolston and Yarlington (with approximately 50 households each). At the time of the last Census (2011) there were just over 1,000 residents living in the Plan area in total. The average resident was about 45 years old, working and in good health.

2.4 The area ranks amongst the 40% least deprived in the country (based on the English Indices of Multiple Deprivation), the main issue facing the area being barriers to housing and services (which is likely to be because of the rural nature of the area, and difficulty accessing affordable housing and local services).

2.5 There are a couple of employment estates in the area, the main one being the North Cadbury Business Park on the A359, close to the A303. There is also a small cluster of businesses at the Fir Tree Business Park in Galhampton, and at the various farms and estates operating across the area. Responses from the 2020 household survey indicate that most workers typically commute to work outside the area, although a significant proportion (at least one in five) work from home. Slightly more people work in professional / scientific and agricultural sectors than the district average (based on the 2011 Census) and some of the farmland in the Plan area is amongst the best and most versatile in the country (based on the Government's Agricultural Land Classification Maps).

NATURAL AND BUILT ENVIRONMENT

2.6 The Plan area falls within the Yeovil Scarplands, and is described in that National Character Area profile as a remote, rural landscape comprising a series of broad ridges and steep scarps separating sheltered clay vales, and a largely agricultural (pastoral) character. There are winding rural lanes, bounded by verges and thick hedgerows with frequent mature to veteran trees, connecting villages and hamlets; and a long history of settlement reflected through its archaeology and historic buildings, including its collection of fine manor houses and associated parklands, and a variety of limestones and sandstones from which distinctive building characteristics are derived.

2.7 The River Cam flows through the area, and whilst there are no nationally important wildlife sites within the Plan area, there are a number of priority habitats, such as the traditional orchards (particularly around North Cadbury and Galhampton), areas of deciduous woodland (including some close to Yarlington and North Cadbury), and areas of calcareous grassland and good quality semi-improved grassland.

2.8 There is also an extensive network of public rights of way criss-crossing the Plan area, including the Monarch's Way, the Somerset-based Leland Trail, and the Macmillan Way. Much of the area enjoys particularly dark skies and a general lack of noise pollution, but the southern portion is impacted by the noise from the A303 and lighting levels around the Sparkford junction.



3. THE STRATEGIC PLANNING POLICIES FOR OUR AREA

3.1 The National Planning Policy Framework (NPPF) explains that a core purpose of the planning system is to contribute to the achievement of sustainable development. To this end, plans and decisions should apply a “presumption in favour of sustainable development”, and to positively seek opportunities to meet the development needs of the area.

3.2 It goes on to state that the planning system should be genuinely plan-led – with succinct and up-to-date plans that provide a positive vision for the future of each area; a framework for addressing housing needs and other economic, social and environmental priorities; and a platform for local people to shape their surroundings.

THE ADOPTED LOCAL PLAN

3.3 The South Somerset Local Plan 2006 – 2028 was adopted in 2015. It includes a settlement strategy that focusses new development at Yeovil, with significant growth also planned at Chard, Crewkerne, Wincanton and Ilminster. It does not make any housing or employment land allocations or set any specific targets for any of the settlements in our Neighbourhood Plan area. However Policy SS2 “Development in Rural Settlements” of the Local Plan does apply to this area. This means that the settlements (particularly Galhampton and North Cadbury) are considered suitable for some development, provided that such growth is meeting an identified need, commensurate with the scale and character of the settlement, and generally has the support of the local community. The smaller settlements of Woolston and Yarlington would not be considered suitable for housing development, as they do not have enough key services.



anticipated in mid-2022. Whilst a Neighbourhood Plan is not examined against the policies of an emerging Local Plan, Government guidance makes clear that it is sensible to take into account any emerging evidence and likely policy change, in order to avoid a Neighbourhood Plan becoming out of date early on.

3.5 The Preferred Options draft of the new Local Plan does propose some potentially significant changes to the strategy for our area. It identifies a new ‘tier’ of village in the settlement strategy in Policy SS1, and North Cadbury is listed as one of these. These villages will be expected to make provision for limited development, with some growth expected to take place “adjacent to the existing built settlement”. In contrast, the other settlements of Galhampton, Yarlington and Woolston which do not have many key services are considered to be amongst the least sustainable settlements in the area, where development will be much more restricted.

3.6 Whilst this early draft of the Local Plan does not include an indicative housing target for our area, the District Planners have suggested that a target of about 60 dwellings over a 20-year period (so an average of 3 dwellings per annum), largely focussed on North Cadbury, would be appropriate. The Local Plan is also likely to propose the expansion of the North Cadbury Business Park and take a more flexible approach towards supporting employment in general, at a scale commensurate with the locality.

3.7 Following the decision to create a unitary authority for Somerset in 2023, the existing councils are working closely to scope the content and timescales for a new Local Plan for the single unitary council.

THE LOCAL PLAN REVIEW

3.4 The review of the Local Plan is underway, and a Preferred Options draft was published in the summer of 2019. A revised version is

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4. WHAT THIS PLAN HOPES TO ACHIEVE

4.1 The vision has been derived from consultations with the community and our evidence base.

4.2 Following on from this, we identified a number of objectives under the themes of housing, business and employment, transport, community services and facilities, environment, heritage and design that have shaped the plan and policies.

In 2033 the parishes of North Cadbury and Yarlington will remain a “Jewel of a Place” - safe, thriving, well-connected settlements, each with a unique character, natural environment and sense of community spirit, welcoming residents of all ages and abilities.

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OBJECTIVES

HERITAGE AND DESIGN



- Protect, preserve and enhance the Conservation Areas and historically important buildings and other heritage assets.
- Ensure that the character of the area and the setting of these assets is not compromised by the design, scale or presence of new development, or by the materials used.
- Make a positive contribution to reducing the rate of climate change by promoting and supporting sustainable energy initiatives (integrated with new buildings).

ENVIRONMENT



- Ensure that development is sensitive to the rural setting of the area and does not erode our existing environment and character.
- Protect the green spaces and recreational trails that are valued by local residents and create new ones where possible.
- Protect existing historic trees (some of which may lie outside the Conservation Areas and may need to be identified) and also support the planting of further native trees as part of any development, given their wildlife and climate benefits and how trees can soften the visual impact of development given the rural character of the area.
- Protect people, property and roads from flooding (in particular highlighting any local knowledge of flooding which may not be clear from the flood risk maps).
- Maintain the current good air quality and low levels of pollution – in particular recognising the dark night skies and general tranquillity of the area (away from the A303).

HOUSING

- Provide opportunities for local people to continue living in the area.
- Ensure any housing development provides for a variety of tenures which meet local needs. This should include affordable homes for young families / first time buyers as well as housing suitable for retirement / older age.



BUSINESS AND EMPLOYMENT

- Provide opportunities for local people to work close to home.
- Support local businesses to set up or expand their premises providing services and employment in the community, including through the provision of better broadband.



COMMUNITY SERVICES AND FACILITIES

- Maintain, improve and extend community services and recreational facilities that better meet the needs of local residents of every age and ability, including the services provided from the church, recreation ground, village hall and pub.



TRANSPORT

- Reduce problems associated with on-street parking, especially outside the school.
- Identify and where opportunities arise create new safe routes for walkers, cyclists and horse riders – particularly linking to the various community facilities and utilising the public rights of way network as far as possible.
- Consider how the community can access the local bus service and how the current service might be improved.





5. HERITAGE AND DESIGN

OVERVIEW

5.1 The rural character of the area (the villages, hamlets and surrounding countryside) was the number one reason recorded in our household survey that asked why people choose to live here, and what they enjoy the most about the area. The area is very rich in terms of its history – it is no surprise that it was described as “a little-known jewel of a place” in the television programme “Escape to the Country” in 2017.

5.2 In terms of design, we asked local residents to tell us what they felt had worked well in new buildings, and what designs or layouts should be avoided. From this, we found out that a key issue for local residents was that designs should be in keeping with the character of the area (with quite a few highlighting the use of local materials as key, and avoidance of overly modern-looking designs). Other key concerns were related to the higher densities of recent development (that it was ‘too crammed in’) and linked to this, a lack of green spaces.

5.3 So one of our first tasks was to get a better understanding of the area’s historic character. The heritage appraisal has helped to identify the key historic features and locally important historic buildings in the area’s villages and larger hamlets and complements the more detailed Conservation Area Appraisal that was undertaken for the village of North Cadbury. We also researched the ‘good examples’ of recent development (as identified by local residents) to identify the common design features that have worked well. The household survey also showed that local residents did not want to see large scale / estate developments, as this was not in character with the much more gradual, organic nature of how the area has developed.

5.4 However the design of new buildings does need to take into account their carbon footprint – as many of these buildings (hopefully) may well be around well into the next century, if they are built to last. The Government is already making progress on revised buildings standards so that all new buildings will be fit for the future, using renewable energy sources where practical, to eventually become carbon neutral over time as the electricity grid and heat networks decarbonise.

HERITAGE AND DESIGN OBJECTIVES

- Protect, preserve and enhance the Conservation Areas and historically important buildings and other heritage assets.
- Ensure that the character of the area and the setting of these assets is not compromised by the design, scale or presence of new development, or by the materials used.
- Make a positive contribution to reducing the rate of climate change by promoting and supporting sustainable energy initiatives (integrated with new buildings).



Heritage



IMPORTANT LOCAL HISTORIC FEATURES

5.5 There are about 60 Listed buildings or structures within the Neighbourhood Plan area, two of which are Grade I (Church of St Michael and North Cadbury Court, both on Woolston Road, North Cadbury), and a further four of which are Grade II* (21 Woolston Road in North Cadbury, The Manor House in Galhampton, the Church of St Mary and Yarlington House on Lodge Hill, both in Yarlington). Lower Woolston medieval settlement is designated as a scheduled monument, and there is



significant potential for archaeological finds in the area.¹ There are also two Conservation Areas, one covering much of North Cadbury village and the other covering Woolston. The Community Plan identified the potential to consider whether a further Conservation Area should be designated at Yarlington.

5.6 The area also has a significant archaeological resource reflecting its rich historic environment and historic evolution. As part of the planning validation process, South Somerset District Council requires an Archaeological Assessment for developments in “areas of high archaeological potential” including for householder applications. Areas of High Archaeological Potential (AHAP) for the two settlements of North Cadbury and Yarlington were included in the previous Local Plan 1991-2011 (these are reproduced in Appendix 1), and the web-based version of the county’s Historic Environment Record (which is updated as and when new archaeological information comes to light) indicates much more widespread features of archaeological interest, particularly in relation to Yarlington and Woolston, that would not be captured by limiting this policy to the AHAP areas.

5.7 The heritage appraisal has helped to identify the key historic features of the various villages, including important local buildings that are not currently designated but should be considered as important local heritage assets. These are described in the relevant chapters later on in this plan, and the Parish Council will liaise with the District Council to ask that these are formally added to their Local List.

REINFORCING CHARACTER THROUGH DESIGN

5.8 The heritage appraisal has also helped to identify the typical street layouts, buildings styles and materials used within the various villages and hamlets and underpins some of the settlement-specific design policies in the relevant chapters later on in this plan.

5.9 Our research on the ‘good examples’, where new buildings have worked well in terms of their contribution and integration with their surroundings, is summarised in Appendix 2. This identifies a number of



common themes which we have used to devise the policy on general design. These include:

- range and mixture of property types and sizes, providing variety within the overall form (including the rooflines)
- generally modest size of buildings, appropriate to their location and context
- positive relationship with the main streets
- simple palette of materials leaning on those that are natural and traditional to the area – stone, timber, limited brick, clay and slate roofing (whilst reconstituted stone or brick was widely used in the latter

¹ large parts of North Cadbury and Yarlington are recognised as an ‘area of high archaeological potential’ in the Local Plan maps and further information on archaeological finds is available from the Somerset Historic Environment

Record, together with historic landscape characterisation <https://www.somersetheritage.org.uk/#>



North Cadbury and Yarlington Neighbourhood Plan

part of the 20th century, this is no longer considered appropriate for new developments)

- careful consideration of parking areas
- careful consideration of impacts on neighbouring development
- use of landscaping to soften the developments, including hedgerows.

5.10 The general layout of new development should reflect the predominantly linear street layout and use of farmstead clusters, and variation in plot sizes, shape and orientation found throughout the area.

5.11 Off-road parking provision will need to be made for cars (given the rural nature of the area and car ownership levels), but should not dominate the street scene. This is covered further in section 10 on transport.

BUILDINGS FIT FOR THE FUTURE

5.12 South Somerset District Council declared a Climate Emergency in May 2019. The latest version of the South Somerset Council Plan seeks to “achieve a significant reduction in emissions across the geography of South Somerset to support resilient communities” – also mirrored in their Environment Strategy. This includes projects from supporting the transition to electric vehicles to increasing tree coverage across the district.

5.13 The Government is introducing the Future Home Standard, which means that from 2025, all new homes should be built to be zero-carbon ready, so that no further energy efficiency retrofit work will be necessary to enable them to become zero-carbon as the electricity grid continues to decarbonise. The Government also intends to introduce an interim uplift in Building Regulations later this year (2021) to increase the installation of low carbon heating options in new homes from June 2022.

5.14 Many of the changes that may be introduced will not necessarily impact on the external design of buildings – such as the thermal efficiency of materials and insulation used, and the use of smart technology. However the use of photo-voltaic and solar panels on roofs, and other add-ons such as air heat pumps which would impact on a building’s appearance, are likely to be more commonly used.



PRACTICAL GARDEN SIZES

5.15 Linked to both of the above points, further work was done to look at the typical garden sizes within the area, as these have a bearing on both the presence of trees and greenery within the settlements and the health and well-being of its residents (which has been particularly brought to the fore in light of the Covid-19 pandemic when much of the population spent months in ‘lock-down’ within their homes and gardens).

5.16 Within the Plan area plot sizes vary considerably, generally ranging from 300 to 1,500 square metres. However there were some very small plots of around 50 – 60 square metres where the space left for gardens was extremely limited (15 – 20 square metres) which were considered to be far less practical. As a result the overall density of development within the different settlements varies considerably, although on average it generally ranges between 11 – 17 dwellings per hectare.



5.17 Wider research on planning guidance elsewhere in the country² suggests that a minimum garden size of 50 – 60 square metres, with more space (60 - 100 square metres) for family homes, and a minimum garden depth of around 10 - 11m, is generally considered reasonable to provide sufficient private amenity space and avoid excessive overlooking. Furthermore, given the importance of trees to wildlife, local character and our climate, it is important to have enough space to allow trees to be planted and for these to grow to maturity. A good rule of thumb is to plant any tree at least one and a half times further away from the house and any other structures than its expected maximum height (so if your tree's maximum height is 8 metres, plant it 12 metres away from the house).

5.18 Given the above, developers are encouraged to consider:

- the scope to vary the plot size and coverage as part of the design process;
- the importance of including space for trees on the character of the area;
- the practicality of the proposed private amenity space, whether it can still benefit from both afternoon sun and shade, and allow for some degree of privacy, and the likely needs of future occupants for garden space.
- the potential for extensions to the property (and nearby properties) under permitted development rights that could further reduce the amount or usefulness of the garden space.

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GENERAL HERITAGE AND DESIGN POLICIES

POLICY 1. THE AREA'S RICH HERITAGE

In addition to the protection given to the Conservation Area and the many designated Listed buildings, the Locally Important Buildings, as described in Appendix 5 and identified on the Policies Map, should be specifically protected as non-designated heritage assets in line with National Planning Policy.

In recognition of North Cadbury's rich archaeological resources of

North Cadbury and Yarlington, development proposals within the Areas of High Archaeological Potential (see new Appendix 1) or that are likely to have an impact on a heritage asset of archaeological interest identified on the Historic Environment Record will be required to provide an archaeological assessment where appropriate.

POLICY 2. CHARACTER AND DESIGN GUIDANCE

New development should respond to the area's local character and history to reinforce the sense of place, and create places that are safe, inclusive and have a high standard of amenity.

The layout of development should respect the predominantly linear street layout of the settlements in the area (and strong presence of historic farmsteads), and include a range of plot sizes, shapes and orientation that respect local character and ensure that gardens and living areas within people's homes have a reasonable degree of privacy. Comparatively high-density developments (in excess of 20dph) should be avoided unless it is clear that this would not adversely impact on local character or residential amenity.

A mix of building styles, types and designs is encouraged. Obvious repetition (other than in one-off terraces or pairs of cottages) and the repetitive use of similar plots or building types in an area should be avoided.

Building heights should generally vary between one and two storeys, with subtle (but not excessive) variation in the pitch and roofline between adjoining buildings, extensions and property subdivisions. Grander buildings should be limited to those required for community use or the principal building within a major land holding.

The use of local building materials (walls, roofs, boundary and surface treatments) is supported. If alternative, more sustainable, materials are proposed, these must complement the traditional materials in the vicinity. The use of reconstituted stone or brick,

² Examples include Section 2 of Basingstoke and Deane's supplementary guidance (<https://www.basingstoke.gov.uk/content/doclib/634.pdf>) and section 6 of Newcastle-Under-Lyme's supplementary guidance (<https://www.newcastle-> Page 13

staffs.gov.uk/sites/default/files/IMCE/Planning/Planning_Policy/NonLocal/Space%20About%20Dwellings%20SPG.pdf



as used in the latter part of the 20th century, would be inappropriate unless in use on the main building.

Parking provision, bin stores, meter boxes and similar utility requirements should be clearly shown on the planning application drawings and located and designed to avoid being prominent in the streetscene.

POLICY 3. BUILDINGS FIT FOR THE FUTURE

Developments should provide adequate internal space that can be used for working from home and/or designs that allow easy reconfiguration / re-modelling internally.

The sensitive inclusion of renewable energy and other measures to minimise the carbon footprint of the development and provide climate change mitigation and adequate adaption measures will be supported, provided the resulting building would not have a detrimental impact on the local character of the area.

Applicants are encouraged to submit a sustainability statement



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detailing the sustainable design and construction measures that have been included within the proposal.

POLICY 4. PRACTICAL GARDEN SIZES

Garden areas should be of sufficient size to meet occupiers' needs (for drying space, storage for bins, cycles and gardening equipment, with space for sitting out and, in respect of family homes, space for children to play).

The depth of all rear gardens should ensure that suitable levels of privacy are maintained, and that sufficient space would enable tree or shrub planting, where appropriate and practicable.

PROJECT 1. LOCALLY IMPORTANT BUILDINGS

The Parish Council will request the District Council designate the Locally Important Buildings as Locally Listed Buildings.



Referendum Version, September 2022



6. ENVIRONMENT

OVERVIEW

6.1 The protection of the environment that we live in is a top priority for this Neighbourhood Plan, given the rural character of the area, and the area's general peace and tranquillity, were key reasons why people move to this area and stay here.

6.2 The main environmental concerns relate to flood risk (mostly associated with the River Cam and its tributaries and the ditches that direct surface water flooding off the higher land) and to the potential impact from phosphates entering into the river system (such as from the wastewater from people's homes and from farming practices using fertilisers and livestock), that eventually discharges into Somerset Levels and Moors internationally important wildlife site (so harming this freshwater habitat). Road noise (most notably from the A303 trunk road, but also from the A359) is also having an impact on the tranquillity of the area in some parts of the Plan area.

ENVIRONMENT OBJECTIVES

- Ensure that development is sensitive to the rural setting of the area and does not erode our existing environment and character.
- Protect the green spaces and recreational trails that are valued by local residents and create new ones where possible.
- Protect existing historic trees (some of which may lie outside the Conservation Areas and may need to be identified) and support the planting of further native trees as part of any development, given their wildlife and climate benefits and how trees can soften the visual impact of development given the rural character of the area.
- Protect people, property and roads from flooding (in particular highlighting any local knowledge of flooding which may not be clear from the flood risk maps).



→ Maintain the current good air quality and low levels of pollution – in particular recognising the dark night skies and general tranquillity of the area (away from the A303).

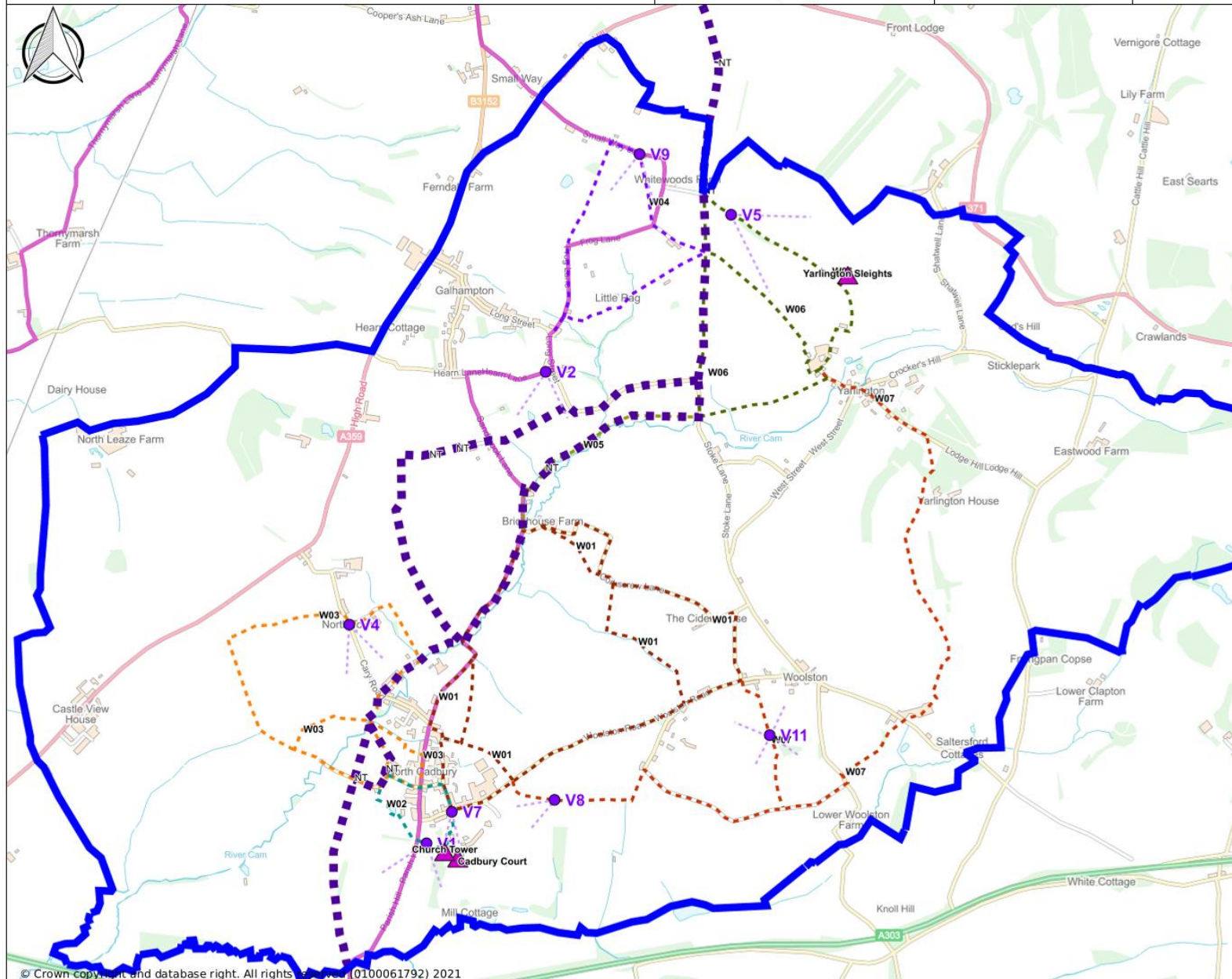
THE AREA'S RURAL CHARACTER

6.3 There are a number of landscape features within the Plan area that have been identified through a review of the published national and local character area assessments and local knowledge confirmed through the household survey. These are reflected in the general policy on rural character at the end of this chapter.



ACCESS TO THE COUNTRYSIDE, IMPORTANT VIEWS AND SPACES

6.4 The area has a wealth of footpaths and bridleways – there are over 100 public rights of way criss-crossing the two parishes, and three national trails (the Macmillan Way, Leland Trail and Monarch's Way). These are well-used by local residents as well as visitors to the area, providing access to the countryside and its associated health and well-being benefits. The 2017 community survey showed that most residents (over 80% of those responding to the survey) used the public footpaths in the area, and we have identified a number of recreational circuits which are particularly well used (as described in Table 1 and shown on Map 2) and also coincide with a number of particularly well-liked views. The Parish Council is also promoting other circular walks that are perhaps less well used at present but may become more so over time, including several around Galhampton where there are many footpaths close to the village.

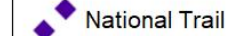


Neighbourhood Plan Area



Quiet lanes and key PRowS

- W01
- W02
- W03
- W04
- W05
- W06
- W07



Sustrans cycle route (Route 26)

Key Landmark



Viewpoints



Some key landmarks (e.g. Cadbury Castle and Glastonbury Tor) are outside of the Neighbourhood Plan area.



Table 1. Important Local Walking Routes

National Trails

The **Monarch's Way** is the route from Worcester taken by King Charles II in 1651, during his escape after defeat by Cromwell in the final Civil Wars battle. The **Leland Trail** runs from Alfred's Tower on the Stourhead Estate at Pen Selwood to Ham Hill Country Park and is one of many walks made and described by John Leland as Keeper of the King's libraries, the royal librarian to Henry VIII in 1543. The **Macmillan Way**, used to raise funds for Macmillan Cancer Support, follows bridleways and footpaths from Boston in Lincolnshire to Abbotsbury in Dorset. All three follow similar but not identical routes, from south to north across the Plan area.

W01 Corkscrew Lane / Woolston Road circuit

A 4km circular walk along relatively quiet roads, well used by dog walkers etc. Alternative off-road shorter links with a few stiles lead across open farmland and through a small copse via WN19/43, 19/66, 19/84 & 85 and WN 19/96 19/107, but are not as suitable for all users.

W02 Glebe Field / Ridgeway Lane circuit, North Cadbury

This walk, which crosses Glebe Field to the west of the Parish Church, gives spectacular views, including to the North Dorset Downs and Cadbury Castle (to the south), and the Levels (to the west). It is easily accessed from the centre of the village, with an attractive short circular walk (1.2km) via Ridgeway Lane and the High Street.

W03 Ridgeway Lane / Lower North Town / Brookhampton circuit, North Cadbury

Ridgeway Lane leads from the centre of the village, steeply down to farmland on the flood plain of the River Cam, and is a great favourite for village walkers as part of a circular walk joining with WN19/108, and avoiding traffic on the Cary Road by using Lower North Town Lane / Mitchells Row. The walks off Ridgeway Lane are some of the most frequented in the Plan area, particularly the three which cross 'Clare Field', WN19/74, 75 & 69, which has a very rural, open character with views of hills to the south, and interest created by crossing bridges and gates through hedgerows.

W04: Frog Lane Circuit, Galhampton

A particularly popular walk of about 2½ km in length, known as the Frog Lane circuit, climbs up to Small Way Lane where there is a good view over farmland (where a bench has been placed at the top). It is also possible to lengthen the walk joining up with the national trails which run along the historic sunken lane (Hicks Lane).

W05: West of Yarlington

This route links W01 and W06, and follows the River Cam from an ancient stone bridge in North Cadbury to its source in Yarlington at a medieval, ecclesiastical, site of meat (fish) ponds, now largely swampy ground. It runs partly along the national trails, where the stream cuts quite a deep channel in places and is very attractive as it flows between wooded banks.

W06: Yarlington Sleights

This restricted byway provides a very attractive walk, especially in Spring when the snowdrops followed by bluebells are in bloom. It is a very old track, hedged and opening onto farmland at the eastern end. The Sleights are the hills which form the backdrop to the walk. This is extended into a circular loop by returning along the national trails and then heading east from just north of Yarlington Mill Farm across to fields following the River Cam back to Yarlington.

W07: South of Yarlington

This route can be started at the car park shared by the pub and church. It proceeds up the steep Crockers Hill. Just beyond Parsonage Farm takes the footpath south east, then down Lodge Hill, to turn left over a stile via footpath WN31/7 into a sheltered meadow basin surrounded by mature woodland. The path climbs up to higher ground keeping Yarlington House to the east, where there are views across open farmland either side east and west. It then descends and continues to Lower Woolston following a bridleway, returning back to meet the Woolston Road and heading west into the village of North Cadbury or joining up with the Corkscrew Lane / Woolston Road circuit (W01).



Map 3. The varied topography across the Neighbourhood Plan Area

6.5 The Ramblers are looking to identify “missing” footpaths which were historically present but no longer shown on the definitive rights of way map and have identified a number of potential paths in our area that could be added before the ‘cut-off’ date in 2026³. They will look to prioritise those which could bring the most benefit to the network, and there will be further consultation on these routes, including discussions with the relevant landowners.

6.6 The main opportunities for cycling are on the rural lanes - whilst cyclists have the right to use bridleways (subject to giving way to other users), these are generally fewer and less well suited to most cyclists. There is a Sustrans on-road route (Route 26) from Castle Cary that runs through the parish linking to the national cycle network at South Cadbury.

