



## MINEHEAD TOWN COUNCIL

Minutes of the Planning Meeting of Minehead Town Council  
held on  
Tuesday 6<sup>th</sup> May 2025 at 6.00 pm at  
the Town Council Offices, 3 Summerland Road, Minehead TA24 5BP

**Present:** Councillors M Palmer (Chair), Hodson, Bartlett, C Palmer and m Kravis

**Apologies:** Councillor Lawton

**Officers in Attendance:** B Parker (Town Clerk)

**Members of Public:** 2 members of the Public

There was a 15 minute open forum at the start of the meeting for members of the public to discuss any matters relating to the agenda.

The Planning Agent and applicant for application 3/21/25/023 attended for context. The application was originally submitted 12 months ago and recently refused by Somerset Council due to being over 100 metres from Minehead. Following an unsuccessful appeal, a resubmission was made with the only major change being an increase in offset tree planting from 5 to 11 trees. Councillors enquired about possible orientation changes from the previous application. No letters of objection had been received as of the meeting date.

18. To receive apologies for absence.

Councillor Lawton's apologies were received.

19. To receive disclosures of unregistered or other interests from councillors on matters to be considered at the Meeting.

Councillor Kravis has a standing interest as a Somerset Councillor and declared a personal interest in application 3/21/25/023. Stayed in room, spoke, did not vote.

Councillor Bartlett declared a personal interest in application 3/21/25/021. Stayed in room, spoke, did not vote.

20. To approve the Minutes of the Planning Meeting of Minehead Town Council held on Tuesday 1<sup>st</sup> April 2025 to discuss any matters arising.

**RESOLVED** the Minutes of the Planning Committee Meeting of Minehead Town Council held on Tuesday 1<sup>st</sup> April 2025 were approved and signed by the chair.

21. To consider a letter of concern to Somerset Council's Planning Department regarding application 3/10/25/001

The committee expressed concern regarding multiple support letters for the development containing identical opening statements, suggesting potential automated submission methods.

Discussion followed on whether a formal letter of concern was appropriate, given planning authorities can only consider material planning reasons as outlined in national policy framework, local plan, and relevant legislation.

**RESOLVED** The clerk will draft a letter for digital circulation to committee members expressing committee concerns about the apparent use of automated technology to generate support letters for the application.

22. To consider the Planning Applications received.  
The applications were considered and comments are at Appendix 1.

The meeting ended at 7.04 pm.

## APPENDIX 1

<u>Application</u>	<u>Recommendation</u>
<b>3/21/25/023</b> Erection of 1 No. dwelling with detached double garage, means of access, landscaping and