6.7 It is clear from our consultations that access to the countryside is very important, and something that residents feel strongly should be preserved. Maintenance and better signage of the existing routes was therefore seen as a priority by many, with a preference for gates (over stiles) to help ensure that those less able to climb over stiles can still enjoy access to the countryside walks.

6.8 The landscape and topography mean that, a number of footpaths enjoy fantastic views, both panoramic landscapes across open farmland, and focusing on specific features and landmarks such as the church towers and manors, and features such as Yarlington Sleights and Cadbury Castle hillfort.

6.9 Conversely, some routes, such as Hick’s Lane running north from Stoke Lane, in the area between Galhampton and Yarlington, and



Ridgeway Lane which heads west from North Cadbury, run along characteristic sunken lanes or holloways.

6.10 It is important that the impact on the enjoyment of the countryside, from the public rights of way and the views that can be seen from the trails and rural lanes, is considered in planning decisions. Large-scale and otherwise obtrusive developments can detract from the character of the countryside. For example, North Cadbury Business Park on the High Road is in a comparatively elevated position, which means that particular care is needed with the design, materials and landscaping used so as to

³ <https://dontloseyourway.ramblers.org.uk/>



ensure that the estate is not unduly prominent. Similarly, poorly sited buildings and even landscaping can block existing views that are enjoyed.

6.11 National planning policy makes clear that planning should “protect and enhance public rights of way and access, including taking opportunities to provide better facilities for users, for example by adding links to existing rights of way networks including National Trails.” Our policies look to build on this general protection.

6.12 National planning policy also allows for green spaces that are well related to existing settlements and hold a particular local value and significance (for example due to their landscape, recreation or historic / cultural interest) to be designated as “Local Green Spaces”. This designation provides strong protection against development, that should last well beyond the Neighbourhood Plan period. It can be applied to land that is local in character and well-related to a settlement (so is not appropriate for extensive areas of countryside) and should avoid protecting land that may need to be developed in the longer term. As these spaces may be in private ownership, it is important to understand that



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designation does not convey any new public access rights or management responsibilities – but is a planning tool to prevent unwanted development from happening. As these spaces are local in character and relate to different settlements, they are included in the relevant chapters later on in this plan.

WILDLIFE AREAS AND IMPORTANT HABITATS

6.13 There are a number of local wildlife sites within the area recorded by the Somerset Environmental Records Centre. The sites are listed in Appendix 3 and include area of parkland (associated with Cadbury Court

and Yarlington House), areas of ancient and semi-natural broadleaved woodland, and areas of unimproved and semi-improved calcareous grassland. However biodiversity is not limited to these designated sites. For example, there are also areas of bluebell woodland within the parish and many traditional orchards, which whilst not specifically designated are a priority habitat for protection within the UK.

6.14 Protected species within and on the parish boundaries are much more widespread. Those that have been recorded in the last 10 years by Somerset Environmental Records Centre include badgers, otters, various species of bat (Lesser Horseshoe, Noctule, Pipistrelle (Common and Soprano), Serotine), barn owls, buzzards, kestrel, red kite, and other breeding birds. These records have been supplemented by sightings noted by local residents submitted to the Neighbourhood Plan Group, who have also identified kingfishers, tawny owls and great crested newts.

6.15 It is therefore critical to consider how wildlife may be affected by development. Some wildlife species are dependent on the local watercourses and streamside vegetation. Native hedgerows also provide important wildlife corridors and habitats, including for bats and bird species, together with mature trees and woodlands. Unimproved grasslands are important for invertebrate including many species of butterfly and moth, as well as reptiles. Great crested newts are particularly associated with ponds (of which there are many in the area) but spend a significant amount of their time out of water (the terrestrial phase of their annual lifecycle) and can disperse to colonise sites up to 1km distance from their breeding pond. It is important that we not only protect species but ensure that they have sufficient habitats, which are suitably linked, to allow them to prosper.

6.16 The Local Planning Authority require applicants to submit a biodiversity checklist (and potentially a full ecological survey) if works are proposed which may affect protected species or habitats. In particular this looks to assess whether the development may have an impact on the following, which would require further surveys / assessment:

- unimproved grassland (i.e. old flower-rich meadows);
- orchards;
- areas of woodland, scrub or field boundary hedgerows ;
- old / veteran / mature trees (with cavities / cracks or a girth greater than 1m at chest height) – including those within 50m of the site;



- ponds, lakes, rivers, streams or water filled ditches including on the land within 500m and linked by habitat (or 250m for minor development);
- rough grassland, mature/overgrown gardens and/or allotments;
- building structures where birds or bats may be present.

SOMERSET LEVELS AND MOORS RAMSAR SITE

6.17 In August 2020 Natural England wrote to all Local Planning Authorities whose area lay within the drainage basin of the Somerset Levels and Moors Ramsar Site to alert them to the site's declining condition which is believed to be caused by excessive phosphates and associated eutrophication (where the nutrients cause excessive growth of plant life such as algae and duckweed). This has significant implications for developments that could further add to this decline, given the legal requirements to protect such internationally important wildlife sites.

6.18 South Somerset District Council is working with Natural England and the other Local Planning Authorities to ensure that development can proceed if the proposed development can be shown to be phosphate neutral, including any identified mitigation that would need to be secured. They have developed an on-line tool to calculate the net phosphate loading from developments, and which takes into account the current land use, the amount of greenspace / gardens / allotments included in the development (as this can help reduce nutrient run-off), and potential measures to off-set the net increase in phosphorus levels. This should be used for all new residential and tourist accommodation, with the results submitted as part of the planning application.

6.19 Phosphorus mitigation must be achieved in perpetuity and can be done individually or strategically through measures such as:

- Improvements to phosphorus removal efficiency in the wastewater treatment works (in agreement with Wessex Water);
- Solutions that deliver new wetlands, to treat effluent from the development, or to remove an equivalent amount of phosphorous from agricultural runoff that would otherwise enter the catchment;
- Permanently changing parcels of agricultural land towards natural habitat types (e.g. woodland, saltmarsh, grassland).

6.20 This Neighbourhood Plan does not attempt to specify the details of mitigation to be delivered, as this is more appropriately decided through the planning application process. Nonetheless, calculations have been undertaken to support the Neighbourhood Plan (as part of the Habitats Regulations Assessment) which has identified that a wetland of 2.53ha to treat runoff from surrounding farmland would be sufficient to offset the phosphorus that would be contributed to the catchment from the site allocations in the plan. Examination of site topography, and surface water flow directions and dominant flow pathways confirms that suitable land is available for such a wetland within the wider land holding of the landowners of the main site allocations.

6.21 Natural England has advised that, in light of the unfavourable condition of the Somerset Levels and Moors Ramsar Site, before determining a planning application that may give rise to additional phosphates within the Ramsar Site catchment, competent authorities (the local planning authority) should undertake a Habitats Regulations Assessment (HRA). This is to ensure mitigation measures are in place to address nutrient neutrality so the local planning authority is satisfied that the requirements of the Conservation of Species and Habitats Regulations 2017 (as amended) are met.

FLOOD RISK

6.22 Whilst much of the area is not at risk from flooding, we do know that climate change is likely to increase the number of extreme weather events and associated flooding. Some incidents of flooding have primarily been as a result of poorly maintained pipes and drainage systems, such as reported in the Parish Council Highways Report November 2020, where highway flooding was caused through blocked drains and culverts.

Government policy is now quite clear that new development should avoid areas at risk of flooding, whatever the source of flood risk. Development should not be allocated or permitted if there are reasonably available sites appropriate for the proposed development in areas with a lower risk of flooding. The Government's long term flood risk maps that show both river and surface water flooding (as opposed to the flood zone map for planning which focuses only on flooding from rivers) are available on <https://flood-warning-information.service.gov.uk/long-term-flood-risk/map>.

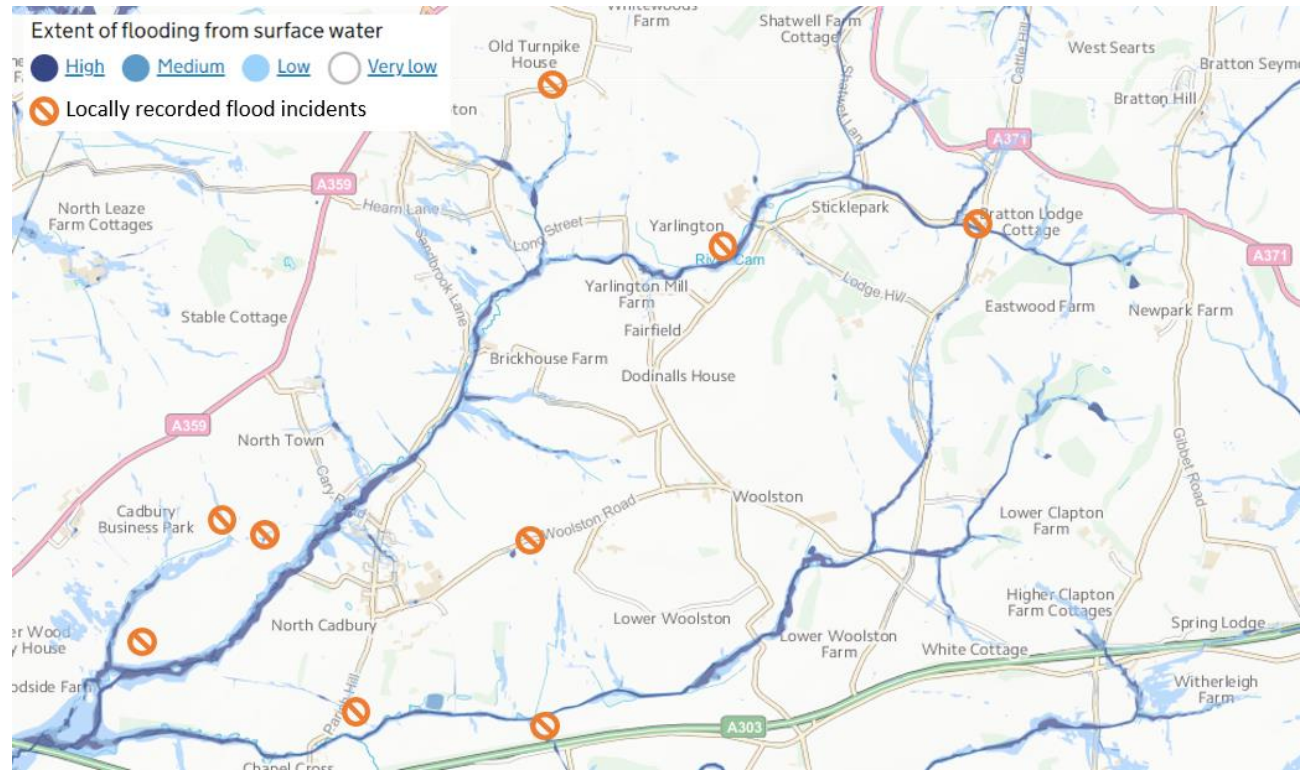


Map 4. Surface water flood risk information and local incidents

6.23 Given the greater propensity for surface water flooding in the area, it is this map that should be referred to by applicants and decisions makers in determining whether a flood risk assessment is required, and advice sought from the Parish Council regarding more recent incidences of localised flooding and drainage problems (as these may not yet be shown on the maps). Known incidences in recent years include:

- flooding to the north side of the allotments in North Cadbury, along Ridgeway Lane and either side of the farm track that connects to Cary Road (public footpath WN 19/106);
- flooding along Woolston Road, in the area just eastward of where public footpath WN 19/60 meets the road;
- flooding along Frog Lane north of Galhampton, between Marylands Farm and Land Orchard Cottage;
- run-off down Lodge Hill (mainly to the south side) and off the Sleights in Yarlington, and on farmland to the west side of the village;
- flooding by Rose Cottage at the junction of Ferngrove Lane with Woolston Road, and also on the stretch of Woolston Road between Woolston and North Cadbury.

6.24 Wessex Water is responsible for the drain / sewer system in the area, and is keen to ensure that surface water flows are not connected to the foul water network as this can increase the risk of sewer flooding and pollution. New development proposals should use sustainable drainage systems (SuDS) to manage flood risk, improve water quality and provide biodiversity and amenity benefits.



GENERAL ENVIRONMENT POLICIES

POLICY 5. THE AREA'S RURAL CHARACTER

Development should respect and, where practicable, enhance local landscape character, including the retention and reinforcement of the following key characteristics:

- General tranquillity (away from the A303 corridor)
- Winding lanes, with traditional fingerpost signs and no street lighting, old drove roads and sunken lanes (Holloways)
- Particularly dark night skies
- Hedgerows demarcating field boundaries.
- Mature oaks and other ancient trees (particularly along roadsides and stream corridors)
- Presence of the River Cam with its associated riverside



- vegetation and small stone bridges / crossing points
- Small historic apple orchards in and around settlements
- Scattered farmsteads and hamlets in the wider countryside, with buildings reflecting agricultural use, and primarily of local building stone, with clay tiles or thatch roofs – new buildings should not diminish the undeveloped gaps between the main villages or appear prominent in the landscape.

POLICY 6. RECREATIONAL ROUTES AND VIEWS

Development should retain the rural character of the lanes and tracks around the villages and hamlets and into the countryside, protecting and enhancing public rights of way and access, with particular regard given to the three main recreational trails (the Macmillan Way, Leland Trail and Monarch's Way), the Sustrans on-road route from Castle Cary linking to the national cycle network, and the popular routes listed in Table 1 and shown on the Policies Map. Development that would significantly detract from the active use and enjoyment of these routes by walkers, cyclists and horse-riders will not be supported.

The scale, design and layout of development (including any landscaping) should minimise adverse impacts on publicly accessible views over open countryside and towards key landmarks (such as the local church towers, Cadbury Court, Cadbury Castle, Yarlington Sleights as well as distant views of Glastonbury Tor) and should preserve and enhance such views where possible. Particularly iconic views noted as part of the evidence gathering for this Neighbourhood Plan are listed in Tables 4 (North Cadbury), 7 (Galhampton), 10 (Yarlington) and 13 (Woolston) and shown on the Policies Map.

Projects that will improve recreational access to the countryside for walking and/or horse-riding will be supported.

POLICY 7. PROTECTING LOCAL WILDLIFE

Development should protect and, wherever practicable, enhance biodiversity, starting with a thorough understanding of the existing wildlife areas and corridors (such as existing field hedgerow

boundaries and streams) that are in the vicinity of the site, and the wildlife that may be affected by the development (this can be demonstrated through the submission of a completed biodiversity checklist and any necessary supporting ecology surveys). In line with national policy, a net gain in biodiversity will be sought. In general, it is expected that:

- Existing site features that support wildlife are retained (or if there are over-riding reasons for their removal, then compensatory measures should be incorporated within or adjoining the site);
- New buildings and alterations to existing buildings should incorporate provision for wildlife such as bird / bat boxes and bee bricks;
- Landscaping schemes should be designed to support wildlife movement / foraging through the provision of native hedgerow and tree planting, the creation of wildlife ponds where the topography and soil / geology allows, and the use of wildflower planting in areas of open space.

Ongoing management and the use of external lighting schemes may need to be controlled through suitably worded conditions to ensure that biodiversity measures remain effective.

POLICY 8. FLOOD RISK

New development or intensification of existing vulnerable uses should avoid flood risk from all sources and must incorporate a viable and deliverable drainage system to manage surface water runoff. Measures should be based on sustainable drainage systems (SuDS) and make an allowance for the likely effects of climate change on increased flood risk. Existing drainage infrastructure must not be adversely affected by development.

PROJECT 2. PUBLIC RIGHTS OF WAY NETWORK

The Parish Council will work with local residents and landowners to ensure the maintenance and, where possible, improvement of public footpaths and bridleways within the two Parishes, including the identification and registration of historic routes.



7. HOUSING

OVERVIEW

7.1 North Cadbury is no different from most other places in the UK, which have seen an increase in their population and housing needs over many years. Looking back 100 years, the 1921 Census data⁴ records about 220 houses in this area, providing homes for a population of around 820 people. A century later, the number of homes has more than doubled to around 500 dwellings, and there are over 1,070 people living here. This level of change is not unusual. Most places change over the course of time as people move into or out of an area, and development takes place responding to demand and opportunities.

7.2 Whilst a small number of people don't want to see any change at all, most parishioners feel that a limited amount of development is needed and could be a good thing. A slight increase in the local population would help support local services and having the right mix of homes can help ensure that we continue to have a healthy mix of local people and incomers who make the place a positive, well-balanced community.

7.3 The adopted and emerging Local Plan policies specifically mention limiting development to that which meets an identified local housing need, particularly for affordable housing. Whilst a definitive housing target has not been included in the adopted Local Plan, South Somerset District Council have advised us that it would be appropriate to aim for about 60 new dwellings over a 20-year period (or a pro-rata equivalent based on 3 dwellings a year), taking into account any dwellings that already have consent. This does not appear unreasonable given past rates of development⁵ and pro-rata equivalent of the district-wide housing target⁶. This level of development was also broadly acceptable to local residents according to the household survey.

⁴ <http://www.visionofbritain.org.uk/place/17483>

⁵ over the 12 years from 2008 – 2020 South Somerset District Council recorded 36 dwellings completed, equating to an annual build rate of 3.0 dwellings per annum.

⁶ Applying the District total pro-rata to the village of North Cadbury (as the most sustainable settlement where the spatial strategy focuses development) would

7.4 This section of the Plan therefore looks specifically at the amount and distribution of housing that should be built over the plan period to 2033, and guidance on the type of housing that is needed, to make sure that what is built caters for local needs.

HOUSING OBJECTIVES

- Provide opportunities for local people to continue living in the local area.
- Ensure any housing development provides for a variety of tenures which meet local needs. This should include affordable homes for young families / first time buyers as well as housing suitable for retirement / older age.



Housing



suggest an annual requirement of between 2 and 3 dwellings: North Cadbury population = 638; South Somerset population = 161,243 (Census 2011); pro-rata proportion of district housing need annual quota of 690 dwellings per annum (Indicative Local Housing Need as calculated August 2021) = $690 \times 638 / 161,243 = 2.7$ dwellings per annum



HOUSING NEED

7.5 Our evidence on local housing need⁷ found:

- There aren't many affordable rented homes in this area (such as those managed by a Housing Association), particularly with 1 or 2 bedrooms. If more were available, these might be used by younger adults looking to move out of their parent's home but stay in the area.
- The area has comparatively few smaller (1 – 3 bedroom) homes available for sale – which although not officially 'affordable' are likely to be more affordable to those who may be looking to buy for the first or second time. There is also a clear ongoing need for low-cost affordable home ownership options – particularly shared ownership – that could go to local people to help them get onto the housing ladder.
- We don't have any local care provision so at the moment our older residents who need that type of care accommodation have to move away.
- Whilst it is difficult to estimate exactly how many more affordable homes may be needed over the next 10 – 15 years, at the start of the plan period there were 3 households on the South Somerset affordable housing register, and 8 households responding to our household survey said that they would be looking for an affordable home in the next 5 – 10 years.

7.6 The proposed housing target for the area is **45 dwellings for the period 2018 – 2033**, for which a potential supply of 61 homes is identified (this 'buffer' ensures that the target should be met).

OUR HOUSING TARGET

7.7 National Planning Policy suggests that larger sites of 0.5 hectares or greater can be required to provide affordable housing, unless brought forward as a rural exception site specifically for affordable housing. A recent change (May 2021) also made clear that a minimum of 25% of all affordable housing units should be First Homes⁸. It therefore makes sense that these larger sites should provide a mix of house types where feasible, with at least 35% of the homes provided as affordable housing (in line with the adopted Local Plan, unless an "open book" approach demonstrates that this would not be viable, and potentially more with landowner agreement), and delivering some First Homes as part of the affordable housing mix.

HOUSING SUPPLY

7.8 At the time of drafting this Plan, there was an approved housing supply of 27 homes, based on extant planning consents (see Appendix 3). This leaves us with a need to find locations for a further 18 dwellings over the Plan period, in order to be confident that the housing target can be met.

7.9 Historically there has been an ongoing supply of housing from barn conversions and other rural buildings (including agricultural workers' dwellings). It is expected that this supply of sites is likely to continue. This does not mean that all buildings in the countryside will be suitable for conversion – such buildings should be of an appropriate scale and readily capable of conversion without substantial rebuilding (so should not for example require the construction of such large areas of walls, entire replacement of the roof etc such as may be required to convert a pole barn). Given the historic importance of traditional farm buildings and their contribution to local character, as well as the embodied carbon within existing structures, conversion will generally be preferable to re-building.

⁷ Based on the Affordable Housing Register data, the 2020 Household Survey information and supplemented by the North Cadbury and Yarlinton Housing Needs Assessment by, AECOM, October 2020 which considered historic trends, 2011 Census and affordability data

⁸ <https://www.gov.uk/guidance/first-homes#first-homes-definition-and-eligibility-requirements> - First Homes are a specific kind of discounted market sale housing which: must be discounted by a minimum of 30% against the market

value and be priced at no higher than £250,000 (after the discount has been applied); will continue to have the discount (as a percentage of current market value) and eligibility restrictions passed on at each subsequent sale; and can only be sold to a person or persons meeting the First Homes eligibility criteria (i.e. a first-time buyer with an annual household income not exceeding £80,000).



7.10 As part of our site allocations we have identified opportunities for 3 sites to yield a further 6 dwellings through barn conversions or their replacement. Historic trends would suggest that there could be other similar opportunities, which we will continue to monitor.

7.11 We have also included two larger site allocations to meet our local housing needs. These two sites are located at the village of North Cadbury. This is because the Local Plan's strategy is to concentrate development in what it considers to be the most sustainable settlements, and North Cadbury is the most sustainable in our area, and the sites also compared favourably (in both sustainability and community support terms) to alternatives put forward in Galhampton and Woolston.

Table 2. Site Allocations

Settlement	Site	Dwellings (Affordable)	Policy
North Cadbury	NCY18 Cary Road W, Brookh'n	14 (6)	18
North Cadbury	NCY17 Cary Road E, Brookh'n	14 (6)	19
Woolston	NCY1 Stoke Lane Barn	1	
North Town	NCY14 North Town Farm Barns	3	20
North Town	NCY19 Barns at Hill Farm	2	21
Total		34 (12)	
All dwellings	+ extant consents (27)	61 (12)	

7.12 Whilst our evidence of housing needs from the Housing Register and 2020 household survey points to a demonstrable need of about 10 affordable homes in the foreseeable future, this may be an underestimate looking at more general statistics on housing need. The 'refresh' of the South Somerset Local Housing Needs Assessment (which has been commissioned as part of the Local Plan preparation) and data supplied by the 2021 Census will in due course enable us to update the predictive modelling, but evidence on current need is best obtained through an up to date Local Housing Needs Survey. We have therefore included within our policies the option for a rural exception site to come forward, to specifically support a greater level of affordable housing provision on a site (yet to be identified) should such a need materialise. Discussions with local landowners has indicated that at least some would be prepared to provide such a site with a small proportion (up to 25%) as open market housing for viability reasons.

GENERAL HOUSING POLICIES

7.13 The following policies therefore set the overall strategy for meeting our local housing needs. More detailed site allocation policies and policies on design are contained in the chapters that follow.

POLICY 9. SCALE AND LOCATION OF NEW HOUSING

Sufficient land is allocated in the Neighbourhood Plan, which together with the extant planning consents and projected windfall should more than meet the identified housing need of 45 dwellings over the plan period, as identified below:

Extant consents	as detailed in Appendix 4	= 27 dwellings
Site allocations	as detailed in Table 2	= 34 dwellings

Given the identified supply exceeds the housing need requirement, the development of open market housing on alternative greenfield sites will be restricted until such time as this plan is reviewed.

Should the need for additional affordable housing be substantiated through a local housing needs survey, the provision of a rural exception site for affordable housing within or well-related to the main settlements of North Cadbury and Galhampton will be supported, provided that all of the following criteria are met:

- i) the proposal would meet an identified, current, local need for affordable housing arising from within the Neighbourhood Plan area;
- ii) the affordable housing would remain affordable and available for local residents in housing need in perpetuity (in line with Policy 11);
- iii) any open market housing provided as part of the mix must comply with Policy 11 (House Types) and be necessary to facilitate the affordable housing (demonstrated through an open book approach), and must not exceed 25% of the total housing mix on that site;
- iv) the scheme is of a character, scale and design appropriate to the settlement and location, taking into account the potential impact on features of heritage, wildlife or landscape value, and would not be appropriate on a designated Local Green Space;



v) mitigation measures are secured to demonstrate phosphorus neutrality in line with Policy 7b.

POLICY 10. USE OF RURAL BUILDINGS

The conversion or sympathetic replacement of agricultural and other rural buildings to provide housing will be supported, provided that all of the following criteria are met:

- the building is of permanent and substantial construction, and has been in active use for at least 10 years,
- the building is not in a location where its conversion or replacement, together with any associated outbuildings, parking provision and residential garden area, would be detrimental in wider views,
- the building footprint and height would not significantly increase (either through extension or conversion), and any alterations to its design would have due regard to the rural character of the area,
- a bat and barn owl survey are undertaken, and measures secured to ensure that there is a net biodiversity gain,
- residential amenities of future occupants would not be adversely impacted by neighbouring land uses,
- mitigation measures are secured as necessary to demonstrate phosphorus neutrality in line with Policy 7b.

Where the existing building contributes positively to the rural character or the area (such as a traditional farm building), its conversion is to be preferred unless it can be demonstrated that there would be significant sustainability benefits from its replacement (taking into account the loss of embodied energy) that would outweigh its loss.

POLICY 11. HOUSE TYPES

The type and size of housing permitted should meet local needs by providing:

- affordable homes for rent, primarily built as 1- and 2-bedroom dwellings.
- low-cost affordable home ownership dwellings, including First Homes.
- one, two and three-bedroom open market homes for rent or sale, including small self-build units.
- homes specifically designed for residents with more limited mobility and/or requiring an element of care, including to M4(2) standards for adaptable and accessible homes.
- agricultural and related worker's dwellings in relation to a clearly established functional need.

On sites of 0.5ha or with capacity for 10 or more dwellings, a mix of these house types should be provided, including at least 35% as affordable housing options including the provision of affordable home ownership / First Homes in line with national planning policy (unless a lower level is justified on viability grounds through an open book approach).

Where affordable housing is provided, this should be subject to a suitably worded condition or legal agreement to ensure that the housing will remain affordable to, and priority given to housing, eligible persons who have a local connection to the Neighbourhood Plan Area.

PROJECT 3. HOUSING SUPPLY MONITORING

The Parish Council will work with the Local Planning Authority to monitor affordable housing needs, housing supply and completions on an annual basis and will trigger a review of the plan if it becomes clear that the housing target or mix of house types is not meeting local needs.



8. BUSINESS AND EMPLOYMENT

OVERVIEW

8.1 The main industrial estate in the area is the North Cadbury Business Park⁹ on the A359, conveniently located within 1 mile of the A303 (which provides quick and easy access to locations throughout the south of England). The estate has a range of units that are rented out, from 2,500 to 26,000 sq./ft, and at the time of producing this plan was fully occupied. Perhaps surprisingly, there are many more businesses scattered across the area. There is a small cluster of businesses at the Fir Tree Business Park in Galhampton, the various farms and estates operating across the area together with local services (the school, local stores and pubs) and businesses operating from people’s own homes.

8.2 Tourism and visitor facilities also contribute to the local economy. These include the wedding venues at Cadbury Court and Yarlington House together with smaller scale accommodation. Just outside the Neighbourhood Plan area there is The Newt Hotel and Gardens, and attractions such as the Haynes Motor Museum at Sparkford.

8.3 Local businesses provide opportunities for people to work locally, bring investment in local facilities and can also help to positively manage our beautiful countryside. So we were keen to ensure that we supported local businesses that would help meet these aims. This includes the need for good on-line communication through broadband connections which helps connect businesses with customers and suppliers in a much more sustainable way.

BUSINESS AND EMPLOYMENT OBJECTIVES

- Provide opportunities for local people to work close to home.
- Support local businesses to set up or expand their premises providing services and employment in the community, including through the provision of better broadband.



BUSINESS AND EMPLOYMENT NEEDS

8.4 There is no local “target” for increasing employment land in our area. The main job growth across South Somerset is expected to be in office-based work, health, education and leisure activities, home-based working and residential / social care, with a forecast reduction in manufacturing jobs¹⁰.

8.5 Feedback from local businesses (February 2020 Business Survey) indicated that most businesses (excluding community services, such as the shops and pubs) were unlikely to need to change premises or move – two planned to relocate within the area, one was likely to move away, one was likely to close / sell their business. Feedback from local people (February 2020 Household Survey) identified two further existing businesses operating outside of the area where the owners would like to relocate to the area, three possible business moves within the area, and four potential start-up businesses. So whilst the potential needs of new and expanding businesses may vary, the response to our surveys suggests that most of the need for new business premises could largely be accommodated on the existing North Cadbury Business Park or its future expansion (which was mooted in the Local Plan Review at Preferred Options and has been incorporated into this Plan), or through home-working opportunities.

LOCATIONS FOR NEW AND EXPANDING BUSINESSES

8.6 Outline permission for the expansion of the business park to the west was granted in January 2020, and a reserved matters application for the first phase of this (a single unit on the northern half of the site) was approved in April 2021¹¹. The remaining elements of the outline permission, together with the additional area to the east side (to the rear of existing units) that was suggested through the Local Plan Review, should provide sufficient flexibility to cater for most needs, particularly requiring larger units and/or good access to the main roads. However

⁹ <https://cadburybusinesspark.co.uk/>

¹⁰ South Somerset Employment Land Evidence

¹¹ Planning application references 19/00152/OUT and 20/02848/REM



given the relatively elevated, rural location the actual layout and design of new buildings (including any redevelopment within the existing area) will require attention to detail.

8.7 The policies therefore focus on enabling the careful and considered expansion of the business park (bearing in mind its rural location) in order to meet future needs, and also enabling much smaller enterprises to start up elsewhere within the Plan area, preferably through the re-use of existing buildings or within the curtilage of an existing site, but also through small scale development (such as a modest sized workshop / office of no more than 50m² footprint) within or adjoining one of the area's settlements. The latter is not intended to accommodate development that would be better suited, due to its scale and potential activity, to be located at the business park.

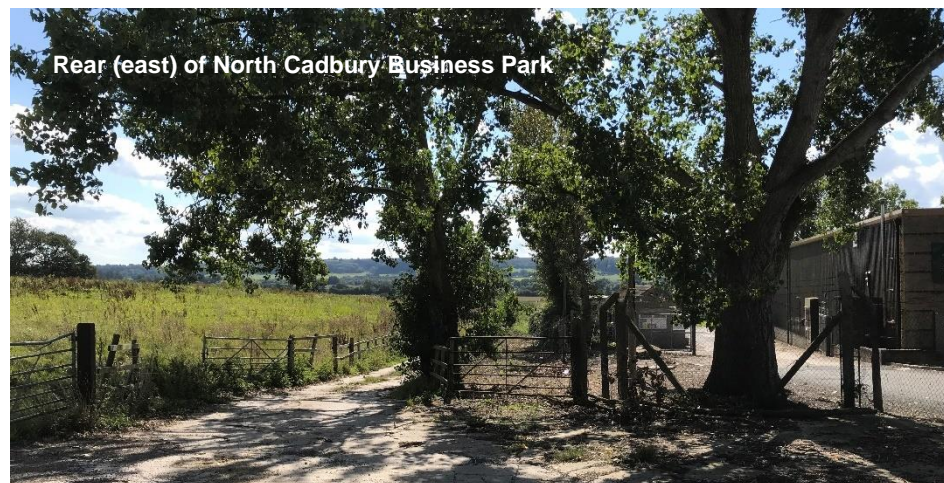
8.8 Where appropriate, conditions will be used to ensure that potential detrimental impacts can be controlled (for example, by the restriction of operating hours to avoid disturbance to neighbours either late at night or very early morning, by limiting the level and type of traffic movements to that appropriate to the highway network, or by controlling the level of external lighting where this would adversely impact on local character). The policy is not intended to create a loophole for future conversions to housing through permitted development rights, and this should be covered by a suitably worded condition.

8.9 With regards to the role of tourism, the Local Plan (Policy EP8) supports new and enhanced tourist facilities within settlements, at a scale appropriate to the settlement size and function, and subject to further considerations including that they would benefit the local community through access to facilities and services. This policy basis appear appropriate to the area and as such there is no need to duplicate it in this plan.

GENERAL BUSINESS AND EMPLOYMENT POLICIES

POLICY 12. NORTH CADBURY BUSINESS PARK

Land at North Cadbury Business Park will remain the main employment site for meeting local needs that are appropriate to an industrial estate. The extent of the area for such uses is shown on the Policies Map and includes undeveloped areas that are safeguarded for the employment use appropriate to an industrial



estate, which may be brought forward once the remainder of the business park has been developed.

For developments likely to give rise to significant employment opportunities, a Travel Plan should be required to consider the opportunities to promote sustainable forms of travel to the site from the settlements of North Cadbury and Galhampton.

In order to minimise the impact on the wider landscape and rural character of the area, the following principles should be applied to further development or redevelopment at the business park:

- avoid light coloured rendering and bright or highly reflective materials;
- break up the massing of form through variations in the roof height;
- take into account landform and retain the existing tree cover to minimise the visual impact, and incorporate new landscaping of sufficient scale and breadth along the new perimeter to reduce any remaining adverse visual impacts; and
- reduce adverse impacts from potential noise and light pollution to levels appropriate to a rural area through appropriate mitigation / restrictive measures.



POLICY 13. OTHER EMPLOYMENT OPPORTUNITIES

Elsewhere in the plan area, new employment proposals for offices, workshops or similar uses, including provision for homeworking, will be supported, provided all of the following criteria are met:

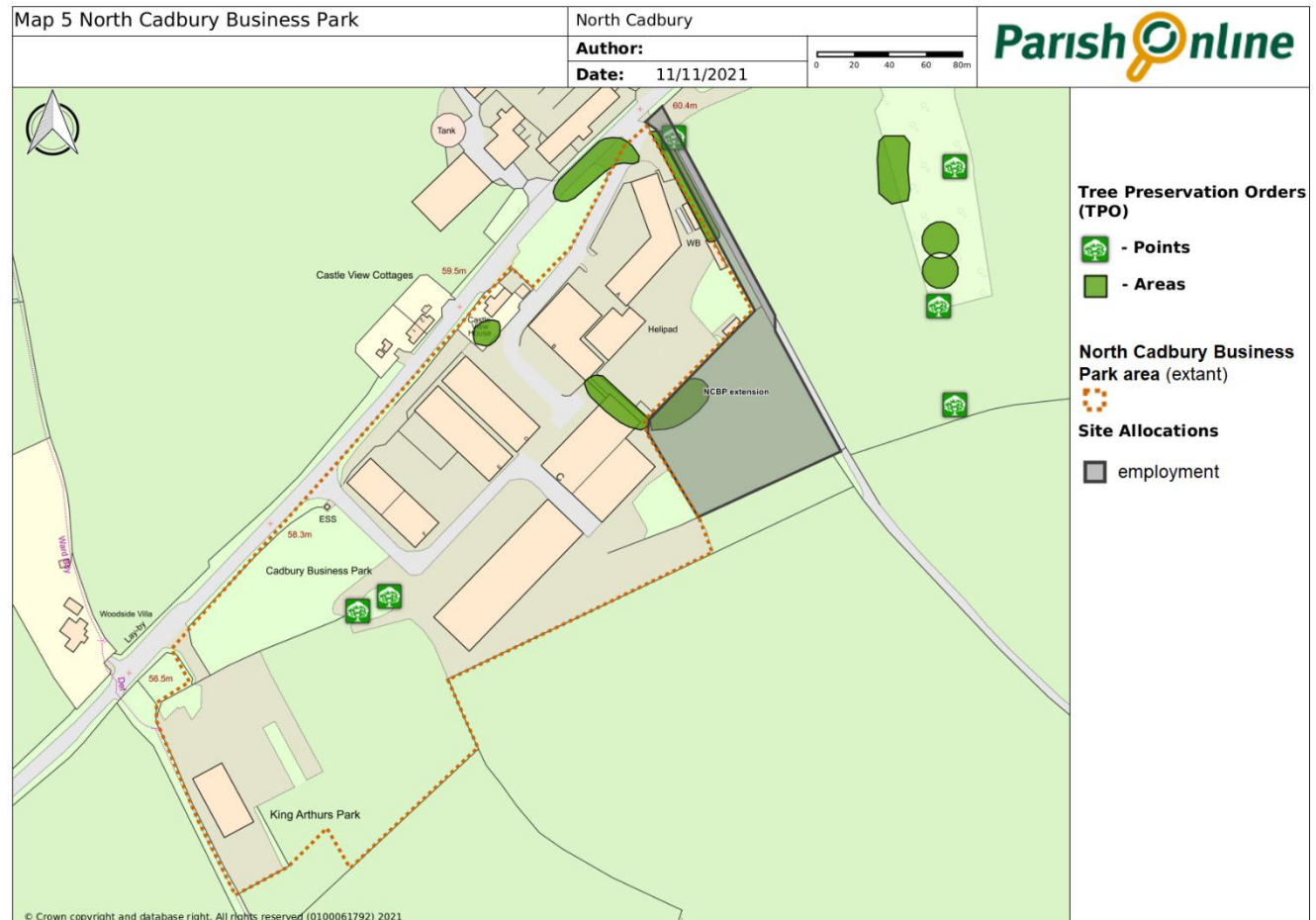
- the site is adjacent to, or physically well-related to an existing built-up areas of North Cadbury and North Town, Galhampton, Yarlington and Woolston, or utilises an existing building – with previously developed land used in preference to the development of greenfield sites;
- any new building is of a modest scale compared to other buildings in the locality and to the settlement to which it relates, and the building and associated use of the land (such as for parking) would not be unduly prominent from public rights of way;
- there would be no significant adverse impact upon local landscape character, wildlife or heritage assets as a result of the development or proposed use; and

- the site can be safely accessed, and its use would not give rise to a significant increase in traffic (including parked vehicles) inappropriate to the rural network of lanes.

Where new premises are provided, this should be subject to a suitably worded condition or legal agreement to ensure that the premises remain in employment use.

The expansion of existing rural businesses will be supported in accordance with national policies and applying the criteria set out in Policy EP4 of the South Somerset Local Plan.

Map 5. North Cadbury Business Park proposed future extension





9. COMMUNITY SERVICES AND FACILITIES

OVERVIEW

9.1 As a community we are quite fortunate in the range of facilities and services provided in the two parishes. Many of these are run on a commercial or semi-commercial basis, so they do rely on their local customer base to sustain themselves.

- 3 village halls (North Cadbury, Galhampton and Yarlington)
- 3 churches (Church of St Michael in North Cadbury, Galhampton Church and St Mary's Church in Yarlington)
- 3 pubs (The Catash Inn in North Cadbury, The Orchard Inn in Galhampton, and Stag's Head Inn in Yarlington)
- 2 village stores (North Cadbury Village Stores and Galhampton Country Store)
- 1 school (North Cadbury Primary School also incorporating Sprites Pre-School)
- Various outdoor recreation venues (including playing fields, tennis courts and children's play areas, allotments, and the many footpaths and bridleways)

9.2 The Post Office which was previously within the Village Stores was closed by the Post Office in late 2008 as part of a cost-cutting exercise and replaced by an outreach service then provided from a van, that visits the area and is parked outside the store four times a week.

9.3 Whilst ultimately the continued success of these services and facilities lies outside the scope of this Plan, we can support them through ensuring that they can adapt in ways which will continue to benefit the local community, and that any changes that are allowed do not undermine their ability to continue and thrive.

COMMUNITY SERVICES AND FACILITIES OBJECTIVES

- Maintain, improve and extend community services and recreational facilities that better meet the needs of local residents of every age and ability, including the services provided from the church, recreation ground, village hall and pub.



VALUED COMMUNITY FACILITIES

9.4 It is clear from our survey results that local community facilities are important to and valued by residents. Nearly all the facilities listed were considered as 'particularly important' by the majority of respondents, taking into account the communities' views within which they are based, and typical users (for example the Primary School and Pre-School were particularly important for families with children). At the time of drafting the Neighbourhood Plan, the Catash Inn was also listed on South Somerset District Council's Register as an Asset of Community Value.



9.5 The Local Plan policies look to resist development that would result in a significant or total loss of site and/or premises currently or last used for a local shop, post office, public house, community or cultural facility or other service that contributes towards the sustainability of a local



settlement, other than in exceptional circumstances. The chapters later on in this plan therefore include specific policies detailing the facilities that should be safeguarded.



OPPORTUNITIES TO IMPROVE FACILITIES AND SERVICES

9.6 In terms of improvements, new school buildings (replacing the temporary ones) and more footpaths / bridleways were the top priorities expressed by local residents. Our younger residents (aged 4 to 19)

particularly enjoy the local park / playing fields, and their suggestions for improvements focussed on possible outdoor sports / recreation improvements such as more cycle routes / cycle paths and a bike track.

9.7 Feedback from the services providers through the Business and Community Facilities Surveys highlighted:

- Most are running under capacity, and the local shops are particularly dependent on local trade.
- The primary school has plans for new building work to upgrade facilities (but this will not provide extra capacity). The current capacity is for 119 pupils, and the likely number of places (estimated at 12) that would arise from 60 new dwellings could currently be accommodated without the need for the school to expand.
- The allotments in North Cadbury are at capacity – so would struggle to meet additional demand, and further allotment provision should therefore be considered.
- Galhampton Village Hall has signalled that it would benefit from additional parking provision.

9.8 The Local Plan supports the provision of new community facilities and services, so there is no need to have a general policy on this as part of our plan. There is potential to expand the current allotment site in North Cadbury (on land immediately to the west) to which the landowner is agreeable, and this has therefore been included as a proposal under the North Cadbury chapter. Parking is made available on a temporary, occasional basis on the field to the rear of the village hall in Galhampton, when large events are scheduled. At the moment this appears to be adequate, and the field is unlikely to be developed in the foreseeable future. This situation can be monitored and, if necessary, reconsidered through a future review of this Plan.



10. TRANSPORT

OVERVIEW

10.1 Inevitably, being in a rural area where there are limited job opportunities, about two-thirds (65%) of those in employment work away from home, in locations outside the Plan area (based on the results of the 2020 household survey). Most of this travel is done by car – very few (less than 3%) use public transport. However about 1 in 5 now work from home (possibly more since the Covid 19 pandemic); and about 15% work locally in the North Cadbury and Yarlington area, with some of these able to get to work on foot or by cycling.

10.2 The household survey indicated that traffic speeds and road safety are a concern to many local residents. Cary Road in North Cadbury (particularly the area around the school) and the A359 (particularly the Three Ashes junction at North Town and the Long Street junction at Galhampton) were highlighted by respondents as locations where there were particularly strong concerns about road safety.

10.3 Unfortunately, many of these issues are not easily tackled through a Neighbourhood Plan, as whatever policies we put in our plan will not make people drive better or park more considerately. However, we can highlight where road safety issues are already a concern, and how this could be addressed through directing development away from problem areas towards more sustainable locations (where people are less likely to need to use their cars because they can walk or cycle or use the bus) and by ensuring that appropriate traffic management measures are included as part of any plans that would otherwise exacerbate existing problems.

TRANSPORT OBJECTIVES

- Reduce problems associated with on-street parking, especially outside the school.
- Identify and where opportunities arise create new safe routes for walkers, cyclists and horse riders – particularly linking to the various community facilities and utilising the public rights of way network as far as possible.



→ Consider how the community can access the local bus service and how the current service might be improved.

PUBLIC TRANSPORT

10.4 The only regular bus route through the area is Service 1 run by South West Coaches. This connects from the station at Castle Cary to Galhampton (on the A359), through North Cadbury (stopping outside the Catash Inn) to Yeovil bus station. The service includes an early morning pick-up (at around 8am, reaching Yeovil by 8:40am or Castle Cary by 8:10am) and hourly through the morning, becoming less frequent in the afternoon with the last return journey leaving Yeovil at 5:45pm (or Castle Cary at 6:30pm), which means that this can be useful for both college and work trips, but less so for social trips of an evening. There is also a more limited Saturday service, but no service on Sundays.





10.5 In addition to the regular service, South Somerset Community Accessible Transport operates a fleet of minibuses that can be booked by local residents. It is also possible to book an individual car for medical / hospital appointments.

10.6 Improving the local bus services was the most common suggestion made in response to our first household questionnaire. This was mentioned by about 1 in 10 of all respondents. Whilst there were general comments about the frequency of service, those in Galhampton also commented on problems with the location of the current bus stops.

PROBLEM AREAS AND OPPORTUNITIES TO CREATE SAFER ROUTES

10.7 Data on traffic accidents (for the latest 10-year period) highlights the concentration of accidents along the A359 including a number of fatalities. There was also one serious accident recorded on the Woolston Road close to the North Cadbury Village Stores (in 2012).

10.8 In addition to the problems related to on-street parking around the school on Cary Road, and the junctions accessing onto the busy A359, problems with the size and speed of agricultural traffic / deliveries were also mentioned (particularly by Yarlington respondents) reflecting the very rural nature of the roads in that part of the Neighbourhood Plan area.

10.9 A number of proposals are included in the 2017 Community Plan, including the introduction of “no parking” areas in and near to the school, the possibility of a 20mph zone around the school, and working with the landowners and developers to ensure that there are passing places provided on some of the single-track lanes.

10.10 Possible opportunities highlighted through the consultations and evidence gathering for this plan have included the provision of a car parking area for the school (for use by staff) to alleviate the issues caused by parking along Cary Road outside the school (for which a project has been included in this plan); and using the proposed development north of Brookhampton to provide a safer footway along that stretch of Cary Road. A project has also been identified in relation to providing an off-road pedestrian link from Galhampton village to the country store.

PARKING STANDARDS

10.11 By and large, the standards in Somerset County Council’s Parking

Strategy that apply to the area require between 1.5 and 3 spaces per dwelling depending on property size, plus an allowance for visitor parking, appear to be broadly adequate in relation to the typical numbers of cars and vans parked at home (which on average is 2 cars).

Table 3. Somerset County Council Parking Standards

Dwelling size	Spaces		Electric Vehicle Charging Points
1 bedroom	1.5	plus 1 visitor space per 5 dwellings	In all new residential developments, access to 16-amp electric vehicle charging points will be provided to all dwellings
2 bedrooms	2		
3 bedrooms	2.5		
4+ bedrooms	3		

10.12 The guidance refers to these as optimum standards and recognises that developments in more sustainable locations which are well served by public transport or have good walking and cycling links may be considered appropriate for lower levels of car parking provision. This may be appropriate for the town of Castle Cary but given the rural nature of the Neighbourhood Plan area, lower levels of provision are considered unlikely to be justified.

10.13 Given that garages are often used for storage or for ancillary accommodation, car ports should be provided instead of garages. Where the standards suggest 0.5 spaces, the numbers should be ‘rounded up’ unless part of a wider scheme of unallocated spaces (which can more readily be shared).

10.14 In areas where there are already on-street parking issues, it may be necessary to impose a condition that the areas for parking and turning shall be kept clear of obstruction and shall not be used other than for the parking and turning of vehicles in connection with the permitted development. Furthermore, permeable surfaces should be used for parking and turning areas to reduce surface water run-off.



POLICY 14. PARKING

Development proposals should meet its parking requirements on-site, in a manner that is likely to remain available (and therefore the use of outside spaces is to be preferred over garages).

Permeable surfaces should be used for parking and turning areas, using materials in keeping with the character of the local area.

Proposals to improve car parking to serve the main community facilities will be supported where they accord with other development plan policies.

PROJECT 4. LOCAL BUS SERVICES

The Parish Council will work with local bus operators to investigate how local bus services may be improved, including the frequency / connectivity of services and the position of current stops (particularly in Galhampton).

PROJECT 5. ROAD SAFETY IMPROVEMENTS

The Parish Council will work with the Highways Authority and local landowners to identify and introduce measures to reduce highway safety concerns as raised by local residents, such as:

- the introduction of speed restrictions where appropriate;
- reducing on-street parking where this is causing significant traffic problems; and
- the provision of passing places on single track rural lanes.





11. NORTH CADBURY

Map 6 - North Cadbury Area

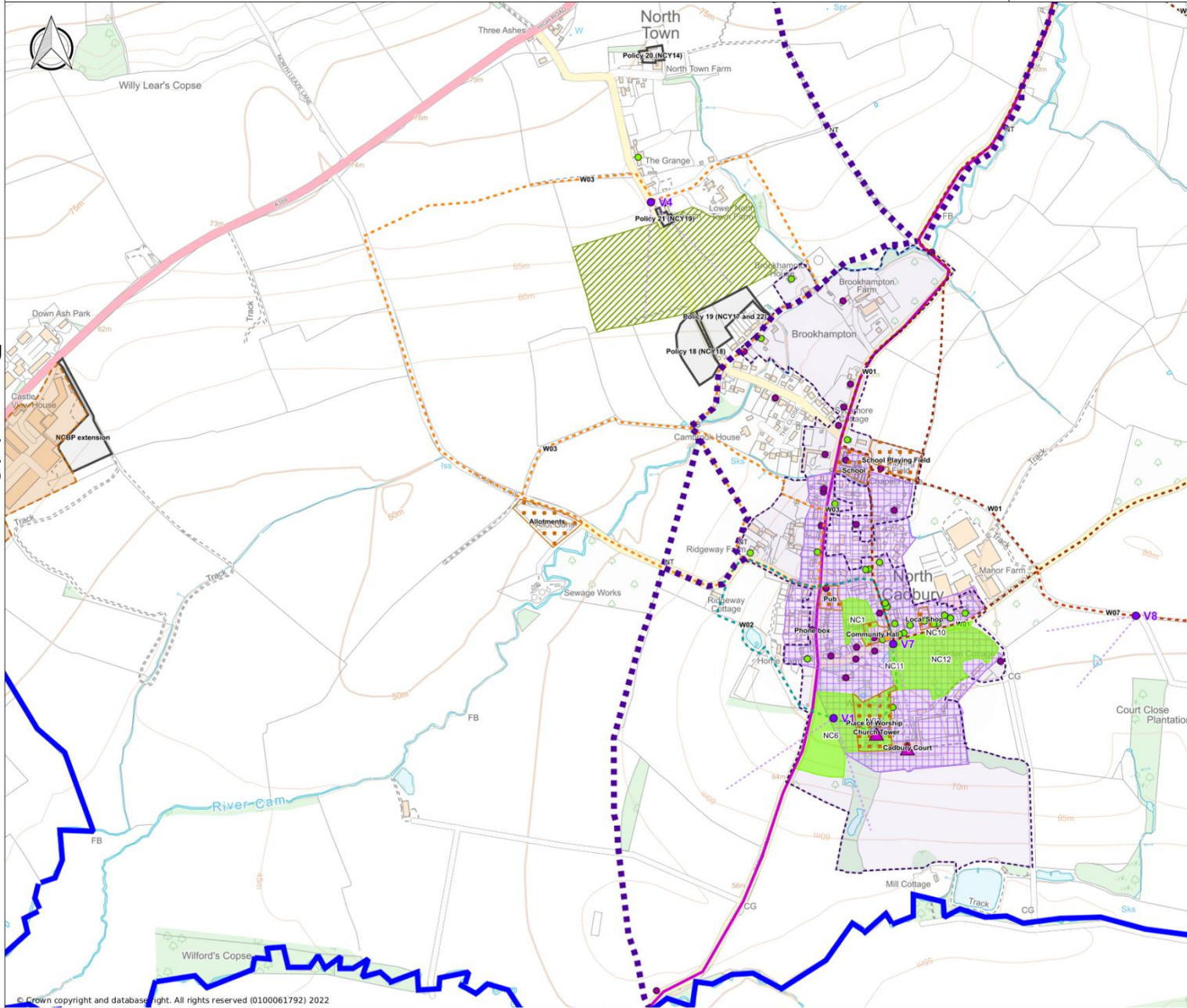
This map shows the main 'policy areas' to which specific policies apply, the detail of which is described in this section of the plan.

North Cadbury

Author:

Date: 06/06/2022

0 40 80m



Neighbourhood Plan Area

Site Allocations

- Site Allocation
- Conservation Area

North Cadbury and Yarlington AHAP

Local Historic Buildings

- North Cadbury Business Park (existing)
- Grade II Listed
- Grade II * Listed
- Grade I Listed

Key Landmark

- Viewpoints

Quiet lanes and key PROws

- W01
- W03
- W07
- W02
- NT
- Sustrans Cycle Route

Community Facilities

- Community Facility

Local Green Spaces

- Local Green Space
- Green Gap

A larger scale map of the area around the village is shown on the following page.



INTRODUCTION

11.1 The village of North Cadbury is the largest settlement in the Neighbourhood Plan area, with an estimated population of about 640 residents. The built-up area includes the smaller adjoining hamlet of Brookhampton (which for planning purposes is considered part of the village). North Town exists as a separate small hamlet to the north, close to the junction with the A359 High Road, with the North Cadbury Business Park located off to the A359, on the ridge running to the west side of the village.

11.2 As the largest settlement in the Neighbourhood Plan area, the village has a good range of local facilities, including the primary school, although some shops and services, such as healthcare and supermarkets, are not found in the local area.

11.3 As one of South Somerset's larger villages, there is some expectation that further development will take place, primarily to meet local needs for housing and employment. However any such development needs to be carefully considered so that it does not detract from the character of the village, which is steeped in history (almost the entire village has been designated as a Conservation Area). It is therefore important that the decisions of where and what is built is based on a solid understanding of the area's character, and how it functions. The local community have worked together with the planners to identify the most sustainable and appropriate locations where development can take place, and these are included as site allocations.

Neighbourhood Plan Area



Site Allocations



Conservation Area



North Cadbury and Yarlington AHAP



Local Historic Buildings

North Cadbury Business Park (existing)

Grade II Listed

Grade II * Listed

Grade I Listed

Key Landmark



Viewpoints

Quiet lanes and key PRoWs

W01

W03

W07

W02

NT

Sustrans Cycle Route

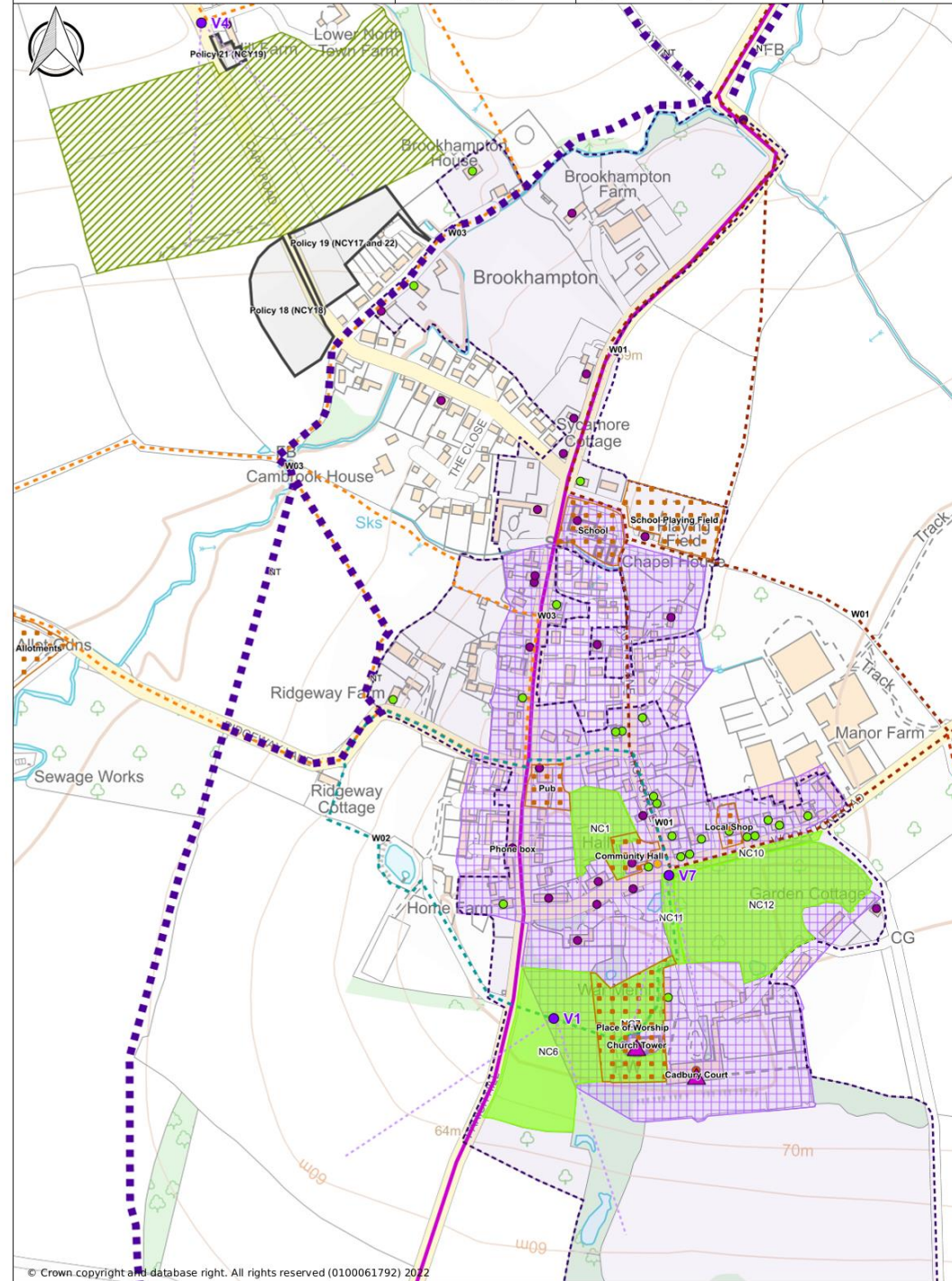
Community Facilities



Local Green Spaces

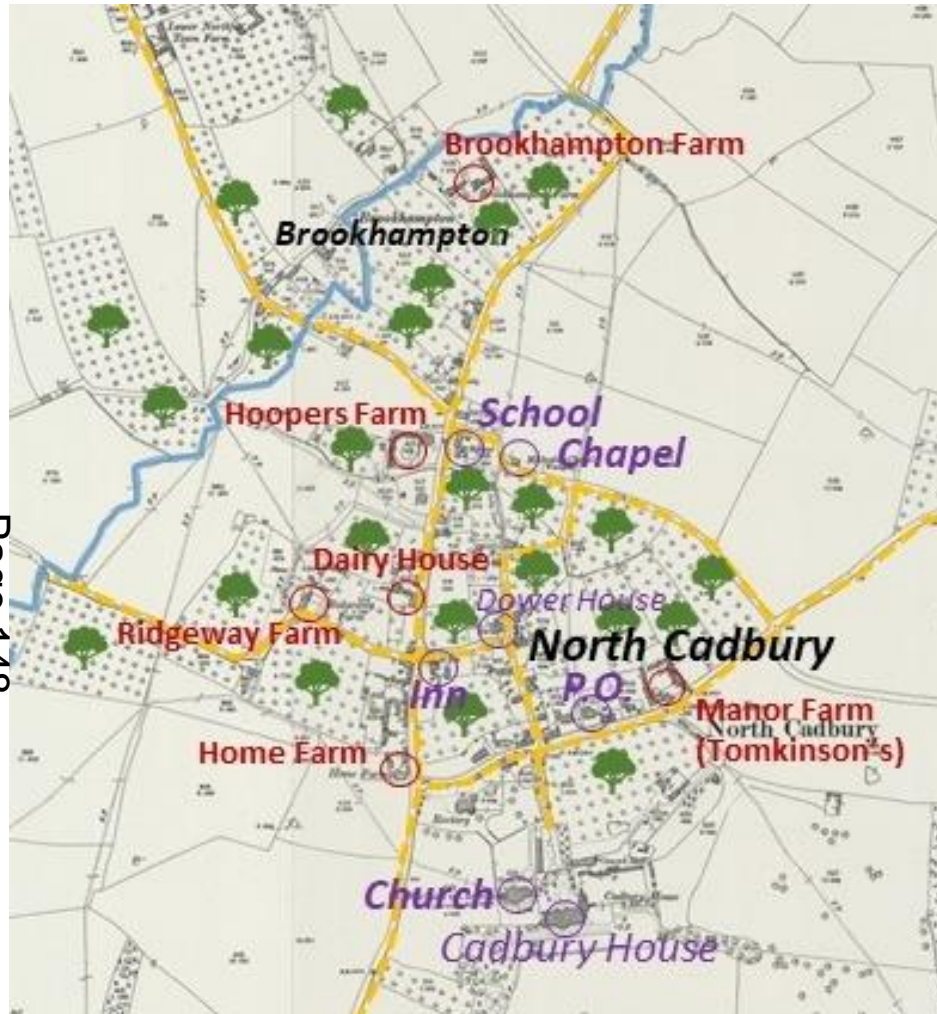


Green Gap





THE HISTORIC CHARACTER OF THE VILLAGE



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Heritage

11.4 The manor of North Cadbury appears in the Domesday Book of 1086 (under the name of Cadeberia). The manor's farming links have been, and continue to be, important. Under the ownership of Sir Archibald & Lady Langman, who bought the manor house and estate in 1911, the estate prospered, as evident in the provision of the new

village hall opposite Glebe House on Woolston Road. Their descendants, the Montgomerys, continue to own the Court and estate, and Manor Farm remains the manufacturing base for the renowned Montgomery and Oglesfield cheeses.

11.5 The historic core of the village is focused around Woolston Road and the High Street. Here you will find the early 15th century Church and 16th century Cadbury Court (with its parkland setting) and associated buildings, together with Manor Farm and Home Farm, the village shop and hall. The land falls away to the south, with the local landmark of Cadbury Castle (an Iron Age hillfort) clearly visible across the valley.



Manor Farmhouse



Village Shop

11.6 The hamlet of Brookhampton lies further to the north, on what is now the north western extreme of the village. The River Cam flows through Brookhampton, with its historic bridges marking the crossing points. Cary Road links these two parts together, with the central section of the village including the Victorian school and Wesleyan chapel, as well as the Catash Inn.

11.7 The historic maps show that much of the village was surrounded by orchards in the late 19th century, providing cider for the labouring classes while also allowing the grazing of sheep and poultry. Many of these have since been developed, but remnants of orchards remain, albeit not productively managed.

Layout

11.8 The main routes through the village along which development has grown in a linear fashion, are Cary and Woolston Roads. These join together at the top of Parish Hill by Home Farm which marks the southern entrance to the village (when entering the village from the South Cadbury / A303 direction). Turning east from this junction, the presence of the



Court and Church with their associated grounds and buildings have limited built development on the south side of Woolston Road, with buildings focused on the northern side of the road (with many directly sited on the pavement), with Manor Farm (formerly Tomkinson's Farm) and its agricultural clustering of buildings at its eastern end. From the maps it appears that there used to be a road from the farm down to the school, along what is now just a public footpath (WN 19/96) along the field edges.

11.9 From Parish Hill heading north along Cary Road, you pass Home Farm and its associated roadside farm buildings, with the road then taking you through a mix of historic and 20th century infill, with the older buildings generally closer to the road and others set well back, allowing a greater presence of trees. The Catash Inn marks the junction with the High Street, and opposite this, Ridgeway Lane runs down a sunken lane to where another farm existed on the west side of the village. The High Street itself is a quieter, less-used, alternative to Woolston / Cary Road), with a more scattered nature of development (with some buildings facing the road gable on and some set back), linking into Cutty Lane and the pedestrian cut-through to Chapel Lane behind and around the school.



11.10 Travelling further north along Cary Road, the 19th century Victorian school buildings sit above the road on its eastern side, just before the junction with Chapel Lane and Sandbrook Lane, when the road bends round to head west. Opposite the school another farm (Hoopers Farm) has since been converted into a courtyard of dwellings. Sandbrook Lane heads north from this corner, but has been relegated to a minor, single track road and soon heads into open countryside. Chapel Lane leads in an easterly direction past the school to where the former Wesleyan Chapel was sited.

11.11 Heading north-west, the Cary Road crosses over the River Cam before leaving the built-up area and climbing up to North Town and the A359. Mitchells Row marks the end of the village – with its mix of older workers cottages and 20th century former Council housing leading to Brookhampton House.

11.12 Within the village, the streets have a rural character and whilst there are pavements along many of the roads, these are limited and usually on one side only and there is no street lighting. Traditional fingerpost signs can be found on Cary Road, at the junctions with Brookhampton, Sandbrook Lane and Woolston Road.

Building Styles and Materials

11.13 North Cadbury is full of 17th and 18th century vernacular houses of local stone. Typically, buildings are of two storeys, with grander buildings such as Cadbury Court, The Post Office, the Dairy House and Manor Farmhouse being two and a half or three storeys.

11.14 Most of the older residential properties front directly onto the street (with the ridge parallel to the road), although some are perpendicular to it or set back behind boundary walls and front gardens. Traditional properties generally have narrow building depth and wide fronts.



11.15 The village is largely of stone with varying hues and mixture of materials. Good quality Cary stone (a golden Oolitic limestone from Hadspen quarry) is much in evidence with either ashlar or coursed rubble, together with local white lias, and Doulting stone from nearby Shepton Mallet. Brick buildings and rendered properties are also present, but historically are the exception to natural stone. Apart from the more notable buildings, there is little architectural decoration



on the majority of buildings, with the simple designs reflecting the rural, working nature of the village.

11.16 Roofs are generally of plain clay tile (with hip tiles) or pantiles, with a mix of hipped and straight gabled roof forms. There is a good distribution of thatch and a few examples of slate (such as found on the Old Rectory). Chimneys are mostly brick with corbel detailing and clay pots.

11.17 Door styles tend to match the type of property, timber plank for cottages with panelled doors for larger houses. Windows are a mix of timber sash and side hung casements and some iron casements, mainly single glazing bars with some multiple panes. Lintels are mainly exposed timber, with some lintels formed in stone or brick.



11.18 Harder, more crystalline grey Forest Marble is used in boundary walls (generally on the back edge of the pavement), although hedgerows are also a commonly used boundary in locations where the buildings are set further back from the road. The K6 telephone box and the cast iron street furniture is also noted in the Conservation Area Appraisal – including the traditional cast iron Somerset guide pots, grates and vents.

11.19 Overall, the area has harmonious mix of characterful buildings with a variety of plot sizes and shapes.

POLICY 15. NORTH CADBURY - BUILT CHARACTER

As a general principle, buildings within the vicinity of North Cadbury should contribute to the harmonious mix of properties found in the area, and generally:

- a) have a narrow building depth and wide fronts, although there is variation according to plot size and orientation.
- b) include detached, semi-detached and small terraced properties (of three dwellings), as well as courtyards,

outbuildings and workshops in the form of traditional agricultural barns.

- c) use Cary or Lias stone as the predominant building material, mainly laid as coursed rubble.
- d) use plain clay tiles as the predominant roofing material, or alternatively thatch, and brick chimneys with corbels on dwellings.
- e) have timber casement windows with well-proportioned and balanced casements.

Other materials and designs may be considered provided that they complement the tone, scale and form of the traditional buildings, and do not detract from the overall character of the village.

Notable Historic Buildings

11.20 There are many Listed and unlisted buildings within the village that are mentioned in the detailed Conservation Area appraisal.

11.21 In terms of Listed Buildings, the **Parish Church of St Michael** and **North Cadbury Court** are particularly significant as Grade I listed buildings. Also historically connected to the Court is the former Dower House (now **Orchard & Woodforde Cottages**) which lies to the north on the northern extent of the High Street.

11.22 Most of the buildings along Woolston Road are Listed, together with the southernmost extent of the High Street. **Number 21 Woolston Road**, on the junction with the High Street, is noteworthy as a Grade II* Listed Building – a stone cottage dating back to the 15th century and adjoining the Grade II Reading Room. The **Red House** and **Post Office** (Village Store) to the east, both Grade II Listed, are distinctly different to the normal vernacular. The two farms (**Home Farm** and **Manor Farm**) mark the western and eastern extent of the historic core and are



Ridgeway Farm



particularly important for the agricultural links they retain. **Ridgeway Farm** and its farmland setting is perhaps less prominent but also important in this respect.

11.23 The above does not include all of the designated Listed buildings, and there are many important historic buildings which are not Listed, including those noted in the Conservation Area Appraisal. These include the **Old Rectory** (and its associated outbuildings Glebe House and the Coach House), the **Catash Inn**, the **Primary School**, the Village Hall, the K6 telephone boxes (whose design commemorates the silver jubilee of King George V) as well as a number of vernacular cottages and barns, including those associated with the former Hoopers Farm (**Rowlands**). The old bridges on Sandbrook Lane and the one at Brookhampton are also noteworthy, together with the beautiful old stone wall along the left of Parish Hill (coming from A303); now overgrown.

11.24 In order to ensure these buildings are properly considered in planning terms, they are to be protected as far as possible under Policy 1: Locally Important Historic Buildings (but this does not impose the same degree of protection as being Listed).

11.25 The full list of historic buildings within or linked to North Cadbury are included in Appendix 5, and these are also marked on the Policies Map. Those associated with Sandbrook Lane (from Hewlett's Mill heading north) are included in the section on Galhampton.

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IMPORTANT FEATURES OF THE ENVIRONMENT



Environment

11.26 North Cadbury has a fairly low density of development, with lots of significant green spaces in between and around building and groups of important trees, including the River Cam runs, with riverside trees marking the valley bottom.

11.27 Ridgeway Lane, an example of a sunken lane, is also the location of many badger setts, highlighting the extent to which local wildlife can encroach into the built up area.

11.28 The parkland to the south of North Cadbury Court has a number of Veteran Trees. Records of protected species sighted in the area include various species of bat (Brown Long-Eared, Natterer's, Pipistrelle and Serotine), badger, otter, tawny owl and great crested newt. Key habitats

include the ancient and veteran trees, the species-rich hedgerows, and the ponds and ditches as well as the River Cam and its environs.



Old oak tree west of Cary Road, 5.5m girth, possibly 350 years old
The landowner's grandfather is said to have hidden in the hollow trunk as a child

11.29 The proposed expansion of North Cadbury (as described more fully towards the end of this chapter) will reduce the undeveloped gap between the Brookhampton end of the village and North Town. As such, a 'green gap' designation is proposed to ensure that no further development is permitted that would result in their coalescence.

Important Recreational walking routes and key views

11.30 The village and its surround benefit from many characterful footpaths and bridleways giving access into the countryside and some fantastic views. These are protected under Policy 6 and described below. The Corkscrew circuit (described in the Woolston chapter) is also highly valued by people living in North Cadbury.

11.31 All three of the National Trails run through the village, and three more circuits (as listed below and described in more detail in chapter 6) are very popular and well used by local residents (incorporating Corkscrew Lane / Woolston Road, Glebe Field and Ridgeway Lane routes).

- W01: Corkscrew Lane / Woolston Road circuit
- W02: Glebe Field / Ridgeway Lane circuit
- W03: Ridgeway Lane / Lower North Town / Brookhampton circuit



11.32 The church tower of St Michael’s is probably the most notable landmark within the village and forms the focal point of a number of the key views that were identified in our consultations. Cadbury Castle, a fortified hillfort with multiple ramparts and an overall height of 154m is in South Cadbury Parish but is an important landmark in views to the south. As the hillfort is publicly accessible, it is possible to walk up and enjoy views out as well, and North Cadbury with its church and Court can be clearly seen.

11.33 Whilst there are many fantastic views from the footpaths and lanes across the area, several stand out as being particularly cherished and admired.

Table 4. North Cadbury: Key Views

Location	Direction	Description / Importance
V1 From footpath WN 19/76 across Church Field	Southerly	Impressive panoramic view towards the iconic Cadbury Castle Hillfort from the Parish Field (in in the setting of the historic church)



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Location	Direction	Description / Importance
V4 Cary Road, junction with Lower North Town Lane / WN 19/108	South-Easterly	Important View of the village of North Cadbury, with the church tower, from the main entrance into the village from the North Town / A359.



V7 From Woolston Road to The Court	Southerly	Focussed view along the avenue of mature beech trees leading to The Court and Listed gateway entrance
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Location	Direction	Description / Importance
V8 From footpath WN 19/96 towards North Cadbury	South-Westerly	Good view across farmland of Cadbury Court and the Church as seen from the west side of the village



Local green spaces

11.34 The rural setting of the village, including its river corridor and remnants of orchards, is recognised and protected under Policy 5.

11.35 The most important green spaces around the village include a number of public spaces as well as some of the more iconic fields and verges. The allotments and school playing fields, whilst potentially qualifying as an important green space, are designated as important community facilities as it is their function and general accessibility, rather than their specific location, that is particularly valued.

11.36 Whilst there are various remnants of orchards around the village the most significant and locally valued is that opposite the village shop, adjoining the entrance into Cadbury Court.

11.37 Similarly, many of the open fields around the village are much valued, but one in particular (Clare Field) was highlighted in the survey responses as particularly locally valued, and an area where development would not be supported. The field contributes to the rural setting of the Grade II Listed Ridgeway Farmhouse, and is crossed by various footpaths, and a mature oak tree (subject to a Tree Preservation Order) in its centre. Whilst this was suggested as a Local Green Space, the Examiner did not consider it to be 'local in character', and as such did not meet the national criteria for Local Green Space designation. The fields next to the school playing field, which are crossed by footpaths and provide pleasant views, were also valued by many members of the



Church of St Michael – North Cadbury church grounds

community, but there was some support for limited development along the road front, and therefore this site has not been proposed to be designated as a Local Green Space at this time.

Table 5. North Cadbury: Local Green Spaces

Ref	Location	Main Reason for Designation
NC1	North Cadbury tennis courts and playing field	Recreation space, maintained by the Parish Council and well used by children and adults
NC6	Glebe Field North, south of the Old Rectory	Forming the setting of the Grade I church and important in views to and from the Iron Age Hillfort of Cadbury Castle, well used as crossed by footpath forming part of a local walk (WN 19/76)

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Ref	Location	Main Reason for Designation
NC7	North Cadbury church grounds	Place of quiet contemplation as consecrated ground, graveyard with war memorial, forming the setting of the Grade I Listed Church and Cadbury Court, and similarly crossed by footpath forming part of a local walk (WN 19/76)
NC10	Wide grass verge on Woolston Road	Wide grass verge opposite a line of Listed Buildings, forming a key feature of this historic street. Adjoins what is probably the best remaining example of the historic orchards surrounding the village
NC11	Avenue of Beech Trees leading to the Court	Iconic approach to the Court, leading up to Listed gateway. Traversed by footpath forming part of a local walk (WN 19/76)
NC12	Orchard opposite village shop	Probably the best example of one of the historic orchards remaining within the village and forms important setting to the many Listed Buildings along Woolston Road.

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POLICY 16. NORTH CADBURY – LOCAL GREEN SPACES

The following local green spaces should be protected from inappropriate development that would harm their character and reason for designation:

- NC1 North Cadbury tennis courts and playing field.
- NC6 Glebe Field North, south of the Old Rectory
- NC7 North Cadbury church grounds
- NC10 Wide grass verge on Woolston Road
- NC11 Avenue of Beech Trees leading to the Court.
- NC12 Orchard opposite village shop.

Proposals for development within the local green gap between North Cadbury and North Town, as on the Policies Map, will not be supported if they would compromise the visual openness or rural character of the gap.

Flood Risk

11.38 In terms of local flood risk, the main areas affected relate to the River Cam and its tributaries, together with some overland flows and ponding associated with surface water run-off and drainage. These are identified on the Environment Agency Flood Risk Maps which cover both river and surface water flood risk.

11.39 Outside these areas, flooding has been observed to the north side of the allotments, along Ridgeway Lane and either side of the farm track that connects to Cary Road (public footpath WN 19/106). To the east side of the village, Woolston Road has been flooded on occasion, in the area just eastward of where public footpath WN 19/60 meets the road.

11.40 Whilst Wessex Water has confirmed that there are no capacity or notable groundwater infiltration concerns with the sewer network, the sewer system has on occasion become blocked (generally due to items such as disposable nappies being flushed into the system).

COMMUNITY SERVICES AND FACILITIES

11.41 North Cadbury has a good range of local facilities, including the main primary school serving the local area. These are detailed in Table 6.

11.42 The School has been exploring the feasibility of replacing the three temporary classrooms within an extension to the main school building, and submitted a planning application in May 2021 to enable this to happen.

11.43 The amount of parking along Cary Road outside the school (particularly outside school pick up and drop off times) is also a cause for concern. Whilst it would not be possible (or even desirable) to completely eradicate parked cars from the road, as they can in themselves help slow traffic speeds, it is important to ensure that there is room for traffic to pass safely at slow speeds, without the need for vehicles to reverse significant distances when faced with oncoming traffic. This is particularly relevant here given the long stretch of road along which vehicles park (reducing the available carriageway to a single lane), and the fact that there are buses and other larger vehicles in the mix.

11.44 A local landowner has offered the corner of the field at the end of a track leading east from Chapel Lane for parking (up to 12 cars) to be used by school staff, however this is dependent on agreement on access over



Community Services & Facilities



Chapel Lane. Another local landowner has also similarly offered part of the field to the north side of the school playing field, although this would need to be accessed off Sandbrook Lane which may be more difficult given the landform and junction, and is visually sensitive in the context of the setting of the Conservation Area and a number of historic buildings. The landowner of Clare Field has also proposed that that site could include parking for the school (primarily to allow parents to drop off and pick-up pupils and walk from there to the school via footpath WN 19/74 and then crossing Cary Road to walk to the school) – however this proposal is dependent on parents coming from the A359 and is unlikely to be an attractive, practical alternative for most parents or staff, as well as being dependent on the development of that field (which is proposed to be designated as a Local Green Space). The provision of parking for the school has therefore been included as a project.

11.45 The allotments are at capacity and there is a reasonable prospect that additional plots will be needed to serve any further increase in population. The current allotments were conveyed to the Parish Council as part of the development of land north of Home Farm in the early 2010s.

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The landowner who provided the allotment land has undertaken, in principle, to increase the area of land by up to 25% should a need arise, and an indicative area is shown on the policies map as safeguarded for this purpose. The funds for this could be met by the Community Infrastructure Levy payments that would accrue from development in the two parishes.

11.46 The Church of St Michael will need additional grave space when the existing grave yard reaches capacity - estimated to be within the next 5-10 years. This is likely to be into a small section of the Glebe Field (which is owned by the Church of England). The designation of this field as a Local Green Space would be compatible with this intended change of use.



Table 6. North Cadbury: Community Facilities

Location	Main Use / Function
North Cadbury CoE Primary School	Village Primary School, run by Preston Primary Academy Trust, and also incorporating Sprites Pre-School, whose catchment area ¹² broadly aligns with the Neighbourhood Plan Area
North Cadbury Village Hall and Reading Room	Hall and reading room available for hire, and licensed for plays, films, music, dancing, indoor sports, late night refreshment and the sale of alcohol. Also location of the community defibrillator and has been used by the Queen Camel Medical Centre for afternoon surgeries, mainly for older patients and for those who do not have transport

¹² <https://www.somerset.gov.uk/education-and-families/school-catchment/>



Location	Main Use / Function
North Cadbury Village Store	Local convenience store serving the village, with a wide variety of goods from traditional meats and groceries to everyday essentials. Currently the Post Office services are provided through a mobile service that generally parks outside the stores four times a week
St Michael's Church	Local church, providing place of worship and space for burials - the church grounds are designated as a Local Green Space
The Catash Inn	Local Public House, listed as an Asset of Community Value
Telephone box	Operates as a local book exchange
North Cadbury playing field	Playing field, tennis courts and children's play area, also designated as a Local Green Space
North Cadbury allotments	Well used allotments (with a waiting list for plots)

POLICY 17. NORTH CADBURY – FACILITIES

The following community facilities should be retained:

- Allotments
- Church
- Playing fields and associated tennis courts and play area.
- Primary School (plus Pre-School) and associated playing field.
- Telephone box (as community book exchange)
- Public House
- Village Hall
- Village Convenience Store

Proposals that provide new facilities, allow existing facilities to modernise and adapt for future needs, or to diversify in a manner that would support a new or improved community facility to become viable, will be supported. This is likely to include:

- a) Improved classroom facilities within the current school grounds;
- b) The provision of additional off-road parking close and convenient to the school;
- c) Additional allotments, through the expansion of the existing allotments' site;
- d) A small extension to the graveyard associated with St Michael's Church.

PROJECT 6. SCHOOL PARKING AREA

The Parish Council will work with the school and landowners to bring forward additional off-road parking provision suitable for school use.

FURTHER DEVELOPMENT

11.47 In the village, we are allocating two sites for a mix of open market and affordable housing for local people. These are on either side of Cary Road immediately north of Brookhampton. Further outside the village, on the way to and at the smaller hamlet of North Town, there are a further two sites where barns can also be converted to provide housing.



Housing

Land north of Brookhampton, west of Cary Road (NCY18)

11.48 To the west side of Cary Road, north of Brookhampton, is an agricultural field on the north side of the bridleway track that joins up to Ridgeway Lane. This site, together with land on the opposite side of the road, provide an opportunity to create a 'new' gateway to the village. Whilst originally discounted on the basis of the impact on the public rights of way (that cross the field) and visual openness, further appraisal by a heritage expert advised that development in this location (on both sides of the road) could potentially have a much more positive impact on the key view (V4) that would outweigh the wider landscape impacts, and which could allow for the sensitive accommodation and/or minor diversion of the rights of way.

11.49 Whilst the entire field is approximately 4.8ha in extent, the developable area proposed is about 0.7ha and should be able to accommodate about 14 dwellings in total, of which the landowner has



Indicative layout

for illustrative purposes only - more detailed masterplanning to be undertaken

North Cadbury

Author:

Date: 11/11/2021



Public Rights of Way

- Footpath
- Restricted Byway

Green Gap



Site Allocations



Local Historic Buildings

- Local
- Grade II Listed

Conservation Area





agreed to provide at least 6 dwellings as affordable homes for local needs (slightly exceeding the Local Plan requirement).

11.50 The site is reasonably well-connected into the village as the pavement starts on the eastern side of Cary Road just south of Mitchell's Row. It will be important to incorporate measures to facilitate safe pedestrian access from the existing pavement into the design heading north, and include measures that would make it safe and easy for pedestrians to cross Cary Road. The roadside hedgerow should be retained as far as possible, with dwellings and pedestrian access behind the hedgerow, but not turning their back to the road as they will be clearly visible from the road (see Court View, South Cadbury example in Appendix 2). A single point of access should be created to serve the site, potentially as shown in the indicative layout diagram (which is purely for illustrative purposes). The thinning (in terms of width) and/or translocation of the hedgerow (a technique which involves digging out and transferring sections of hedge into a prepared trench in a timely fashion to ensure that the hedgerow roots are exposed for as short a time as possible) may be necessary to create a suitable visibility splay.

11.51 Whilst the site is not of high ecological interest, there are established badger setts to the west, water voles have been seen along the River Cam, and other animals such as hares, deer and owls have been spotted in the fields and hedgerows. A new field hedgerow, with hedgerow trees, should be planted along the field-side perimeter, which together with additional landscaped area through which the footpath WN 19/68 would run, will help soften the development in wider views as well as help achieve a net biodiversity gain.

11.52 Particular care will need to be taken in the landscaping and design to ensure that the 'first view' of the village from V4 reflects its character and heritage, with development facing out along the new edge.

11.53 The incorporation of the public rights of way into the scheme design will also need careful consideration. Whilst footpath WN 19/73 is rarely used (as it is much easier to use the bridleway track that runs broadly parallel), this footpath can be readily accommodated within the design without the need for its diversion – particularly as this lower area lies partly within a flood risk zone (and is therefore outside of the developable area). Whilst it may be possible to avoid the need to divert footpath WN 19/68 a minor diversion may enable a better form of development, with the footpath running along the new landscaped perimeter.

11.54 The treatment of the new northern gateway should slow vehicle speeds through design, and incorporate measures to help pedestrians cross safely. The 30mph speed limit should be relocated to start at or north of this new entrance point. Further traffic calming measures may be incorporated between the site and A359 as considered necessary by the Highways Authority. Within the development new roads should be designed as shared surfaces for slow speeds and pedestrian use.

11.55 Whilst the site is less than 1ha in size and does not flood (and therefore a planning application would not automatically need to be accompanied a flood risk assessment), given its juxtaposition with the flood zone associated with the River Cam (and properties to the south that are within the flood risk area), a drainage strategy should be required. This would ensure that run-off from the site does not increase and indirectly exacerbate the risk of flooding to properties to the south.



POLICY 18. LAND NORTH OF BROOKHAMPTON, WEST OF CARY ROAD

Land North of Brookhampton, West of Cary Road, as shown on the policies map, is allocated for 14 dwellings. Its development will be subject to all of the following requirements:

- The type and size of dwellings accords with Policies 2 and 11, and at least 6 homes are provided as affordable dwellings, with the provision of affordable housing phased so as to be provided in advance or at the same time as the open market dwellings.



- The site’s layout, scale and detailed design, including landscaping, is considered as part of a masterplanned approach together with land to the east side of Cary Road (Policy 19). This must:
 - accord with Policies 2 - 4 and 15;
 - respect the important view from further up the Cary Road (V4) in accordance with Policy 6, by presenting a more appropriate, positive edge to the village in keeping with its historic character;
 - retain the rural character of Cary Road at this point with the retention of the roadside hedge as far as possible;
 - enable safe pedestrian crossing of Cary Road to allow easy access to both sites.
- Hedgerow / tree planting should take place along / adjoining the site boundaries with the remainder of the field (which should help soften the visual impact of the development in wider views), with other measures secured as necessary to ensure that there is a net biodiversity gain.
- The current alignment of footpath WN 19/73 is retained outside of the site boundaries, with the area to the south side managed for informal recreational use / sustainable drainage measures. Any diversion of WN 19/68 should be minor in extent and designed to reflect the rural character of the local footpaths in the area.
- A drainage strategy will be required to ensure that the development will manage surface water runoff and not increase flood risk off-site.
- Mitigation measures are secured as necessary to demonstrate phosphorus neutrality.

Land north of Brookhampton, east of Cary Road (NCY17 and additional land to rear)

11.56 This site, which measures approximately 0.7ha, is part of two agricultural fields to the east side of Cary Road, immediately north of Brookhampton, but slightly apart from the Conservation Area. It is within



two separate land ownerships, and as such the two landowners will need to work together to ensure its proper planning. As with site NCY18 (opposite), which is of a similar size, this area should be able to accommodate about 14 dwellings in total, of which the landowners have agreed to provide at least 6 dwellings as affordable homes for local needs (slightly exceeding the Local Plan requirement).

11.57 Whilst development here would reduce the gap between North Cadbury and North Town, it is seen as a logical extension of the village along its main throughfare, and together with the land to the west side should help provide a better, more walkable, connection between the two. Further encroachment of development into this gap will not be permitted in order to retain the separate identify of North Town.

11.58 Development will be seen in the context of the view from further up the Cary Road (V4) but would not block the view of the church and provides an opportunity to create a more positive gateway (first impression) of the village. The site layout and design will therefore need to be considered carefully in this context in conjunction with the site on the opposite side of the road, both in terms of the view, the streetscene and the ability to include a pavement from the junction to the south, heading north towards North Town.

11.59 Because there is a small section of road with no pavement between the site and where the pavement starts on Cary Road, it will be important to phase the development with the site opposite to enable safe passage for pedestrians through the provision of a new pavement/s and pedestrian crossing point within this gap and further up the road. As described above, the treatment of the new northern gateway should slow vehicle



speeds through design and incorporate measures to help pedestrians cross safely, and further traffic calming measures may be incorporated between the site and A359 as considered necessary by the Highways Authority, including the extension of the 30mph limit beyond the site. In addition, a new pedestrian link onto the lane serving Mitchell’s Row should be provided from the rear of the site, giving an alternative access onto the wider footpath network.

11.60 Similar to the site opposite (NCY18), there are established badger setts (to the east), and other animals as hares, deer and owls have been spotted in the fields and hedgerows. The roadside hedgerow should be retained as far as possible, with dwellings and pedestrian access set behind the hedgerow (but still orientated to provide a positive face onto the road). A new field hedgerow (with hedgerow trees) should be planted along the new northern boundary with the remaining field. Further measures may be required to compensate for the loss of the internal hedgerow, in order to provide a net biodiversity gain.

11.61 The rear garden depth to some of the adjoining homes (particularly Brooklings) is limited and therefore careful consideration will need to be given to the layout and height of development at the southernmost end of the site in order to respect the privacy and amenity of the existing residents and the use of their private gardens.

11.62 Whilst the site is less than 1ha in size and does not flood (and therefore a planning application would not automatically need to be accompanied a flood risk assessment), given the natural springs and surface water flows to the east, and history of flooding to properties to the south (that fall within the flood risk zone associated with the River Cam), a drainage strategy should be required. This would ensure that run-off from the site does not increase and indirectly exacerbate the risk of flooding to properties to the south.

POLICY 19. LAND NORTH OF BROOKHAMPTON, EAST OF CARY ROAD

Land North of Brookhampton, East of Cary Road, as shown on the policies map, is allocated for 14 dwellings. Its development will be subject to all of the following requirements:

- The type and size of dwellings accords with Policies 2 and 11, and at least 6 homes are provided as affordable

dwellings, with the provision of affordable housing phased so as to be provided in advance or at the same time as the open market dwellings.

- The site’s layout, scale and detailed design, including landscaping, is considered as part of a masterplanned approach together with land to the west side of Cary Road (Policy 18). This must:
 - o accord with Policies 2 - 4 and 15;
 - o respect the important view from further up the Cary Road (V4) by presenting a more appropriate, positive edge to the village in keeping with its historic character;
 - o retain the rural character of Cary Road at this point with the retention of the roadside hedge as far as possible;
 - o enable safe pedestrian crossing of Cary Road to allow easy access to both sites.
- The site’s layout, scale and detailed design, including landscaping must respect the privacy and amenity of the existing occupants of adjoining properties to the south.
- Hedgerow / tree planting should take place along / adjoining the site boundaries with the remainder of the field (which should help compensate for the removal of the internal hedgerow as well as softening the visual impact of the development in wider views), with other measures secured as necessary to ensure that there is a net biodiversity gain.
- A new public footpath will be provided. to connect the eastern end of the site to the lane serving Mitchell’s Row to enable easy access to the public right of way network via footpath WN 19/58.
- A drainage strategy will be required to ensure that the development will manage surface water runoff and not increase flood risk off-site.
- Mitigation measures are secured as necessary to demonstrate phosphorus neutrality.



Barns at North Town Farm (NCY14)

11.63 This site consists of 3 barns at North Town Farm off Higher North Town Lane, which the landowner proposes to convert into residential dwellings. The concrete yard to the west is used for agricultural storage (in separate ownership) and was also suggested for potential development but is considered less suitable for development and has not been proposed for allocation in this Plan.

11.64 Whilst not Listed, the barns are of some age and contribute to the character of the area, therefore their conversion (as opposed to replacement) would be desirable if this is practical. Care will also need to be taken in relation to the privacy and amenity of the occupants of the existing dwelling. The only other notable constraint is the potential for surface water flooding, which is indicated on the Environment Agency maps as low risk and mainly impacting the access and land to the north.



POLICY 20. BARNs AT NORTH TOWN FARM

The Barns at North Town Farm, as shown on the policies map, is allocated for up to 3 dwellings through the conversion or sympathetic replacement of the existing barns, in line with Policy

10. Conversion is to be preferred unless it can be demonstrated that there would be significant sustainability benefits in their replacement (taking into account embodied energy) that clearly outweigh the loss of these non-designated heritage assets.

Barns at Hill Farm (NCY19)

11.65 The site is part of Hill Farm, south of the junction with Lower North Town Lane. It contains a large barn east of Cary Road in North Town that could be converted into 2 dwellings, using the land within the walled area to the south side for private amenity / garden space. This should utilise the existing access (rather than create a new access further to the south).

11.66 Whilst not Listed, the barns are of some age and contribute to the character of the area, therefore their conversion (as opposed to replacement) would be desirable if this is practical.

POLICY 21. BARNs AT HILL FARM

The Barns at Hill Farm, as shown on the policies map, are allocated for up to 2 dwellings through the conversion or sympathetic replacement of the existing barns, in line with Policy 10. Conversion is to be preferred unless it can be demonstrated that there would be significant sustainability benefits in their replacement (taking into account embodied energy) that clearly outweigh the loss of these non-designated heritage assets.



Business & Employment

In order to retain the open character of the Local Green Gap, the extension of the garden area (including any incidental outbuildings) will not be supported within the defined gap.

Employment

11.67 Policy 12 in section 8 of this plan deals with the possible future extension of the North Cadbury Business Park.

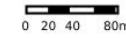


12. GALHAMPTON

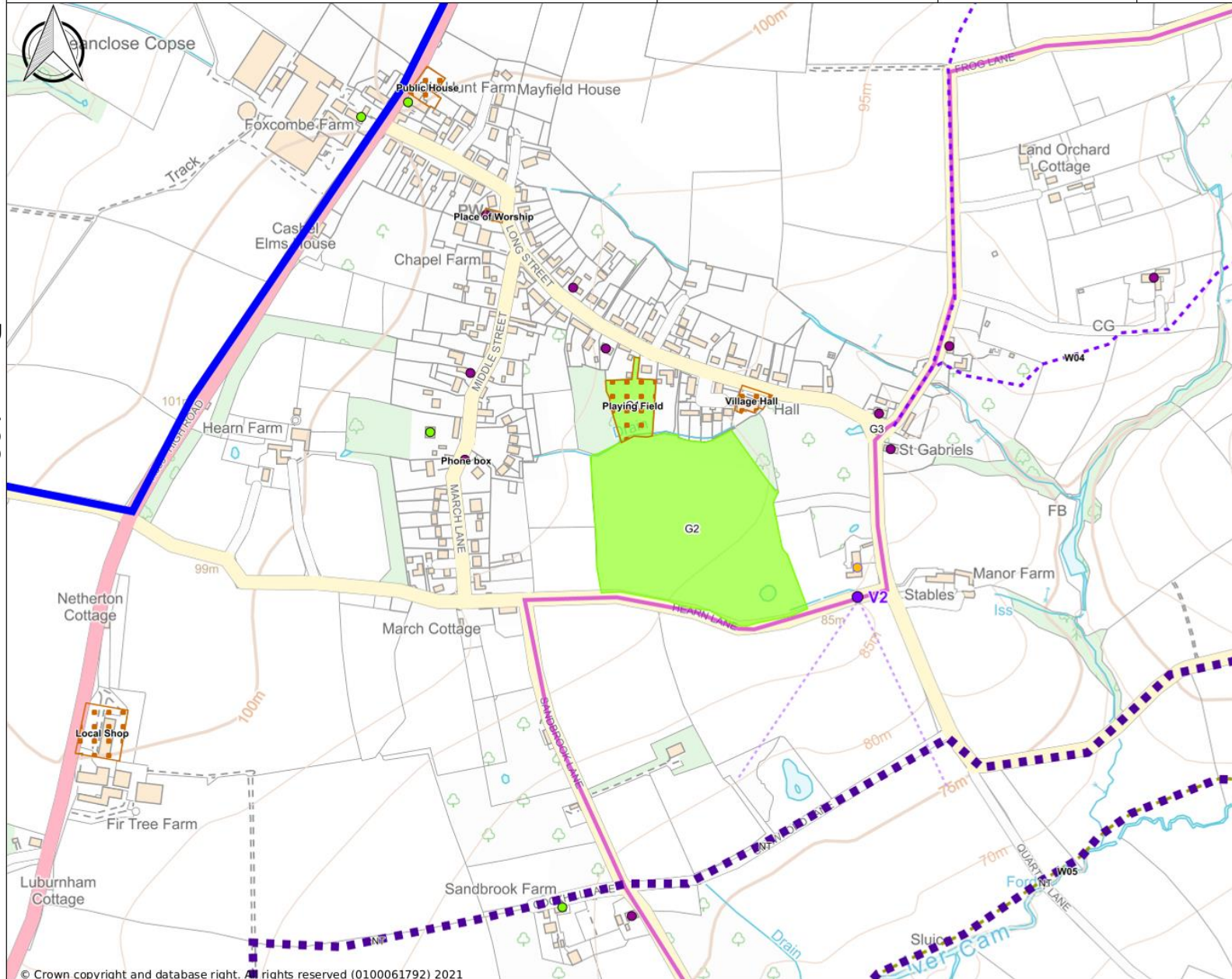
Map 8 - Galhampton Area

North Cadbury

Author:
Date: 11/11/2021



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Neighbourhood Plan Area

Local Historic Buildings

- Local
- Grade II Listed
- Grade II * Listed

Quiet lanes and key PROWs

- - - W04
- - - W05
- ◆ NT
- Sustrans Cycle Routes

Community Facilities



Local Green Spaces



Viewpoints





INTRODUCTION

12.1 Galhampton is the second largest village in the Neighbourhood Plan area, with about 175 properties in its vicinity and an estimated population of about 340 residents. It has a reasonable range of facilities including a modern village hall, playing field, pub and chapel, and there is a local shop / country store close by (although there is no safe walking route along the main road) and regular bus service.

12.2 The adopted Local Plan considers Galhampton to be a rural settlement which, like North Cadbury, could accommodate further housing to meet local needs. This may change under the new Local Plan, which may place further limits on housing growth, potentially restricting this to affordable housing only, due to the limited range of facilities. Whilst some of the respondents looking to move home would want affordable housing, more were looking for open market housing, particular small (1 – 2 bedroom) bungalows.

12.3 Key attributes valued by its local residents are the character of the village and countryside, the peace and tranquillity of the area, and the sense of community. Their main concerns were with reference to road safety, and desire to see the bus service improved (in terms of its frequency and access into the village). Local residents were not against further development in the village, the key proviso being that an acceptable site or sites for development could be found.

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THE HISTORIC CHARACTER OF THE VILLAGE

12.4 The village (or then hamlet) of Galhampton dates back to at least 1166. It had its own place of worship as early as 1761 when a site adjacent to the triangle was bought for a Mission Hall for the public and religious worship of non-conformists. The church in the centre of the village was built in 1877 and incorporated materials from the original chapel, which later became the United Reform Church until 1970. The village's history is closely linked to its position on the main road (which was a turnpike road in 1792), its cider production (it had a total of five public houses plus a cider-house in its recent history), and as a centre for the glove-making trade (with many dozens of women and children making gloves at home for a few pennies a dozen).



Heritage



Agecroft, March Lane

Layout

12.5 The village has a cluster of buildings around the pub and Foxcombe Farm on the A359, then runs east along Long Street to the junction with Middle Street, where you will find the church, and then both south down Middle Street and into March Lane and also continuing along Long Street in an easterly direction towards (but not quite reaching) the triangle, before turning south to Galhampton Manor and the Manor Farmhouse.

12.6 There has been significant infilling in the latter part of the 20th century, with built development now extending along the entire length of Middle Street / March Lane to its junction with Hearn Lane and infilling most of the gaps in Long Street. The Manor House however stands slightly apart from the main built-up area of the village, reflecting its historic status.

12.7 The lanes are very rural in character with no pavements or street lighting (accept for the single street lamp in The Paddocks).



Building Styles and Materials

12.8 Buildings in Galhampton are for the most part two storey with attics, typically of stone although under tile or slate roofs with brick chimneys and coped gables. Most are linear in plan, although Sandbrook Farm is double pile, and many are extended with mono pitch lean to extensions of C19 date. Historically there has been a mix of detached, semi-detached and short terraced properties (that may bend with the road alignment). The majority face onto the lanes, but these are interspersed with side-on properties and courtyard-like enclosures. Buildings are commonly set back behind gardens and stone boundary walls which are important streetscape characteristics.

Long House



12.9 Local marl is found in fields north of Galhampton and the soil is generally a fine sandy loam. The local stone quarry at Hadspen supplies coursed, random rubble walling stone, local Lias, Cary stone and Bath stone. As a result, many of the older buildings are built from local stone or rubble, with coursed and dressed ashlar. Whilst the vast majority of houses would have been roofed in combed wheat reed thatch, Agecroft

appears to be the only remaining thatched building in Galhampton, with most older buildings having had their roofs replaced with plain tile, double Roman pantiles or slate. Brick chimneys are commonplace.

POLICY 22. GALHAMPTON - BUILT CHARACTER

As a general principle, buildings within the vicinity of Galhampton should:

- a) **reinforce the generally linear, rural character of the settlement layout, avoiding back land estate-style development.**
- b) **have variation in plot size and orientation, but with the majority of buildings set back from the lane with hedgerow or tree planting to the front to reinforce the generally green characteristic of the lanes.**
- c) **include detached, semi-detached and small terraced properties of three dwellings, as well as courtyards, outbuildings and workshops in the form of traditional agricultural barns.**
- d) **use Cary, Lias or Bath stone as the predominant building material, mainly laid as coursed random rubble and dressed ashlar.**
- e) **use plain clay tiles, double Roman pantiles or slate as the predominant roofing material, and brick chimneys.**

Other materials and designs may be considered provided that they complement the tone, scale and form of the traditional buildings, and do not detract from the overall character of the village.



Notable Historic Buildings

12.10 In terms of Listed Buildings, **The Manor House** is the only Grade II* Listed building relating to (but sitting slightly apart from) the village. It is a fine example of a manor house and its overall scale and massing (5 x 4 bays, two storeys with attics) reflects its historic standing in the area.



The Manor House

12.11 The **Old Hunt Farmhouse**, beside the Orchard Inn on the east side of the A359 is Grade II Listed and dates from the 18th century. It was built of Cary stone. It would historically have been closely associated with Grade II Listed Foxcombe Farm, opposite.

12.12 **Agecroft** on March Lane is earlier still and is the only other Grade II Listed building in the village. As well as retaining its thatch, it also stands apart for its diamond pattern leaded light windows. Other historic, but undesignated, local buildings demonstrate the variety of building types and historic uses, ranging from traditional cottages to more prestigious homes, and an Arts & Crafts country house.

12.13 **Galhampton Church** is an obvious contender as a locally important building, both in terms of its age and cultural importance in the village – being used at one time as both church and village hall. **St Gabriel’s** was the original Mission Hall at the junction of Long Street and Frog Lane. The **K6 telephone box** in March Lane (now used as a book swap location and village information point) is another iconic part of the village’s history. On Long Street, both **Vine Cottage** and **Mancroft Farmhouse** provide good local examples of traditional stone farmhouses / cottages. **Triangle House** is another historic building and would formerly have been two cottages.

12.14 Outside the village, heading south along Sandbrook Lane towards North Cadbury, there are several older buildings, including **Sandbrook Farmhouse** (Grade II Listed), **The Registry House**, **Hewlett’s Mill** (also Grade II Listed, a former watermill and mill house, together with an old grain mill used until WW1), and **Bridge Cottage** (at the junction of Sandbrook and Corkscrew Lanes).



Bridge Cottage



12.15 The full list of historic buildings within or linked to Galhampton is included in Appendix 5, and these are also marked on the Policies Map.

IMPORTANT FEATURES OF THE ENVIRONMENT

12.16 Galhampton has a fairly low density of development, with many plots around 50m deep, allowing garden space for mature trees in and around buildings, and remnants of orchards within the networks of paddocks and fields close to the village.

Important Recreational walking routes and key views

12.17 Galhampton is particularly blessed with a significant number of public rights of way leading out from the village in nearly all directions. This provides local residents with a choice of almost unlimited short walks, although there is a notable lack of options to the south side of Hearn Lane (and linking to Galhampton Country Store).



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12.18 Paths off Frog Lane to east, west and north meet with networks of other paths, are very popular with residents of Galhampton. They include a circular walk, linking up to Small Way Lane and through Marylands Farm, and connect to the national trails, as well as many other alternatives. A lot of Galhampton residents also enjoy the Corkscrew Lane / Woolston Road circuit (see Table 1 in Chapter 6 for a more detailed description of important local walking routes).

12.19 There are many fantastic views from the footpaths and lanes across the area – particularly those across open farmland with Cadbury Castle visible in the distance, such as can be seen from Small Way Lane and also Hearn Lane. To the north of Galhampton there are also distant views of Glastonbury Tor to the north west, but these lie largely outside of the parish boundary.

Table 7. Galhampton: Key Views

Location	Direction	Description / Importance
V2 From Hearn Lane	Southerly	View over open farmland towards Cadbury Castle, most notably outside Grade II* Listed Manor House.



V9 From Small Way Lane	Southerly	View over open farmland towards Cadbury Castle, most notably from the Bench.
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Local green spaces

12.20 The rural setting of the village, including its remnants of orchards, is recognised and protected under Policy 5.

12.21 There were several important green spaces suggested by local residents, reflecting those places which they visit or pass through often. There are various remnants of orchards around the village, which are priority habitats for their scarcity and biodiversity at a national level, as well as ponds that are also important for wildlife.

Table 8. Galhampton: Local Green Spaces

Ref	Location	Main Reason for Designation
G1	Playing field, south of Long Street	Well used playing field and children's play area visited by children and parents for outdoor recreation.
G2	Field off Hearn Lane to the rear of Playing Field	Crossed by two well used footpaths and forming the backdrop to the Grade II* Listed Manor House, this field is particularly valued for its rural context and stunning views to the south. Occasionally used as overspill car park area for the village hall.
G3	The Triangle	A small but important green space reinforcing the rural character of the lanes, and the setting of the nearby buildings of local historic value.

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POLICY 23. GALHAMPTON – LOCAL GREEN SPACES

The following local green spaces should be protected from inappropriate development that would harm their character and reason for designation:

- G1 Playing field, south of Long Street
- G2 Field off Hearn Lane to the rear of Playing Field.
- G3 The Triangle

Flood Risk

12.22 In terms of local flood risk, there are areas to the north side of Long Street and also east of March Lane (just north of Hearn Lane) which are

shown as being potentially vulnerable to surface water flood risk. Not shown on the Environment Agency maps, but also known to flood, is a section of Frog Lane between Marylands Farm and Land Orchard Cottage.

12.23 Some of the flooding issues in recent years have been due to blocked drains. The area near the K6 Telephone Box and Agecroft suffered very badly from 2014-16 with the road being flooded to a depth of 50cm due to a blocked manhole that had not been cleared for 30 years. Blocked drains have also been the main cause of flooding along Hearn Lane to the junction with Long Street near the Manor - Galhampton residents now undertake to clear the drains in this area and eastwards along Hearn Lane on a yearly basis.



Community Services & Facilities

COMMUNITY SERVICES AND FACILITIES

12.24 Whilst Galhampton has a more limited range of facilities compared to North Cadbury, these all contribute towards the sense of community that came across strongly in our first consultation.

12.25 The potential need for further parking for larger events at the Village Hall was brought up through the Neighbourhood Plan process. This is only required on occasion and currently a local landowner provides occasional access to their field for use (and the local green space designation would not stop this occasional use from continuing).

12.26 A significant number of local residents suggested the need for an off-road route linking the village to the main road and Galhampton Country Store to connect with a possible new bus stop. Whilst an exact route will need to be subject to negotiation with the landowners, this is something that would clearly be supported.





Table 9. Galhampton: Community Facilities

Location	Main Use / Function
Galhampton Store	Country store including element of local convenience store.
Galhampton Village Hall	Able to be booked for a variety of events, from yoga and dance classes to business meetings and music sessions. There is a kitchen and sound and vision equipment available for hire.
Galhampton Church	Local church, providing place of worship
The Orchard Inn	Local public house
Telephone box	Operates as a local book exchange and village information point
Playing fields	Playing field & children's play area, designated as a Local Green Space

POLICY 24. GALHAMPTON – COMMUNITY FACILITIES

The following community facilities should be retained:

- Galhampton Country Store (as a local convenience store)
- Village Hall
- Church
- Public House
- Telephone box (as community book exchange)
- Playing fields

Proposals that provide new facilities, allow existing facilities to modernise and adapt for future needs, or to diversify in a manner that would support a new or improved community facility to become viable, will be supported. This is likely to include an improved footpath link to the main road / country store.

PROJECT 7. LOCAL BUS SERVICES

The Parish Council will work with local landowners to seek to secure an off-road footpath from the village to Galhampton Country Store and potential relocation of the bus stop.

FURTHER DEVELOPMENT

12.27 Whilst two small sites (one on March Lane the other south of Hearn Lane) were suggested by local landowners and consulted on during the preparation of this plan, these had mixed community support. Given that neither were proposing any locally affordable housing (which is likely to be a requirement under the emerging Local Plan) and the lack of clear community support, neither site has been included as an allocation in the plan. The main opportunities for development will therefore be through the conversion and possible extension of existing buildings, and the need for further development can be re-assessed when this plan is reviewed.



Housing



Business & Employment



13. YARLINGTON

Map 9 - Yarlington Area

North Cadbury

Author:

Date: 06/06/2022

0 40 80m



Neighbourhood Plan Area

Local Historic Buildings

- Local
- Grade II Listed
- Grade II * Listed

Quiet lanes and key PROws

- W04
- W05
- W06
- W07
- NT

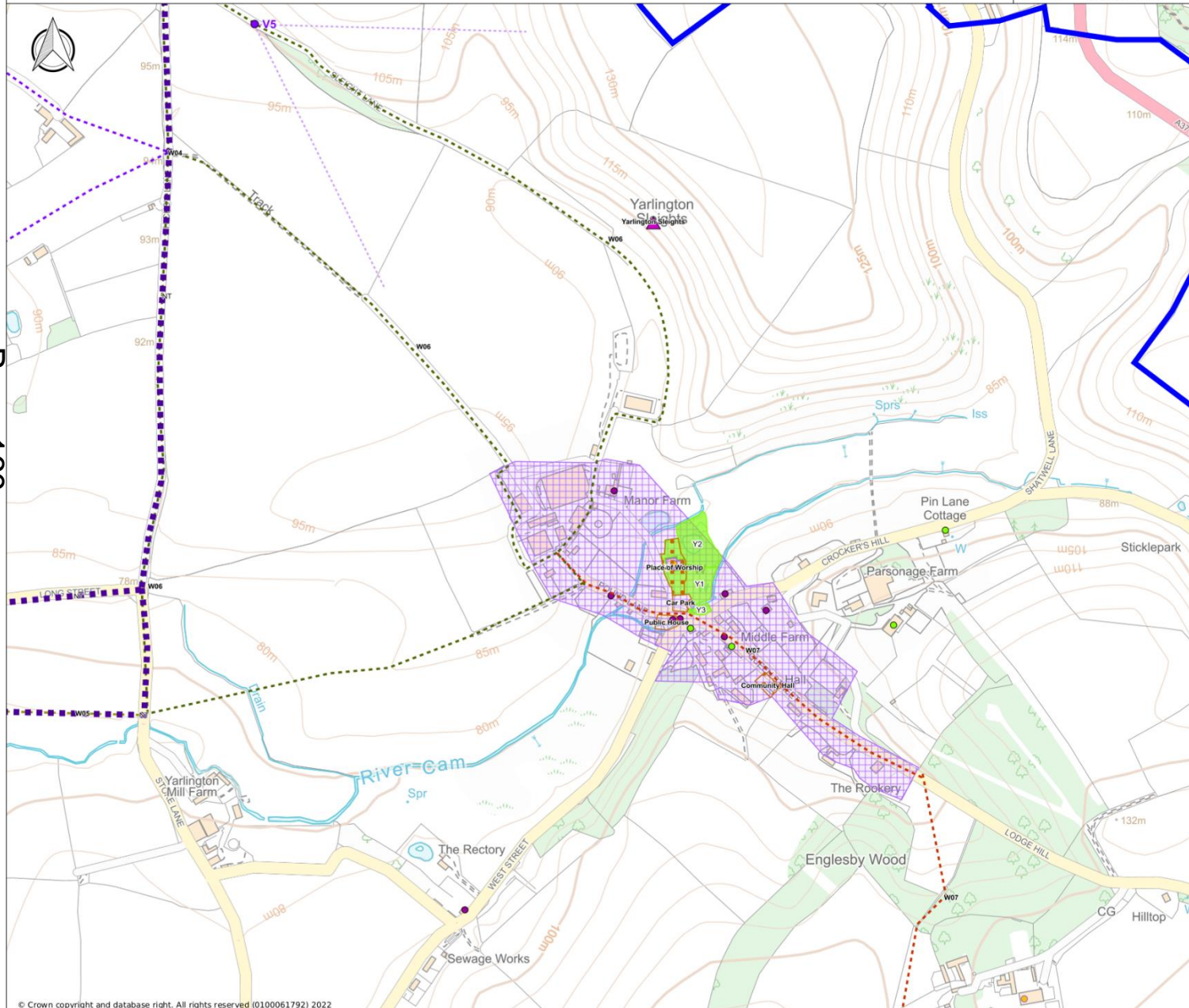
Community Facilities

Local Green Spaces

Key Landmark

Viewpoints

North Cadbury and Yarlington AHAP





INTRODUCTION

13.1 Yarlington village lies around the junction of four lanes and the upper stretches of the River Cam. It is a much smaller settlement than North Cadbury or Galhampton, with an estimated population of about 120 residents living within the village and in the wider parish. The village has a pub, church and village hall. It is about 1 mile from the main road (A371) and as such has no regular bus service.

13.2 The adopted Local Plan considers Yarlington to be a rural settlement which, like North Cadbury, could accommodate further housing to meeting local needs. This may change under the new Local Plan, which is looking to place further limits on housing growth in the smallest rural settlements that have comparatively few facilities, potentially restricting this to affordable housing only.

13.3 Key attributes valued by its local residents are the character of the village and countryside, the peace and tranquillity of the area, and the sense of community. Most local residents generally considered there was little need for further development. Whilst the winding rural lanes were a key attribute that most residents valued, their main concern was with reference to a lack of road maintenance (particularly the potholes).

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THE HISTORIC CHARACTER OF THE VILLAGE

13.4 Yarlington has a long history dating back to at least the mid 10th century, with records attributing it to Simon de Montague in 1313. Then Henry VIII granted it first to Catherine Howard and then Catherine Parr his last wife. There are a series of medieval lynchets on the west side of God's Hill and around Yarlington Sleights.

13.5 The church dates back to the 11th century, and around the church and Manor Farm are traces of a moat, possibly remnants of defences from Simon de Montague's time here. There are records of a Fair Ground west of the village, and a three-day fair held every August, which was first granted in Simon de Montague's time and continued until the turn of the 20th century. Yarlington's population was much higher than today in the early 10th century (with the parish population recorded at its peak of 301 in 1821), when it had three schools. As the population declined, the last school closed in 1938, the shop closed in 1942 and the post office in 1955.



Church of St Mary

13.6 Whilst the Manor House was believed to have originally been built behind the church, the current Yarlington House, built in about 1785, lies apart and to the south of the village. It is believed to have incorporated materials from the demolished Manor House.

13.7 The village is very much characterised by its farming lines, both for arable and pasture. Whilst there are no remnants of orchards around the village today, Mr Bartlett, the local miller, born in 1898, is believed to be the person who discovered the famous Yarlington Mill cider apple, as a 'gribble' growing out of the wall by the water wheel of his mill. This variety of fruit was subsequently distributed and planted in many other cider making orchards.

Layout

13.8 St Mary's Church stands in the centre of the village, where it stood with the manor in medieval times. The two ponds behind the Church and





in front of Manor Farm are remnants of a succession of fish ponds and possibly remnants of the earlier moat associated with the manor house.

13.9 The village branches out from the junction of four lanes to the front of the church: Crocker's Hill coming down into the village from the main road to the north-east; Pound Lane leading to the Manor Farm complex, West Street connecting through farmland to Woolston, North Cadbury and Galhampton, and South Street, now Lodge Hill, which runs off south-west, climbing up through woodland to the entrance to Yarlington House, then onto the Sherborne Road.

13.10 Most of the current houses date from the 18th or 19th centuries and appear on the Tithe Map. Houses are concentrated around the cross-roads with 20th century houses more noticeable on the approach from the west. All of the lanes are very rural in character with no pavements or street lighting, and property boundaries generally marked with low Forest Marble boundary walls.

Building Styles and Materials

13.11 The buildings are typically two storey cottages and farm buildings, either directly fronting onto the street (mainly but not exclusively eaves on, such as Middle Farm and Hill Cottage) or, in the case of some of the more prestigious buildings, set back in their own parkland or garden. The topography has had a clear influence on the plot patterns and layouts.

13.12 There is a good variety of materials, and although houses are generally of local stone with slate and plain clay tile roofs and brick chimney stacks. Only two dwellings, Pin Lane Cottage and part of Roselea on Lodge Hill, remain thatched, and Yarlington House is the only brick building. There are several examples of rendered buildings and timber cladding, and outbuildings using simple corrugated metal roofs.

13.13 There is one contemporary single storey building on Pound Lane by an international architect constructed from local stone with a parapet concealing a green roof.

POLICY 25. YARLINGTON - BUILT CHARACTER

As a general principle, buildings within the vicinity of Yarlington should:

- a) respect the focus of development around the four-way junction, with a linear pattern of development coming out of

the village in all directions.

- b) have variation in plot size and orientation, respecting the topography and space for planting to retain the verdant feel of the settlement.
- c) use Cary stone as the predominant building material, plain clay tiles, or slate as the predominant roofing material, and brick chimneys.

Other materials and designs may be considered provided that they complement the tone, scale and form of the traditional buildings, and do not detract from the overall character of the village.

Notable Historic Buildings

13.14 Key Listed Buildings include the **Church of St Mary**, which is Grade II* Listed, and has a Perpendicular south tower, facing the Stags Head Inn. The church is an important local landmark clearly visible from the main four-way junction that marks the centre of the village. The former rectory, now **Yarlington Lodge**, stands on Crocker's Hill to the south-east. Whilst less visible this is an imposing building of Cary stone ashlar under a slate roof.



13.15 **Pin Lane Cottage** on Crocker's Hill is Grade II Listed and dates back to 1800 and is built of Cary rubble stone, and as mentioned above is the only remaining thatched cottage. **Corner Cottage** on Queen Street



is slightly earlier still, built of Cary roughly coursed rubble under plain clay tiles. **Middle Farm** has rendered masonry under a plain clay tiled roof, with an adjoining stone barn.

13.16 Whilst **Yarlington House**, Grade II*, is associated with the village, it stands clearly apart from the built-up area and faces away from the main village within its own parkland setting (to its south side).



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13.17 Given the long history of the village there are many more historic (but unlisted) buildings locally. This includes the **Stags Head Inn**, which opened as a pub in 1850, **Manor Farm** reputedly built from the stables of the manor house, and rebuilt in 1875, the **Old Parsonage**, **Eastwood Farm** and several modest vernacular cottages: **Brookside Cottage**; **Rose Cottage**; **Well Cottage** and **Hill Cottage**. There is still an old **K6 telephone box** on the verge next to



Middle Farm, which is now used to house the community's defibrillator.

13.18 The full list of historic buildings within or linked to Yarlington is included in Appendix 5, and these are also marked on the Policies Map.

13.19 Given the surviving history of the village, it is perhaps surprising that it has not been designated as a Conservation Area. This was raised in the previous village plan and would need to be agreed by the District Council, who are responsible for such designations.

PROJECT 8. CONSERVATION AREA STATUS

To work with South Somerset District Council regarding the potential designation of parts of Yarlington as a conservation area

IMPORTANT FEATURES OF THE ENVIRONMENT

13.20 Yarlington has a fairly low density of development, with generous spacing and gaps between buildings allowing views out to the fields and woods beyond.



Environment





Important Recreational walking routes and key views

13.21 The most popular walk for Yarlington residents is to walk up onto Yarlington Sleights, with their clear historic feel (from the strip lynchets) and views across the village. However the connecting route east linking to the national trails and a number of possible circular walks (including coming back via the Sleights), and that to the south passing to the west side of Yarlington House and on to Woolston are also very popular with local residents. These are described in more detail in Chapter 6.

13.22 Whilst there are many fantastic views from the footpaths and lanes across the area, the views from along the Sleights are perhaps the most cherished and admired.

Table 10. Yarlington: Key Views

Location	Direction	Description / Importance
V5 Views from Yarlington Sleights	South-Easterly	Good views along the sleights. There are also views of the Sleights (a local landmark) from the surrounding area

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Local green spaces

13.23 There were several important green spaces suggested by local residents, linked to the centre of the village, the church and the area used for Yarlington Fringe Festival.

Table 11. Yarlington: Local Green Spaces

Ref	Location	Main Reason for Designation
Y1	Area SE of the church	Area used for the Yarlington Fringe / community events
Y2	Area by the pond	Tranquil sitting area . The pond is home to local wildlife and has some historic value being linked to the old Manor House (when it was situated near the church).
Y3	Swing Tree corner	A small but important green space at the focal point of the village, with tree swing for informal play.
Y4	St Mary’s Church grounds	Church graveyard and main setting of the Listed church and various tombs

POLICY 26. YARLINGTON – LOCAL GREEN SPACES

The following local green spaces should be protected from inappropriate development that would harm their character and reason for designation:

- Y1 Area round the church
- Y2 Area by the pond
- Y3 Swing Tree corner
- Y4 St Mary’s Church grounds

Flood Risk

13.24 In terms of local flood risk, the main areas at risk of flooding are either side of the River Cam, that flows behind (to the north side) of the church. There is a degree of run-off down Lodge Hill (mainly to the south side) and off the Sleights, but the main area known to flood is on farmland to the west side of the village.

13.25 Poor drainage maintenance has also resulted in flooding in two places on the road between A303 and A371 leading to Yarlington.



COMMUNITY SERVICES AND FACILITIES



Community Services & Facilities

13.26 Despites its relatively small population, Yarlington has retained a number of local facilities, with a relatively modern village hall, pub and church. It is also noteworthy for its bi-annual Yarlington Fringe Festival of Alternative Arts, using the areas around the church and by the ponds.

13.27 There were no pressing needs for new community facilities identified through the Neighbourhood Plan process.

Table 12. Yarlington: Community Facilities

Location	Main Use / Function
Yarlington Village Hall	Community hall with kitchen for meetings, private parties etc used for various activities such as yoga; Pilates; Tai Chi; art and table tennis
St Mary's Church	Local church, providing for worship
The Stags Head Inn	Local public house
Telephone box	Home to the community's defibrillator

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POLICY 27. YARLINGTON – COMMUNITY FACILITIES

The following community facilities should be retained:

- Village Hall
- Church
- Telephone box (housing the community's defibrillator)
- Public House

Proposals that provide new facilities, allow existing facilities to modernise and adapt for future needs, or to diversify in a manner that would support a new or improved community facility to become viable, will be supported.

FURTHER DEVELOPMENT

13.28 There were no sites in or around Yarlington proposed by local landowners for possible inclusion in this plan (the land around Yarlington Lodge that had been suggested by Emily Estates having been withdrawn before the options consultation was run). Therefore no sites are proposed for allocation.

13.29 The Emily Estate is a major landowner in the area, having acquired Hadspen House in 2013, turning it into a boutique hotel (now known as The Newt) then extending further to include Shatwell Farm and converting it into another smaller hotel (now known as The Farmyard). More recently, land was acquired to the east side of the village (either side of Crockers Hill / Shatwell Lane) to include Yarlington Lodge. Whilst the Estate withdrew its proposals for an events venue at Yarlington Lodge from the Neighbourhood Plan, and in August 2021 consulted on alternative plans to refurbish three of the existing buildings on the property (Yarlington Lodge, the Coach House and the Gardener's Cottage) in order to create three holiday homes for individual rental. The Parish Council welcomes early discussion on any proposals going forward, to ensure that they reflect the wishes of local residents as far as possible.

13.30 In summary, the main opportunities for development in Yarlington will be through the conversion and possible extension of existing buildings. The need for further development can be re-assessed when this plan is reviewed but given the Local Plan policies the scale of any future development will be limited.



Housing



Business & Employment

PROJECT 9. EMILY ESTATE PLANS

The Parish Council will work with the Emily Estate to ensure that the local community are fully engaged and informed about any future plans for Yarlington Lodge and associated land.



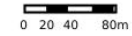
14. WOOLSTON

Map 10 - Woolston area

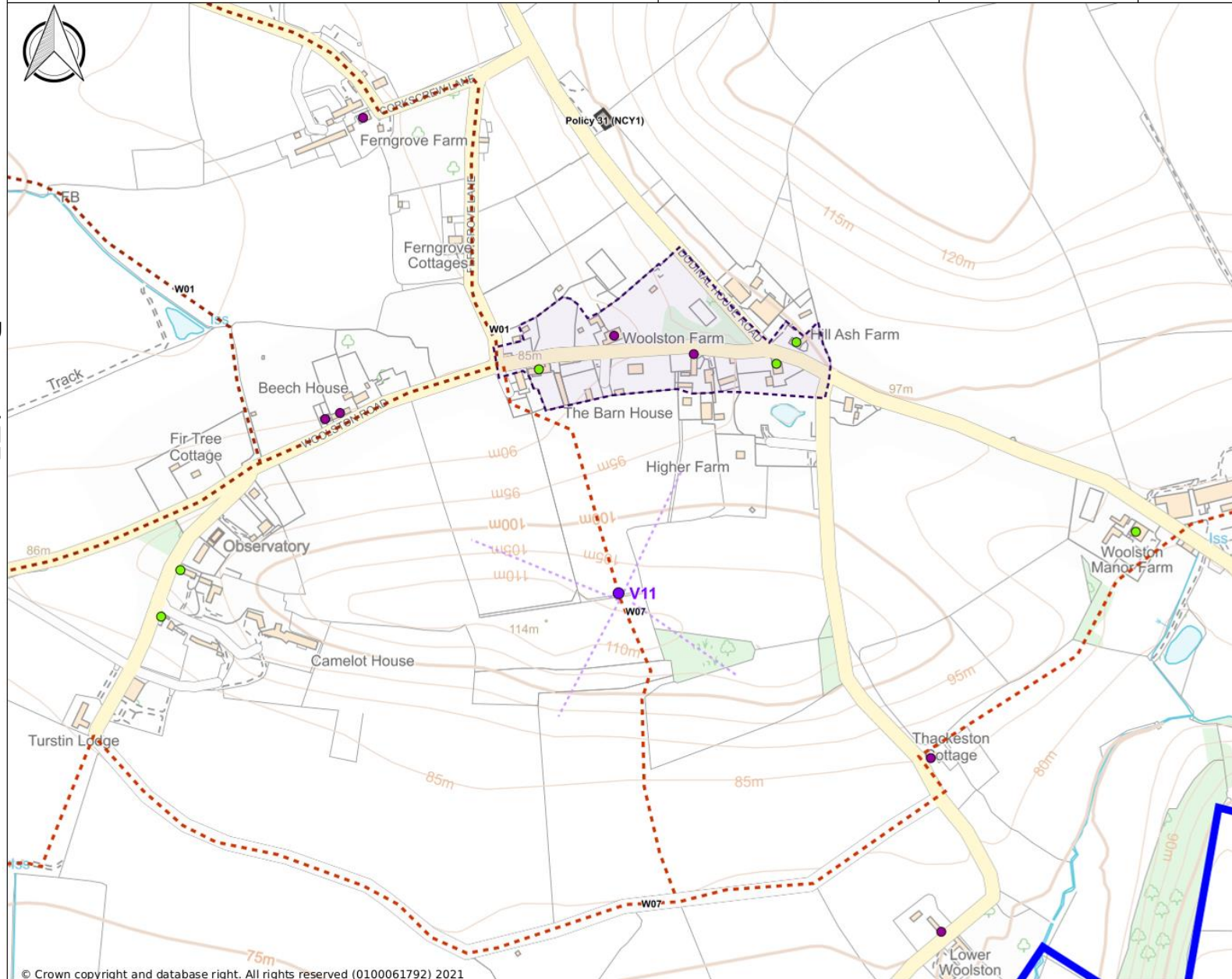
North Cadbury

Author:

Date: 11/11/2021



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Site Allocations



Local Historic Buildings

- Local (purple dot)
- Grade II Listed (green dot)

Conservation Area



Quiet lanes and key PRoWs

- W01 (dashed orange line)
- W07 (dashed orange line)

Viewpoints



Neighbourhood Plan Area





INTRODUCTION

14.1 Woolston is based around a number of farms and smallholdings. There are about 60 properties in and around Woolston, and it is perhaps more accurately described as a hamlet rather than a village.

THE HISTORIC CHARACTER OF THE HAMLET

14.2 At the turn of the century (in the Records of Yarlington by TE Roger), Woolston was described as ‘a hamlet 1 mile east, noted for cider.’ It was also known to be a thriving flax growing area in the late 18th century. It is recorded in the Domesday Book as Ufetone.

14.3 At Lower Woolston there are remnants of a medieval settlement with irrigated field systems and earthworks indicating the placement of houses and other built features to the south. The site of the medieval settlement has been designated as a scheduled monument, and there is a suggestion that the remains of stone walls in the farmyard of Lower Woolston Farm may be the remains of an early church or chapel related to this earlier settlement.

Layout

14.4 The settlement pattern is largely linear in its form, relatively well spaced out with clusters around the farms.

Building Styles and Materials

14.5 The houses are generally of two storeys, but Higher Farm has an attic floor with windows fronting Dodinal House Road. The majority of

houses are set back from Woolston Road behind front gardens and are eaves onto the street, although the cottages and smallholdings on the lane below Woolston Road are built hard onto the lane as this plunges down and emerges as the eastern boundary to the parish.

14.6 Light and dark blue marl naturally occurs at

Woolston otherwise the geology is similar to North Cadbury, Galhampton and Yarlington. There is a greater proportion of thatched buildings in Woolston compared to the other three settlements, and at least one cob building, identifiable from the appearance of battered walling, rendered as can be seen at Elm Tree Cottage.

14.7 Buildings are of cob, stone, coursed rubble or square cut Cary stone under thatch, slate, and plain tiled roofs, mostly with casement windows under timber lintels. Porches are generally of thatch or slate. Ferngrove Farm has traditional sliding sash windows which are uncharacteristic of the area.

POLICY 28. WOOLSTON - BUILT CHARACTER

As a general principle, buildings within the vicinity of Woolston should:

- a) respect the pattern of well-spaced linear development and farmyard clusters.
- b) reinforce the predominantly agricultural character of the community with forms reflecting traditional agricultural barns and farm workers’ cottages.
- c) use cob, stone, coursed rubble or square cut Cary stone under thatch, slate or plain tiled roofs with brick chimneys, and casement windows under timber lintels.

Other materials and designs may be considered provided that they complement the tone, scale and form of the traditional buildings, and do not detract from the overall character of the hamlet.

Notable Historic Buildings

14.8 There are 6 Listed building entries in Woolston (all Grade II), including Woolston Manor Farm House in Yarlington parish, and a similar number of important local buildings.

14.9 Within the Conservation Area, **Old Manor Farmhouse** of local rubble stone and thatch is dated 1770 (and was formerly 3 cottages which housed The Stores). **Higher Farm** is built of local stone, dating back to the 17th century and largely unchanged since 1900, with a double roof plan under Welsh slate. **Hill Ash Farm** opposite dates from 1766 and is of square cut Cary stone under thatch and is noted for its group value with Higher Farm.



Old Manor Farmhouse



14.10 Within the Conservation Area there are two further buildings of particular note: **Woolston House**, a 'Genteel Country Residence', with its former stables and coach house behind high boundary walls and gates; and **Woolston Farm** (previously part of the Askew Estate in 1839) of local rubble stone under plain clay tiles and Bridgewater double Romans.

14.11 Heading west along Woolston Road, **Horseshoe Villas** of 1846 and adjacent **Horseshoe Cottage** (formerly 3 cottages) are of local historic importance. The lane splits with a track heading south (which circles back towards Lower Woolston Farm) passing both the Listed **Elm Tree Cottage**, which is rendered and thatched, and **Camelot Cottage**, of Cary rubble stone under thatch, both dating back to the 1700s. A cob cottage formerly occupied the space between these two Listed buildings.



Horseshoe Cottage



Camelot Cottage

14.12 Heading east, **Woolston Manor Farm House** is a large early 19th century villa, rendered and lined out to resemble ashlar under a slate roof. The current house replaced an earlier manor house on the same site (of which the cottage beside the house was the west wing).

14.13 To the south, heading towards Blackford, you pass **Thackeston Cottage** which is of local historic interest and includes a squinch (for carts to turn). **Lower Woolston Farm / Barn** incorporates what are believed to be the remnants of the earlier chapel on this site, in the stone around

the door and sitting room fireplace. The roof has been raised to accommodate space in the attic.

14.14 **Ferngrove Farm**, a 19th century villa with stone dressings on Ferngrove Lane (previously Verngrove), was known to have been occupied by prize medal cider growers.

14.15 The full list of historic buildings within or linked to Woolston is included in Appendix 5, and these are also marked on the Policies Map.

IMPORTANT FEATURES OF THE ENVIRONMENT



Environment

14.16 In addition to the scheduled medieval settlement remains, Woolston also has a Holloway (or sunken lane) that extends along Stoke Lane and Dodinal House Road before plunging down to Woolston Manor Farm House.

Important Recreational walking routes and key views

14.17 The most popular walk for Woolston residents is the Corkscrew Lane / Woolston Road circuit, although the link to Yarlington and the national trails are also well used.

14.18 Whilst there are many fantastic views from the footpaths and lanes across the area, the views from Dampier's Hill are particularly outstanding.





Table 13. Woolston: Key Views

Location	Direction	Description / Importance
V11 Hill Top on footpath 19/91, west of Woolston	All directions	Good all-round views including towards Cadbury Castle and Beacon Hill (to the south west) and Glastonbury Tor in the far distance (to the north west)



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Local green spaces

14.19 There were no significant local green spaces suggested by local residents that would warrant designation as a Local Green Space.

Flood Risk

14.20 In terms of local flood risk, there has been some flooding by Rose Cottage at the junction of Ferngrove Lane with Woolston Road, and also historically on the stretch of Woolston Road heading towards North Cadbury (this should reduce now that the drains have been cleared).

COMMUNITY SERVICES AND FACILITIES



Community Services & Facilities

14.21 There are no community facilities in Woolston, which is dependent on North Cadbury for its local needs. It is unlikely that Woolston will have a sufficiently large population to support a new facility; however, should the community identify a specific need and a viable plan for a new facility this should be supported.

POLICY 29. WOOLSTON – COMMUNITY FACILITIES

Proposals that would provide a community facility within the hamlet to meet an identified need and can demonstrate that it is likely to be viable, will be supported.

FURTHER DEVELOPMENT

14.22 The modern farmyard north of Hill Ash Farm off Dodinal House Road was granted planning permission in 2020 (reference 20/00787/FUL) for the redevelopment of the farmyard to provide six new dwellings (in lieu of the permitted development rights for conversion to two dwellings and an apart hotel). This is a significant scale of development in terms of the size of Woolston.



Housing

14.23 Two further sites were suggested by local landowners and consulted on during the preparation of this plan. The conversion / replacement of a barn slightly further to the north of Woolston has been included in this plan. The other greenfield site to the west of Woolston was assessed as unsustainable and had little community support.

14.24 Other opportunities for development will be limited, although the conversion and possible extension of existing buildings may come forward under Policy 10. The potential to allocate sites can be re-assessed when this plan is reviewed but, given the Local Plan policies, the scale of any future development will be limited.

Barn off Stoke Lane (NCY1)

14.25 The site is occupied by a modern agricultural barn and has been proposed for 1 dwelling. The site is relatively isolated in the open countryside near Woolston but could potentially come forward as permitted development during the course of the plan period. For this reason, it is reasonable to allocate the site as it may be more appropriate



to replace rather than convert the building in order to achieve a dwelling that is both energy efficient and in keeping with the rural character of the area.

POLICY 30. BARN OFF STOKE LANE

The Barn off Stoke Lane, as shown on the policies map, is allocated for 1 dwelling through its conversion or sympathetic replacement, in line with Policy 10.

GLOSSARY

AECOM – a large multinational planning and environmental services organisation who have been commissioned by Locality to provide technical support to communities developing their neighbourhood plans.

Affordable Housing (is defined fully in the National Planning Policy Framework and summarised below) basically means housing for sale or rent, for those whose needs are not met by the market (including housing that provides a subsidised route to home ownership and/or is for essential local workers). It also has to meet certain conditions, that relate to its cost and availability. It includes social rented and affordable

rented homes, first / starter homes, discounted market homes, shared ownership and other products. In general it is expected that the homes will remain at an affordable price for future eligible households, or where there is a right to buy, that the funds generated from the sale will be put towards future affordable housing provision.

Conservation Area - an area designated under Planning (Listed Buildings and Conservation Areas) Act 1990 as being of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance.

Community Infrastructure Levy - a planning charge used to help fund infrastructure to support the development of an area, administered by Somerset District Council as the Local Planning Authority.

Development Plan – one or more documents setting out the policies and proposals for the development and land use of an area – normally comprising a Local Plan / Core Strategy, Minerals and Waste plans and Neighbourhood Plan

Eligible persons (in the context of Affordable Housing) mean a person or persons aged 18 or over who has a Local Connection and is unable to secure or sustain permanent accommodation suitable for their needs in the open housing market within the Neighbourhood Plan Area.

Flood Risk Assessment – accompanies a planning application and is used to consider the likely risks and mitigation required in relation to all forms of flooding (river, surface water, groundwater).

Listed Building – buildings of special architectural or historic interest listed by the Secretary of State for Culture, Media and Sport on the advice of Historic England. Graded I II* and II to indicate their relative importance.

Local Connection means:

- Residence in the Neighbourhood Plan Area for periods totalling at least three of the last ten years, excluding residence in a hospital, care home, holiday let or prison; OR
- Permanent employment or a permanent workplace within the Neighbourhood Plan Area for at least three years of the last ten with a minimum of sixteen working hours per week; OR
- A close relative (parent sibling or other dependent relative requiring care and support) living in the Neighbourhood Plan Area and who has done so throughout the whole of the past five years; OR
- Such other special circumstance which the Registered Provider, District and Parish Council (each acting reasonably and properly) agree create a significant connection to the Neighbourhood Plan Area, such agreement to be documented in writing.

Local Planning Authority – the body (in our case South Somerset District Council) responsible for formulating the Local Plan, controlling development through determining planning applications and taking enforcement action when necessary.

Locality – organisation providing support to neighbourhood planning groups on behalf of central Government.

National Planning Policy – the main documents containing national planning policy set out by Government, primarily the National Planning



Policy Framework and Ministerial Statements. There is also online National Planning Policy Guidance which provides additional detail / guidance on certain topics and procedures.

Neighbourhood Plan Area is the combined parishes of North Cadbury and Yarlington.

Permanent and substantial construction means that a building is not the subject of a temporary consent and not derelict or with more than 50% of the side walls left open, constructed with temporary or short-life materials, or built without proper foundations.

Public Right of Way are all highways in law, but the term 'public rights of way' is generally used to cover more minor highways, including:

- Footpaths - over which the public has a right of way on foot only
- Bridleways - over which the public has a right of way on foot, horseback and on a pedal cycle (including mountain-bikes)
- Restricted byways - a highway over which the public is entitled to travel on foot, horseback and with non-mechanically propelled vehicles (such as pedal cycles and horse-drawn vehicles).
- Byways - a byway open to all traffic (BOAT) is a highway over which the public is entitled to travel on foot, horseback or pedal cycle and by wheeled vehicles of all kinds, including mechanically

propelled vehicles, but which is used by the public mainly for walking or for riding. Most of these highways do not have a surface suitable for ordinary motor traffic.

Other types of public access route include cycle tracks and permissive paths (where the public is allowed to use it with the permission of the land owner).

Ramsar site is a wetland site of international significance, protected under an international convention originally agreed in Ramsar in 1975.

Scheduled Ancient Monument is a structure of national importance scheduled by the Secretary of State for the Environment under the Ancient Monuments and Archaeological Areas Act 1979

Sustainability Appraisal / Strategic Environmental Assessment – a formalised, systematic and comprehensive process of evaluating the environmental impacts of a policy, plan or programme and its alternatives.

Sustainable Drainage Systems (SuDS) are drainage systems that have been designed to manage stormwater locally (as close its source as possible), to mimic natural drainage and encourage its infiltration, attenuation and passive treatment.

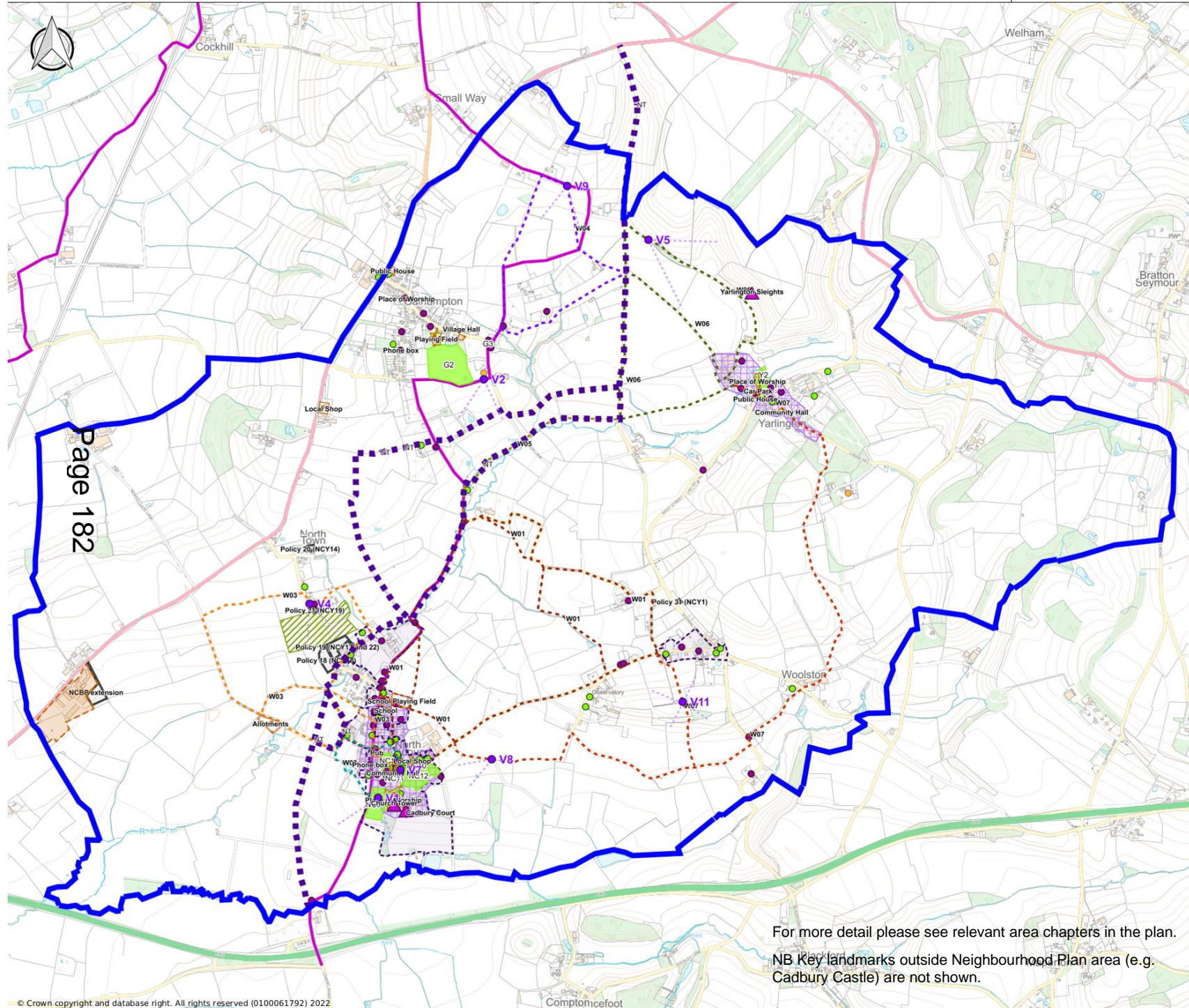


SUPPORTING DOCUMENTS

Documents will be made available on the Neighbourhood Plan website <https://www.northcadburyneighbourhoodplan.org.uk/documentation.php> unless otherwise linked below

- **Basic Conditions Statement**, Dorset Planning Consultant Ltd for North Cadbury & Yarlington Parish Council, November 2021
- **Community Plan**, North Cadbury & Yarlington Parish Council, 2017
- **Consultation Statement**, North Cadbury & Yarlington Parish Council Working Group, November 2021
- **Future Homes Standard**: 2019 - Summary of consultation responses received and Government response, MCHLG, January 2021
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/953791/Government_response_to_Future_Homes_Standard_consultation.pdf
- **Landscape of South Somerset**, South Somerset District Council, 1993 <https://www.southsomerset.gov.uk/media/1386/the-landscape-of-south-somerset.pdf>
- **Local Green Space and Views Assessments**, North Cadbury & Yarlington Parish Council Working Group, November 2021
- **National Character Area profile**: 140. Yeovil Scarplands, Natural England, 2014 <http://publications.naturalengland.org.uk/publication/5731196449325056>
- **National Planning Policy Framework (NPPF)**, MHCLG, July 2021 <https://www.gov.uk/guidance/national-planning-policy-framework>
- North Cadbury & Yarlington Neighbourhood Plan - **Habitats Regulations Assessment**, AECOM, August 2021, incorporating **Nutrient Budget and Mitigation Options: Technical Note**, AECOM, November 2021
- North Cadbury & Yarlington Neighbourhood Plan - **Heritage Impact Assessment**, AECOM, July 2021
- North Cadbury & Yarlington **Housing Needs Assessment**, AECOM, October 2020

- North Cadbury & Yarlington Neighbourhood Plan **Site Options and Assessment** Final Report, AECOM, October 2020 and Supplementary Report, August 2021
- North Cadbury & Yarlington Neighbourhood Plan **Household Survey Results**, Dorset Planning Consultant Ltd and North Cadbury & Yarlington Neighbourhood Plan Group, 2020
- North Cadbury **Conservation Area Appraisal**, South Somerset District Council, 2013
<https://www.southsomerset.gov.uk/media/2658/north-cadbury-conservation-area-appraisal.pdf>
- North Cadbury Neighbourhood Plan **Heritage Assessment**, Kim Sankey of Angel Architecture Ltd, August 2020
- **Parking Strategy**, Somerset County Council, September 2013
<https://www.somerset.gov.uk/roads-and-transport/transport-strategy/>
- **South Somerset Council Plan 2020-24**, South Somerset District Council, February 2020 <https://www.southsomerset.gov.uk/media/3213/council-plan-20-21.pdf>
- **South Somerset Employment Land Evidence**: Long Term Economic Forecasting and Implications for Employment Sites and Premises, report by Hardisty Jones Associates for SSDC, November 2018 https://www.southsomerset.gov.uk/media/1325/long_term_-_economic-forecasting-addendum_1-nov-18.pdf
- **South Somerset Environment Strategy**, South Somerset District Council, October 2019 <https://www.southsomerset.gov.uk/media/2690/environment-strategy-document-3-final.pdf>
- **South Somerset Local Plan 2006 -2028**, South Somerset District Council, March 2015 <https://www.southsomerset.gov.uk/your-council/your-council-plan-and-strategies/planning-policy/local-plan/>
- **Strategic Environmental Assessment** for the North Cadbury & Yarlington Neighbourhood Plan, AECOM, July 2021



Neighbourhood Plan Area

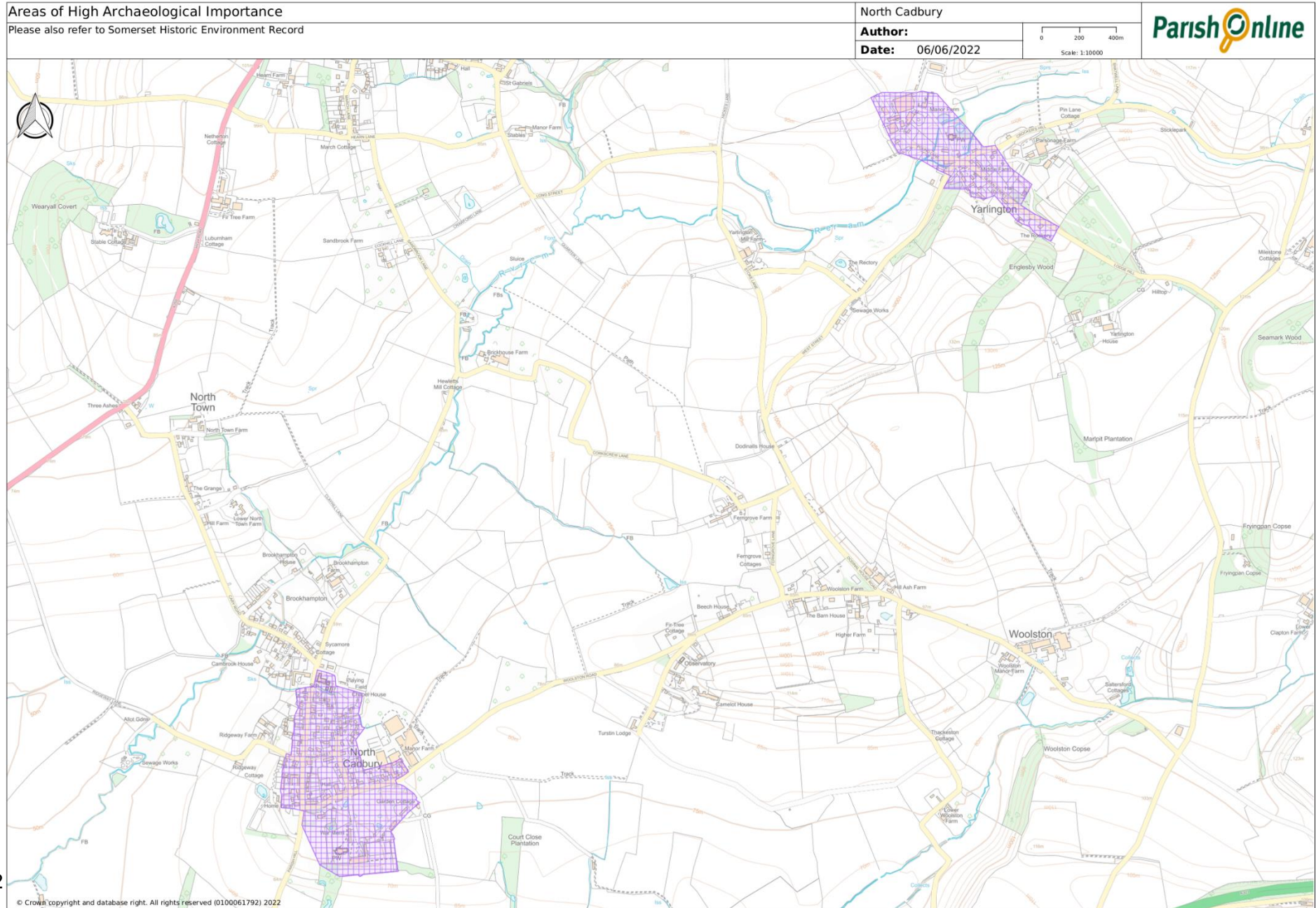
- Neighbourhood Plan Area**
- Site Allocations**
- North Cadbury Business Park (as existing)**
- Community Facilities**
- Local Historic Buildings**
- Local
- Grade II Listed
- Grade II * Listed
- Grade I Listed
- Conservation Area**
- North Cadbury and Yarlington AHAP**
- Quiet lanes and key PRoWs**
- W01
- W03
- W04
- W05
- W06
- W07
- W02
- NT
- Sustrans Cycle Route
- Green Gap**
- Local Green Spaces**
- Key Landmark**
- Viewpoints**
-

For more detail please see relevant area chapters in the plan.
NB Key landmarks outside Neighbourhood Plan area (e.g. Cadbury Castle) are not shown.



APPENDICES

APPENDIX 1 – AREAS OF HIGH ARCHAEOLOGICAL POTENTIAL





APPENDIX 2 – GOOD EXAMPLES OF RECENT BUILDING DEVELOPMENT

The Courtyard and Ridgeway complex, Cary Road, North Cadbury

This has been a phased development of the former farm buildings and associated land north of Home Farm, with plans dating from 2003 – 2005 (including planning ref. 05/02442/FUL and 05/02457/FUL).



This used simple vernacular forms to form a new street with a range and mixture of property types, and the use of local stone, coloured iron-based render with dressed stone detailing and timber or stone lintels. Clay tiles and slate were used for the roofs. The different property types and scales provided opportunities for one-, two- and three-bedroom homes (including properties subdivided to form flats). Details such as material and external finish to be used for all windows, boarding, eaves / facias and guttering / downpipes were all required for approval prior to works being carried out. The view out to the countryside was also retained through the access onto the adjoining fields. In terms of sustainability, the orientation helped to maximise solar gain, and a biomass heating system was also proposed (which was possible given the scale of development).

New properties by Galhampton Stores / Turstin Court



This small close of three dwellings was the result of the redevelopment of two existing agricultural barns that was first approved under permitted development rights in 2016, and then given full permission as replacements in early 2018 (under planning ref. 17/04587/FUL).

The revised scheme was better than conversion, as the building could be of a more modest size than the original barns and use traditional materials with natural stone and clay brick elevations and some timber cladding with roofs of natural slate and clay tiles. The houses were laid out to replicate converted traditional barns set around a ‘farmyard’ setting. The barns that were replaced were of no architectural or historic merit, but much of the brick from the demolished single storey barn was recycled and reused in the scheme.

Whilst there was limited scope for landscape planting (given the coverage of the existing buildings and hardstanding), a native species hedgerow with trees has been planted on the north boundary to screen the neighbouring commercial buildings, and apple trees are to be planted alongside the vehicular access. Being in quite a rural location, the external lighting is operated by PIR sensors and shielded to prevent light pollution to the night sky. Parking is within a gated entrance so should have little visual impact, and an electric charging point has been installed.

Village Hall, Long Street, Galhampton

The demolition and replacement of the village hall was largely dealt with in 2016 / 17 (planning ref 16/01121/FUL and minor amendments under 17/04364/S73).



The original building had been of no real design merit, constructed of reconstituted stone, so its replacement provided an opportunity to use natural stone, whilst keeping costs reasonable through the use of render to the side elevations and a weatherboard frontage, designed to blend in with residential properties nearby. Vehicular and pedestrian access was also improved. Details of all construction materials, rainwater goods, eaves, facias and timber treatment had to be approved before work commenced, including boundary fencing and hardstanding areas.



Long Hazel Farm, Sparkford



This has been a phased development of 35 houses, including some affordable homes, on the south western side of Sparkford village, with plans dating from 2014 -2017 (including planning ref. 17/02044/FUL and 17/02045/FUL).

Whilst the scheme is larger than perceived from the road, the

architecture of the site is purposefully modest to blend with the surrounding dwellings in the village. There is a simple palette of three materials, reflecting the local stone (albeit reconstituted), brickwork and render. Roofs have chimneys of traditional proportions, and there is a variety of lean-to, pitched and canopy styles of varying heights which create interest and the appearance of having evolved over time.

A variety of timber constructed garages and car ports reduces the visual impact of cars parked throughout the development. The outermost dwellings address the existing roads to reflect the linear form of the village. To the west side of the site the homes were laid out in a farmyard style setting ensuring an attractive edge to the village against a backdrop of the tree belt.

Court View, South Cadbury

A small group of six houses on the edge of South Cadbury village based on plans dating from 2014 (in outline under planning ref. 14/00951/OUT then detailed matters 16/00748/REM).

The development matches the conventional vernacular form seen



in this village. There is a mixture of semi detached and detached houses, all two storeys, with double pitched roof and gable ends. and natural stone frontages with self-coloured rendered elevations. The design includes reconstructed stone heads to external openings, timber doors and windows.

The dwellings are positioned behind a hedge and there is also tree planting to soften the visual impact whilst maintaining substantial view over open countryside. On the opposite side of the access road two groups of car ports are located within an area landscaped with grass, shrubs and occasional trees to help soften the appearance of the buildings and parked cars.

Fisherman's Hut, Gods Lane, near Yarlington

The original house was demolished and replaced with a new family home set in the lower part of the site (planning ref. 17/03667/FUL).

The new two storey home has a separate garage/stable block and is situated in the bowl of the landscape which conceals it in views from the main A371. The property is built of stone with a slate roof and timber fenestration. The design reflects that of a period farmhouse similar to historic examples found locally. There is also a contemporary insert forming a glass roof walled garden room in what might have been a central courtyard area of an original house. Access to the property is via a gravel drive with dry stone walling in keeping with nearby properties.





APPENDIX 3 – LOCAL WILDLIFE SITES

Sites as identified by Somerset Environmental Records Centre:

Ref	Site / Location	Notes
ST62/110	North Cadbury Court Parkland, south of North Cadbury village	Noted as having an important assemblage of veteran trees
ST62/001	Wearyall Covert, south-west of Galhampton on the far side of the A359	An ancient semi-natural broadleaved woodland with a small area of conifer plantation
ST62/035	Wilford's Copse, to the south-west of North Cadbury on the parish boundary	An ancient semi-natural broadleaved woodland with streams
ST62/015	Woolston Copse, south-east of Woolston on the parish boundary	Ancient semi-natural broadleaved woodland.
ST62/078	Englesby Wood, on the southern edge of Yarlington	An ancient woodland site (long-established woodland known to have existed in a specific location since before 1600), with a mix of conifer and broadleaf plantation, and some semi-natural woodland.
ST62/066	Yarlington Park, slightly further to the south-east of Yarlington	An area of parkland
ST62/007, ST62/008, ST62/034	Seamark Wood, Marten's Close Wood and Gribb Woods to the south and east of Eastwood Farm, east of Yarlington	Linked woodland comprising ancient semi-natural broadleaved woodland and some broadleaved plantation.
ST62/009	Brixey Wood, on the eastern edge of the parish	An area of ancient semi-natural broadleaved woodland, with areas of conifer and broadleaved plantation and wet broadleaved woodland.
ST62/091	God's Hill Field, north of Yarlington	An area of unimproved and semi-improved calcareous grassland.

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The above sites are shown on the following map, together with sites and old trees identified through local knowledge. This is not a definitive list / map and therefore local survey work will be required to verify the presence of local wildlife and important local habitats.



Map 12. Local Wildlife Sites identified by Somerset Environmental Records Centre, plus locally identified areas with potential

Wildlife Sites and Important Trees

Other areas may be of similar interest subject to survey

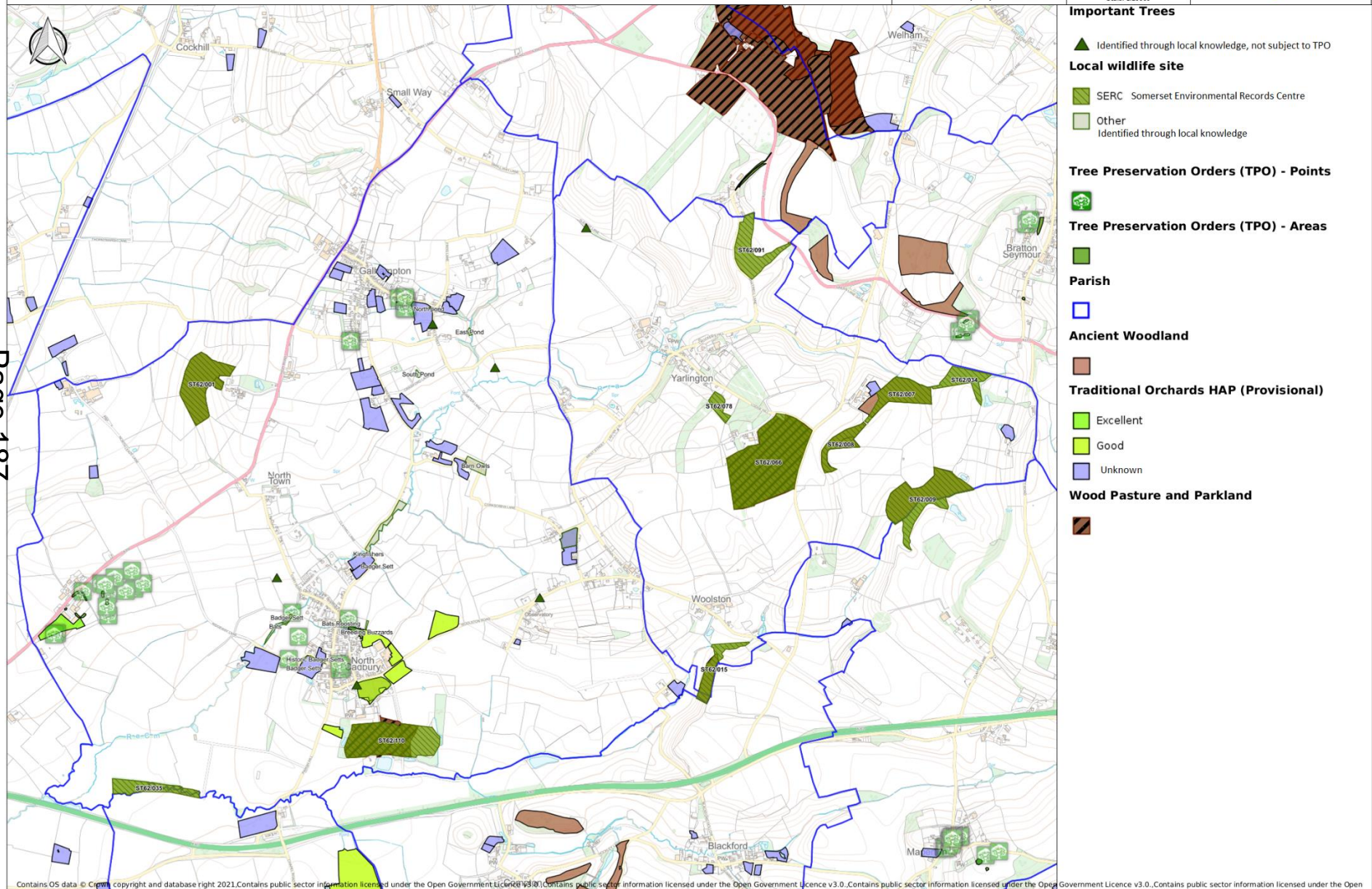
North Cadbury CP

Author:

Date: 21/06/2021

100 400m

Scale: 1:20000





APPENDIX 4 – EXTANT HOUSING SUPPLY

Ref	Location	Approval	No.	Notes
93/01654	Land OS 8229 Part Woolston Road	09-Sep-93	1	Agricultural workers dwelling house - building work started / extant
13/05190	Land South Down Ash Farm off A359 North Cadbury	26-Feb-14	1	Agricultural workers dwelling house - building work started / extant
16/00666	Land at Barn House, Woolston Road North Cadbury	15-Jul-16	1	Building work started / extant
17/04438	Vale of Camelot, Woolston, North Cadbury	03-Jan-18	1	Replacement of agricultural buildings
19/00722	Yarlington Mill Farm, Stoke Lane, Yarlington	07-Jun-19	2	Barn conversion
19/01879	Land OS 8000(Part) Sandbrook Lane, Galhampton	22-Aug-19	1	Barn conversion
19/02235	Land at North Town Farm Higher North Town Lane	15-Jan-20	5	Replaced earlier permission for 3 dwellings (barns)
18/03693	Harvester Works, Galhampton	07-Apr-20	8	Replaced earlier permission for 14 dwellings
20/00787	Land North off Hill Ash Farm Woolston Road	20-Jul-20	6	Replaced earlier permission for 2 dwellings (barns)
20/01186	Building and land at Sandbrook Lane, Galhampton	28-Jul-20	1	Barn conversion
Total			27	

APPENDIX 5 – HISTORIC BUILDINGS

The following tables list and describe the main historic buildings associated with the various settlements in the parishes, including Listed Buildings and other historic buildings identified through the Neighbourhood Plan (as undesignated heritage assets).

- Grade I, II* and II Listed = noted in the National Heritage List for England (NHLE) <https://historicengland.org.uk/listing/the-list/>
- HA = noted in the Heritage Assessment https://www.northcadburyneighbourhoodplan.org.uk/data/uploads/259_1672378757.pdf

- CAA = noted in the Conservation Area Appraisal <https://www.southsomerset.gov.uk/media/2658/north-cadbury-conservation-area-appraisal.pdf>
- HER = noted in the Somerset Historic Environment Record <https://www.somersetheritage.org.uk/>
- SMB = noted in Sam Miller’s book “From Parson’s Quarter to Purgatory: A History of North Cadbury, Galhampton and Woolston”, 1988



Table 14. North Cadbury and environs

Name	Grade / Source	Notes
Church of St Michael	Grade I	1178133. Dated 1417 with a west tower with a higher stair turret crowned by a polygonal pyramid roof, of local Lias with Doultling dressings
North Cadbury Court	Grade I	1178213. Manor house with an impressive Elizabethan north front added by Sir Francis Hastings and an irregular earlier C16 wing. A small part of the medieval house remains at the west end of the building. The roof of the old Hall in this wing still exists
21, Woolston Road	Grade II*	1056206. C15 origins, roadside portion C17, local stone roughly cut and squared, large stones to quoins; half-hipped thatched roof
10, High Street and 11, High Street	Grade II	1056201 / 1366411. Pair of C18/ C19 cottages of Lias stone cut & squared, rendered at first floor level under thatch
14, Cutty Lane	Grade II	1056198. Built in 1732, of rendered masonry under thatch, originally two cottage converted to one dwelling in 1948
2, Woolston Road and 3, Woolston Road	Grade II	1366415 / 1295189. C17 detached cottages of Lias stone under double Roman tiles
4, 5 and 6, Woolston Road	Grade II	1056207. C18 row of cottages, previously rendered under thatch
7 and 8, Woolston Road	Grade II	1178067. Pair of Lias stone cottages with clay tiles

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Name	Grade / Source	Notes
9, High Street	Grade II	1366410. 1733 rubble stone house under double Roman tiles
Brook Cottage	Grade II	1366392. Probably C17, local lias and Cary stone with Doultling stone dressings; double Roman clay tile roof. At one time a cider house called 'The Sun Inn', and has the second largest smoking chamber in the county
Brookhampton House	Grade II	1177970. 1776, modified C19. Cary stone roughly cut and squared, Doultling stone dressings; Welsh slate roof
Carpenters	Grade II	1056234. C18 of Cary stone under thatch
Former Stables North Cadbury Court	Grade II	1366381. 1715, has two-light mullioned and cross windows, and was converted for evacuees during WW2 and used as the YMCA training centre during the 1950's and 60's
Home Farmhouse	Grade II	1056207. C19 of red brick and clay tiles
Manor Farmhouse	Grade II	1056208. C18 and built of Cary stone with a plain tile mansard roof. Many of the outbuildings to the farm are also late C18 and of the same construction
Orchard And Woodforde Cottage	Grade II	1056202. Early C19 Cary stone ashlar with slate roofs, front boundary wall and return. Formerly the Dower House for Cadbury Court, now divided as two semi-detached properties.



Name	Grade / Source	Notes
The Dairy House (and Peacock Cottage)	Grade II	1056236. Dairy House C17 with Lias, Cary and Doultong stone and clay tiled roof and attached Peacock Cottage, also of stone and clay tile (previously thatched). The Dairy House Farm complex originally covered 36 acres and was part of the Cadbury Estate. It is listed in the 1877 auction particulars and included an orchard, arable, pasture and meadows along Ridgeway. The Cadbury Estate sold the Dairy House in 1955. Peacock Cottage was formerly the dairy and cheese making room, later used as school canteen for about 30 years.
Ridgeway Farmhouse	Grade II	1177974. Probably C17 stone and thatch, built at a time of change in agriculture in England and associated with the North Cadbury Estate of which it was a part.
The Grange	Grade II	1178012. Detached farmhouse C17, Cary & Doultong stone under clay tile roof
The Laurels	Grade II	1177978. C19 of Cary stone and clay tile
The Post Office	Grade II	1178074. C19 brick with render, projecting two storey bays and front boundary wall
The Reading Room	Grade II	1178045. Of C15 origin it was modernised in the 16th century, with 17th century additions. he club room which was converted

Name	Grade / Source	Notes
		from a dark derelict attic in 1935 is now used for Parish Council meetings and for Friday surgery.
The Red House	Grade II	1366414. C19 of red brick and clay tiles
1 – 3 Yew Tree Cottages, Woolston Road	Unlisted CAA / SMB	Built 1838 as farm workers cottages for Cadbury Estate. Of Cary Stone with an ornate thatch roof. Completely modernised in 1938 with a pantile roof and a more modern look.
19 and 20, High Street	Unlisted HA / SMB	Semi detached cottages running at right angles to the high street. Cary stone with plain tiled roof which was most probably thatched. Built early 1800s by the Cadbury Estate and still owned by the Estate. Over time it has been mainly occupied by Estate workers although in the early 1900s Number 19 was occupied by the village postman. At one time number 20 was let to the YMCA.
30 and 31 Cary Road	Unlisted SMB	Semi-detached cottages running parallel to the road main road. Lias stone with a pan tiled roof. It is unlikely that these cottages were ever thatched. Probably built in the early 1800s for the Cadbury Estate and over time have been let to tenants who carried out several enterprises from dress and glove making to boot mending. The village Pound



Name	Grade / Source	Notes
		or Pinfold for stray animals, was situated next to number 30.
Baynards and Rowlands Cottage, Cary Road	Unlisted CAA / SMB	Originally three cottages which were demolished in 1877 when the present house was built. Cary Stone with plain tiled roof sitting back and parallel to the road.
Brookhampton Cottage, Mitchells Row	Unlisted CAA	Built early 1800s. Cary Stone with pantile roof (originally thatch), and owned by the Cadbury Estate. Over the years the cottage has been added to and has had many tenants from stone masons to schoolteachers.
Brookhampton Farmhouse, Sandbrook Lane	Unlisted SMB	Built 1700's: Cary Stone, part cement rendering, pan tiled roof (originally, thatch). This was probably Tuckers Farm as mentioned in the early church registers.
Catash Inn, Cary Road	Unlisted HA / SMB	Built 1796: Cary Stone part painted (cream). Plain tile roof, originally thatched. At one time, there were 3 pubs in North Cadbury. This is the only remaining pub (there were three at one time) and as such, it is a focal point in the village. The pub takes its name from an ash tree on the Castle Cary road under which the court for the Hundred was held.
Chapel House, Chapel Lane	Unlisted HA / HER / SMB	This Wesleyan chapel or as it was probably formed, The Wesleyan Holiness Church, was built in 1848 of dressed Cary

Name	Grade / Source	Notes
		stone with a three gabled front and slate roof. In 1907, Mrs Mary Cox, a noteworthy inhabitant of North Cadbury, inherited the property. A fire in 1964 caused considerable damage to the interior of the building. It was converted to a residence in 2000 and is now occupied as such.
Coach House, Woolston Road	Unlisted CAA / SMB	Built 1870+/- Local Cary Stone under a tiled roof. This was originally the coach house / stables to the Rectory (converted to a dwelling in 1956).
Firbank Cottage and outbuildings, Cary Road	Unlisted SMB / HER	Part of the Cadbury estate in 1840, burnt down in 1912 and was replaced with the present red brick building. Red Brick with pantile roof. Early 1800s maps show the existing outbuilding to the north side was one of the two smithies in the village at that time.
Garden Cottage, Woolston Road	Unlisted HA / SMB	Built in the 1860s. Local white Lias Stone with thatched roof. The main feature of this property is the elaborate thatching, which has to encompass a number of dormer windows; an excellent example of the Somerset thatcher's craft. The name derives from the fact that it was occupied by the head gardener of The Court.



Name	Grade / Source	Notes
Glebe House, Woolston Road	Unlisted CAA / SMB	Built 1870+/- as a barn / store adjacent to the Rectory Coach House when the rector farmed his own Glebe (converted to a dwelling in the mid 1960s). Local Cary stone with tile roof. Also used as a skittle alley at village fetes.
Hill Farm, North Town	Unlisted SMB	Built early 1800s. Brick with thatch. Now plain tiled roof. Built as part of the Cadbury Estate with approximately 130 acres of surrounding land. Later the farm was sold to a Mr Watts who was a school manager.
Holly Tree Farmhouse, Sandbrook Lane	Unlisted CAA	Built at the turn of the 17 th century. Cary Stone with slate roof. Originally thatch. Now with a number of extensions and outbuildings. The property was originally the farmhouse to about 20 acres of land, including Sycamore Cottage.
Lovely Cottage, Cutty Lane	Unlisted SMB	Previously two cottages known as 15 and 16 North Cadbury that were built in 1814, of Local Cary stone with plain clay tiles, originally thatch. The latest name stems from a racehorse which won the owner of the time, a wager.
North Cadbury Village Hall	Unlisted HER	Built in 1930 to designs by A.J.A. Abbott of Yeovil, enlarged 1987. Gifted to the parish by Sir Archibald and Lady Langman. Brick with cement rendering,

Name	Grade / Source	Notes
		plain tiled roof. The small orchestra pit is a rare example of the standard to which it was built. The hall still forms the basis and focus of the many village activities.
Rowlands, Cary Road (formerly Hoopers)	Unlisted CAA / SMB	The property was originally known as Hoopers farm which has been recorded since the 1500s. The present very attractive building, a replacement of the previous farm, dates back to 1878. Prince of Wales later King Edward VIII spent a night here as a friend of the then owner.
Sycamore Cottage, Sandbrook Lane	Unlisted SMB	Built in the early 1800s, formerly known as Holly Tree Cottage. Cary Stone, now white rendered with slate roof (previously thatch). Recorded in 1840 as part of the Cadbury Estate. The house sits at right angles to Sandbrook Lane, which in the 1880s, was called Hewletts Lane or Brook Butts Lane.
The Old Bakery, Cutty Lane	Unlisted CAA / SMB	Built as a cottage in the 1760s. Cary Stone with lower part pebble dash, slate roof (originally thatch). Later a bake house was attached to the property, which supplied the village with bread for over 60 years.
The Rectory, Woolston Road	Unlisted CAA / SMB	Built around 1820 on the site of a former house, much altered in 1966. Stone with cement rendering, roof of Welsh slate.



Name	Grade / Source	Notes
		During WII, it was the headquarters of the local invasion committee and later as the base for Operation Ruthless, a civil defence task force. The rectory gardens have frequently been used to host charity events.
The School, Cary Road	Unlisted CAA / SMB	Built by Henry Hall in 1873, Glowing Cary stone with plain tile roof. It is a traditional Victorian school building and has served the community since 1875 when it was first opened.
Summerleaze, Cary Road	Unlisted	Built late 1800s. Red brick in the typical style of the Victorian period. It is the only house of its period in the village and as such is of historic interest.
K6 Telephone Box. Cary Road, North Cadbury	Unlisted HA	Designed to commemorate the silver jubilee of George V, it became known as 'The Jubilee' kiosk. Whilst de-commissioned it is now well used as a book swap.
Brookhampton bridge, Sandbrook Lane	Unlisted HA	This attractive stone built two arched bridge spans the River Cam. It forms an essential part of the shortest ancient route, Clayhill Lane, between the two settlements.
Parish Hill stone wall	Unlisted HA	This very old wall forms a retainer for the field known as Lower Vernals that has never required major maintenance. In more recent times it was topped with iron railings, to retain grazing livestock in the field above.

Table 15. Historic Buildings in Galhampton

Name	Grade / Source	Notes / Listing reference
The Manor House	Grade II*	Ref 1366409. Dated 1723, five bays, two storeys, with Listed boundary walls (1056199)
Foxcombe Farmhouse (outside parish area)	Grade II	Ref 1366361. Detached farmhouse, C17. Cary stone cut and squared, Doulling stone dressings; Welsh slate roof with overhung gables; brick end and intermediate chimney stacks.
Old Hunt Farmhouse	Grade II	Ref 1056200. Of Cary stone, dates from C18 but was historically closely associated with Foxcombe Farm, opposite
Agecroft	Grade II	Ref 1056203. C17 and early C16 with early pattern diamond leaded light windows
The Mill (Hewlett's Mill), Sandbrook Lane	Grade II	Ref 1366412. Former watermill and mill house. Late C18, with C19 and C20 extensions. Local stone rubble, coursed; plain clay tile roofs with plain gables; brick chimney stacks. Main block 3 storeys; 2-bay south elevation. Mill was water powered, and a wheel, cast iron, about 2 metres diameter now mounted decoratively in the garden, still turned by one of the millstreams.
Sandbrook Farmhouse	Grade II	Ref 1056237. Detached farmhouse. Early C19, with possibly earlier work incorporated. Local lias stone cut and squared; double Roman clay tile roofs between stepped coped



Name	Grade / Source	Notes / Listing reference
		gables; brick end chimney stacks. Interior has general Regency character, with stone flag floors, 6-panel doors.
Registry House, Sandbrook Lane	Unlisted HA	Formally known as Sandbrook Villa was built in 18th century of dressed Ham stone, previously thatched now tiled. Once owned by the Overseer for Galhampton and later by the Registrar who recorded births, deaths, marriages, vaccinations and school attendance in his office on the first floor approached by outside steps.
Bridge Cottage, Sandbrook Lane	Unlisted HA	This tiny cottage was a tailors shop in C19, the shop, now the garage, being at the end of the garden.
Galhampton Church	Unlisted HA	Built in 1877 as a Chapel for Dissenters
St Gabriel's	Unlisted HA / HER	The original Mission Hall was built 1887 and became a private house in 1970's
K6 telephone box	Unlisted HA	Designed to commemorate the silver jubilee of George V.
Vine Cottage	Unlisted HA	C18 Lias stone walls under a double roman tiled roof with brick chimneys.
Mancroft Farmhouse	Unlisted HA	Previously known as Yarn Barton early C19 and was thatched.
Triangle House	Unlisted HA	Built in 1916 from two derelict thatched cottages.

Name	Grade / Source	Notes / Listing reference
Blacksmith Close	Unlisted SMB	Formerly thought to be a smithy, was thatched and in C19 a Dame School.
The Long House	Unlisted HA	Dating back to the early C18, part was used as a grocer's shop in 1939.
Rag, Frog Lane	Unlisted	Built late C17 or early C18 probably Cary or Ham stone, with Little Rag as a C20 addition. It was originally thatched, now tiled with double romans. At one time the Factors House for the Hadspen Estate.

Table 16. Historic Buildings in Yarlington

Name	Grade / Source	Notes / Listing reference
Church of St Mary	II*	Ref 1056212. Anglican Parish Church. Tower C11 and later, remainder rebuilt by J.A. Reeve in 1878. Cary stone, some rubble but mostly ashlar, Doulling or Ham stone dressings; plain clay tiled roofs between coped gables with cross finials
Corner Cottage (10m SE Stags Head Inn)	II	Ref 1056214. Detached cottage. C18. Cary stone roughly coursed; plain clay tiled roof between stepped coped gables; brick end chimney stacks. Two storeys, 2 bays. Above, 2-light casements with rectangular leaded panes and iron- framed opening lights; below, 2-light small-pane casements under timber lintels.



Name	Grade / Source	Notes / Listing reference
Middle Farmhouse	II	Ref 1178305. Semi-detached farmhouse. Apparently late C18. Rendered stonework, plain clay tile roof between coped gables; brick end chimney stacks.
Pin Lane Cottage	II	Ref 1366382. Circa 1800. Cary stone rubble roughly coursed; thatched roof with plain gables; brick and chimney stacks with traditional baffles. Two storey, 2 bays. Horizontal-bar 2-light casement windows under timber lintols, with additional window right of bay 2; between bays a part-glazed door under timber and thatched porch hood. Thatched dormer to rear over later pantiled lean-to.
Yarlington House	II*	Ref 1056215. Detached country house. Built 1782 for John Rogers, extended 1911. Cary stone roughly cut and squared, but with red brick east and south facades having boulding stone dressings; hipped Welsh slate roof; brick chimney stacks with moulded stone caps. Two storeys with attics; east elevation of 3 bays, of which the centre projects slightly and has a gabled parapet
Yarlington Lodge	II	Ref 1295111. Detached house, formerly the Rectory. Circa 1850. Cary stone ashlar; hipped Welsh slate roofs; ashlar chimney stacks set diagonally in groups. Two storeys, 3-bay south

Name	Grade / Source	Notes / Listing reference
		elevation of which the centre bay projects and has a half-hipped roof with shield in the gable.
Stags Head Inn	Unlisted HA	Opened as a pub in a cottage on the village green 1850.
Manor Farm	Unlisted HA / HER	Reputedly built out of the Manor House stables, remnants of the moat, rebuilt in 1875.
Brookside Cottage	Unlisted HA	Dressed local stone cottage with timber clad gable end under a tiled roof
Rose Cottage	Unlisted HA / HER	Set back from the road behind decorative iron railings.
Well Cottage	Unlisted HA	Stone built under tiled roof.
Hill Cottage	Unlisted HA	Eaves on to the road, pebble dash C19 with outbuildings.
K6 telephone box	Unlisted HA	Purchased from BT by Parish Council 2013, now houses a defibrillator.
The Old Parsonage	Unlisted HER	The Old Parsonage, stone rendered, now with a slate roof, rebuilt after 1920, was the original home of the Benefice of Yarlington dating from 1343, later part of the Glebe Lands that were sold in 1888 by Mr R.H. Gifford, who was the Benefice at the time, to become a private residence.



Table 17. Historic Buildings in Woolston

Name	Grade / Source	Notes / Listing reference
Camelot Cottage	Grade II	Ref 1295262 - C18, Cary rubble stone under thatch
Elm Tree Cottage	Grade II	Ref 1056204 - C18, rendered and thatched
Higher Farmhouse	Grade II	Ref 1366413 - a double pile houses of C17 & C18, unchanged since 1900, local stone with outbuildings of coursed stone under Welsh slate
Hill Ash Farmhouse	Grade II	Ref 1295229 - C18, square cut Cary stone under thatch
Old Manor Farmhouse	Grade II	Ref 1056205 - C18, formerly 3 cottages and housed The Stores, of local rubble stone and thatch
Woolston Manor Farm House	Grade II	Ref 1178317 – 1838, a large villa, rendered and lined out to resemble ashlar under a slate roof, also includes a listed front boundary wall and wrought iron railings
Horseshoe Villas	Unlisted HA	Two semidetached cottages built 1846 of local stone under a slate roof.

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Name	Grade / Source	Notes / Listing reference
Horseshoe Cottage	Unlisted HA	Three cottages built early C19 converted to one dwelling 1960's, local stone under a slate roof
Woolston Farm	Unlisted HA	Previously part of the Askew Estate (in 1839) of local rubble stone under plain clay tiles and Bridgwater double Romans.
Woolston House	Unlisted HA	A 'Genteel Country Residence', red brick under a slate roof with dormer windows in the attic. Former stables and coach house behind high boundary walls and gates with gate piers onto Woolston Road.
Ferngrove Farmhouse	Unlisted HA	A C19 villa with stone dressings, was occupied by prize medals cider makers
Thackeston Cottage	Unlisted HA	Squared cut lias with a hipped roof of clay tile roof and overhanging eaves and a squinch (for carts to turn).
Lower Woolston Barn	Unlisted HA	Incorporates remnants of the earlier chapel on this site, in the stone around the door and sitting room fireplace. The roof has been raised to accommodate space in the attic

Equality Impact Relevance Check Form



The Public Sector Equality Duty requires us to eliminate discrimination, advance equality of opportunity and foster good relations with protected groups. This tool will identify the equalities relevance of a proposal, and establish whether a full Equality Impact Assessment will be required.

What is the proposal?	
Name of the proposal	North Cadbury and Yarlington Neighbourhood Plan
Type of proposal (new or changed Strategy, policy, project, service or budget):	New planning policies
Brief description of the proposal:	To progress the Neighbourhood Plan to referendum
Name of lead officer:	Jo Wilkins

You should consider whether the proposal has the potential to negatively impact on citizens or staff in the following ways:

- Access to or participation in a service,
- Levels of representation in our workforce, or
- Reducing quality of life (i.e. health, education, standard of living)

A negative impact is any change that could be considered detrimental. If a negative impact is imposed on any citizens or staff with protected characteristics, the Council has a legal duty to undertake a full Equality Impact Assessment.

Could your proposal negatively impact citizens with protected characteristics? (This includes service users and the wider community)	NO
Could your proposal negatively impact staff with protected characteristics? (i.e. reduction in posts, changes to working hours or locations, changes in pay)	NO

Is a full Equality Impact Assessment required?	NO
If Yes, Please provide a brief description of where there may be negative impacts, and for whom. Then complete a full Equality Impact assessment Form	
If No, Please set out your justification for why not.	
The proposal is to proceed to referendum following an independent Examination. Neighbourhood Plan referenda are open to all residents within the area covered by the NP therefore the planning policies do not negatively impact on citizens with protected characteristics nor staff with protected characteristics.	
Service Director / Manager sign-off and date	Jess Power - 18 th May 2022
Equalities Officer sign-off and date	Dave Crisfield 18 th May 2022



Establishment of an Implementation Board in Somerset for the implementation of local government reorganisation

Executive Portfolio Holder: Val Keitch – Leader of the Council
Lead Officer: Jill Byron – Monitoring Officer
Contact Details: Jill.Byron@southsomerset.gov.uk

Purpose of the Report

1. To seek approval for the establishment of an Implementation Board with Mendip District Council, Sedgemoor District Council, Somerset County Council and Somerset West and Taunton District Council (collectively, with the addition of South Somerset District Council, the Constituent Councils) to monitor the reorganisation programme in Somerset and provide advice and recommendations on its implementation to the Executive of Somerset County Council. The Implementation Board will operate between now and the vesting day of the new Somerset Council on 1 April 2023.

Recommendations

2. That:
 - (i) the District Executive recommend that the Chief Executive agree to the establishment of the Implementation Board with representation from the Constituent Councils, constituted in accordance with and having the functions set out in the Terms of Reference attached as Appendix 1
 - (ii) the District Executive note the Leader's appointment of Councillor John Clark to the Implementation Board.

Background

3. Following the Secretary of State's announcement that there would be a single unitary council for Somerset with effect from 1 April 2023, the Constituent Councils set up the LGR Joint Committee to enable decisions to be taken collectively and in an efficient and timely manner within a collaborative and democratic governance framework.
4. Following the Somerset County Council elections on 5 May 2022 responsibility for overseeing the creation of the new Council and the transfer of functions passed to the Executive of Somerset County Council. Although that responsibility cannot be delegated, the Executive of SCC has confirmed that it wishes to establish a mechanism that ensures the District Councils remain involved in the decision-making process. The establishment of the LGR Implementation Board (the Board) will create a collaborative democratic mechanism and a governance framework



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that allows the Constituent Councils to offer effective and timely advice and recommendations in relation to the preparation for the establishment of the unitary council in Somerset.

5. The proposal is that a Board, similar to the former LGR Joint Committee/Implementation Executive, is established to monitor the reorganisation programme in Somerset and provide advice and recommendations on its implementation to the Executive of Somerset County Council. The draft Terms of Reference can be found at Appendix 1, with the main functions of the Board set out in paragraph 17 as follows:
 - Monitor and make recommendations to Somerset County Council's Executive on the delivery of the Implementation Plan for the unitary council;
 - Review and make recommendations to Somerset County Council's Executive on the allocation of revenue and capital expenditure to be made for delivery of the Implementation Plan by the Executive of Somerset County Council.
 - Review and make recommendations to Somerset County Council's Executive on submissions to DLUHC in relation to the preparation orders and directions consequential to the SCO including those dealing with civic and ceremonial matters. This includes all matters relating to the transition of mayors, sheriffs, chartered trustees and insignia.
 - Review and make recommendations to Somerset County Council's Executive on the development of the Constitution and the Schemes of Delegation for the unitary council to be established in Somerset;
 - Review and make recommendations to Somerset County Council's Executive on plans to align existing change activities across the councils;
 - Review and make recommendations to Somerset County Council's Executive on the development of the unitary council's annual budget 2023/24 and the associated medium term financial plan;
 - Review and make recommendations to Somerset County Council's Executive on the development of policies for the unitary council and protocols across the five councils for use during the transition period to support the implementation of the unitary council and delivery of its annual budget 2023/24.
 - Consult on (with the expectation that any comments arising from that consultation will be taken into consideration by the councils' executives in respect of the recommendations that they make to their full council):
 - o the budgets to be set by each of the councils for the financial years 2022/23 and any medium-term financial plan to be set by the councils (or any of them); and
 - o any policies or plans to be implemented by any of the councils and which will have a material impact on the delivery of the Implementation Plan or the rights and/or obligations of the new unitary council in Somerset on its establishment.
 - Make recommendations on all of the above to the Executive of Somerset County Council.



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6. Board meetings will be open to the public and will take place in venues around the county.

Legal Implications

7. The LGR Implementation Board will not be a decision-making body. While the Executive of Somerset County Council will receive advice from the Implementation Board it will not be bound by its recommendations.

Financial Implications

8. The financial implications of this decision are limited. Under the Terms of Reference Somerset County Council will act as the Administering Authority for the LGR Implementation Board during the months between its establishment and the vesting of the new Somerset Council.

Risk

9. The creation of the Board places a formal and collaborative governance structure around the preparations for the implementation of the new unitary council. This should enable a transparent, open, democratic and accountable culture around LRR and reduce risk.

Carbon Emissions and Climate Change Implications

10. There are no carbon emissions or climate change implications in this report.

Equality and Diversity Implications

11. Under the Terms of Reference, the Implementation Board is required to take decisions having regard for Human Rights law and for the Constituent Councils' Public Sector Equality Duties.

Privacy Impact Assessment

12. There are no privacy impact implications

Background Papers

Report to DX October 2021
Report to SCC May 2022

Appendix 1

Local Government Reorganisation Implementation Board Terms of Reference

Purpose

1. On 17 March 2022 the Secretary of State made the Somerset (Structural Changes) Order 2022 (the SCO). The SCO sets out the mechanism for the reorganisation of local government and the establishment of a single unitary council in Somerset on 1 April 2023. The SCO further provides that during the period from 10 May 2022 until 31 March 2023 the Executive of Somerset County Council will be responsible for:
 - preparing for and facilitating the economic, effective, efficient and timely transfer of the district councils' functions, property, rights and liabilities (the Main Transitional Function); and
 - any other executive function specified by the Secretary of State in orders made under sections 7 or 20 of the Local Government and Public Involvement in Health Act 2007 or in regulations made under section 14 of that act (the Article 7 Functions).
2. The LGR Implementation Board (the Implementation Board) will monitor the reorganisation programme in Somerset and provide advice and recommendations on its implementation to the Executive of Somerset County Council. The Implementation Board will have the responsibilities set out in paragraph 17.
3. The Implementation Board will make recommendations in accordance with the principles of good decision-making namely:
 - giving consideration to all options available;
 - having regard to due consultation;
 - giving consideration to professional advice from officers;
 - having clarity of aims and desired outcomes;
 - that the action proposed must be proportionate to the desired outcome;
 - having respect and regard for human rights and for the councils' Public Sector Equality Duties;
 - a presumption in favour of openness, transparency and accountability;
 - only relevant matters being taken into account;
 - due weight being given to all material considerations (including opportunities and risks);
 - proper procedures being followed.

4. The Implementation Board will exist until 31 March 2023.

Membership and voting

5. The Implementation Board will be made up of 9 members drawn from the Legacy Councils as follows:
 - 3 members of Somerset County Council nominated by the Leader of that Council;
 - 2 members of Somerset County Council nominated by the leader of that council's largest Opposition political group;
 - 1 member of each of the 4 district councils nominated by the leader of their respective council.
6. Each member will have one vote.
7. In the event of a member of the Implementation Board ceasing to be a member of their appointing council, the person responsible for their nomination to the Implementation Board shall nominate another member in their place.
8. Each person nominating a member of the Implementation Board may designate another member to act as substitutes for the member(s) appointed under paragraph 5 above if the appointed member(s) is unable to attend a meeting of the Implementation Board. Substitutions may only be made on a meeting-by-meeting basis. Any substitutions must be notified to the Monitoring Officer of Somerset County Council by 9.00am on the day of the relevant meeting.
9. For the avoidance of doubt, it is a matter for the respective leaders to appoint their members/substitutes.
10. The Chairperson will be the County Council's Lead Member for Local Government Reorganisation & Prosperity. The Vice Chairperson of the Implementation Board will be elected by the Implementation Board at its inaugural meeting. If neither the Chairperson nor the Vice Chairperson are present, the Implementation Board will elect a Chairperson for the meeting from the members present.
11. The quorum for the Implementation Board will be 5 members, including at least 1 member from a district council. Unless the law provides otherwise, all matters shall be decided by a majority of the votes of the members present and voting; if there are equal numbers of votes for and against, the Chairperson of the meeting shall exercise a second, casting vote.

Meeting arrangements

12. Somerset County Council will act as administering authority to the Implementation Board and provide all necessary governance support.



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13. The Implementation Board will meet at least monthly and otherwise as may be determined by the Chairperson. Where either a majority of members or at least three district council members submit a signed request for an extraordinary meeting in writing to the Chairperson (or the Vice-Chairperson in the absence or incapacity of the Chairperson), the Chairperson (or Vice-Chairperson as the case may be) must make arrangements to call an extraordinary meeting within 10 calendar days of receiving the request.
14. The administering authority will give notice of time, date and venue for the meetings in accordance with the provisions of the access to information requirements of the Local Government Act 2000 as amended and ensure compliance with The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.
15. At the inaugural and subsequent meetings of the Implementation Board the standing orders of the Implementation Board will be those of Somerset County Council. The Implementation Board may at any time approve its own set of standing orders which will take effect thereafter or at such other time as the Implementation Board may determine.
16. Meetings of the Implementation Board could take place in a number of locations around the county of Somerset. The Implementation Board will determine a programme of meeting locations for the period of its constitution at its inaugural and/or subsequent meetings.

Functions

17. The Implementation Board will:
 - Monitor and make recommendations to Somerset County Council's Executive on the delivery of the Implementation Plan for the unitary council;
 - Review and make recommendations to Somerset County Council's Executive on the allocation of revenue and capital expenditure to be made for delivery of the Implementation Plan by the Executive of Somerset County Council.
 - Review and make recommendations to Somerset County Council's Executive on submissions to DLUHC in relation to the preparation orders and directions consequential to the SCO including those dealing with civic and ceremonial matters. This includes all matters relating to the transition of mayors, sheriffs, chartered trustees and insignia.
 - Review and make recommendations to Somerset County Council's Executive on the development of the Constitution and the Schemes of Delegation for the unitary council to be established in Somerset;
 - Review and make recommendations to Somerset County Council's Executive on plans to align existing change activities across the councils;
 - Review and make recommendations to Somerset County Council's Executive on the development of the unitary council's annual budget 2023/24 and the associated medium term financial plan;
 - Review and make recommendations to Somerset County Council's Executive on the development of policies for the unitary council and



protocols across the five councils for use during the transition period to support the implementation of the unitary council and delivery of its annual budget 2023/24.

- Consult on (with the expectation that any comments arising from that consultation will be taken into consideration by the councils' executives in respect of the recommendations that they make to their full council):
 - o the budgets to be set by each of the councils for the financial years 2022/23 and any medium-term financial plan to be set by the councils (or any of them); and
 - o any policies or plans to be implemented by any of the councils and which will have a material impact on the delivery of the Implementation Plan or the rights and/or obligations of the new unitary council in Somerset on its establishment.
- Make recommendations on all of the above to the Executive of Somerset County Council.

Links between the Implementation Board and other bodies of the Somerset Local Authorities

18. The councils will separately constitute a joint scrutiny committee or panel, the purpose of which will be to scrutinise the work of the Executive of Somerset County Council in relation to the implementation of the unitary council in Somerset.
 19. The Executive of Somerset County Council will receive advice from the Implementation Board but for the avoidance of doubt will not be bound by its recommendations.
-



District Executive Forward Plan

Executive Portfolio Holder: Val Keitch, Leader, Strategy and Housing
Strategic Director: Jill Byron, Monitoring Officer
Lead Officer: Angela Cox, Democratic Services Specialist
Contact Details: angela.cox@southsomerset.gov.uk or (01935) 462148

Purpose of the Report

1. This report informs Members of the current Executive Forward Plan, provides information on Portfolio Holder decisions and on consultation documents received by the Council that have been logged on the consultation database.

Public Interest

2. The District Executive Forward Plan lists the reports due to be discussed and decisions due to be made by the Committee within the next few months. The Consultation Database is a list of topics which the Council's view is currently being consulted upon by various outside organisations.

Recommendations

3. That District Executive recommend that the Chief Executive agree to:
 - a) approve the updated Executive Forward Plan for publication as attached at Appendix A

Executive Forward Plan

4. The latest Forward Plan is attached at Appendix A. The timings given for reports to come forward are indicative only, and occasionally may be re scheduled and new items added as new circumstances arise.

Consultation Database

5. The Council has agreed a protocol for processing consultation documents received by the Council. This requires consultation documents received to be logged. There are no current consultations.

Background Papers

6. None.

Appendix A - SSDC Executive Forward Plan

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
21 July 2022	Discretionary Energy Support Scheme	Portfolio Holder - Finance, Legal & Democratic Services	Director Service Delivery	Catherine Thompson, Specialist (Benefits)	South Somerset District Council
21 July 2022	External Audit Value For Money (VFM) Audit	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	South Somerset District Council
21 July 2022	Statement of Licensing Policy under the Licensing Act 2003	Portfolio Holder - Area North, Licensing & Environmental Health	Director Service Delivery	Michelle James, Principle Licensing Specialist	South Somerset District Council
21 July 2022	Changes to the Financial Procedure Rules	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	South Somerset District Council
21 July 2022	2021/22 Treasury Management Performance Outturn Report	Portfolio Holder - Finance, Legal & Democratic Services	Director (Support Services & Strategy)	Paul Matravers, Lead Specialist (Finance)	South Somerset District Council
21 July 2022	Section 24 Directive Update Report	Portfolio Holder - Finance, Legal & Democratic Services	Monitoring Officer	Jill Byron, Monitoring Officer	South Somerset District Council
21 July 2022	Review of Remote Meetings after 21 July 2022	Portfolio Holder - Strategy	Monitoring Officer	Jill Byron, Monitoring Officer	South Somerset District Council

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
21 July 2022	Appointment of Members to various vacancies of Council Committees	Portfolio Holder - Strategy	Monitoring Officer	Jill Byron, Monitoring Officer	South Somerset District Council
04 August 2022	Natural Environment Presentation	Portfolio Holder - Area East & Environment	Director Service Delivery	Katy Menday, Leisure & Recreation Manager	District Executive
04 August 2022	Phosphates Update	Portfolio Holder - Protecting Core Services	Director Service Delivery	John Hammond, Lead Specialist (Built Environment)	District Executive
04 August 2022	Future High Street Fund	Portfolio Holder - Economic Development including Commercial Strategy	Director Place and Recovery	Natalie Fortt, Regeneration Programme Manager	District Executive
04 August 2022	Yeovil Refresh	Portfolio Holder - Area South including Yeovil Refresh	Director Place and Recovery	Natalie Fortt, Regeneration Programme Manager	District Executive
04 August 2022	Briefing on Local Government Reorganisation (Confidential)	Portfolio Holder - Strategy	Chief Executive	Jane Portman, Chief Executive	District Executive
07 Sept 2022	Revenue Budget Quarter 1 Monitoring Report	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
07 Sept 2022	Capital Budget Quarter 1 Monitoring Report	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	District Executive
07 Sept 2022	Quarterly Corporate Performance Report	Portfolio Holder - Strategy	Director (Support Services & Strategy)	Brendan Downes, Lead Specialist Procurement, Performance and Change	District Executive
07 Sept 2022	Briefing on Local Government Reorganisation (Confidential)	Portfolio Holder - Strategy	Chief Executive	Jane Portman, Chief Executive	District Executive
December 2022	Revenue Budget Quarter 2 Monitoring Report	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	District Executive
December 2022	Capital Budget Quarter 2 Monitoring Report	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	District Executive
December 2022	Quarterly Corporate Performance Report	Portfolio Holder - Strategy	Director (Support Services & Strategy)	Brendan Downes, Lead Specialist Procurement, Performance and Change	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
December 2022	Briefing on Local Government Reorganisation (Confidential)	Portfolio Holder - Strategy	Chief Executive	Jane Portman, Chief Executive	District Executive
TBC	Update on the delivery of the Economic Development Strategy and funding delivery	Portfolio Holder - Economic Development including Commercial Strategy	Director Place and Recovery	Peter Paddon, Acting Director (Place and Recovery)	District Executive



Date of Next Meeting

Members are asked to note that the next meeting of the District Executive will take place on **Thursday, 4th August 2022** commencing at 9.30 a.m.

The venue will be decided at the Full Council meeting on 21st July 2022.



Exclusion of Press and Public

The District Executive is asked to agree that the following Agenda item be considered in Closed Session by virtue of the Local Government Act 1972, Schedule 12A under paragraph 3:

“Information relating to the financial or business affairs of any particular person (including the authority holding that information).”

It is considered that the public interest in maintaining the exemption from the Access to Information Rules outweighs the public interest in disclosing the information.



Briefing on Local Government Reorganisation (Confidential)

Executive Portfolio Holder:	Val Keitch, Strategy and Housing
Chief Executive:	Jane Portman
Strategic Director:	Jan Gamon, Place and Recovery
Lead Officer:	Jan Gamon, Director – Place and Recovery
Contact Details:	Jan.gamon@southsomerset.gov.uk or 01935 462095

The Chief Executive and Director for Place and Recovery will provide Members with a verbal update on any matters relating to the future of Local Government in Somerset.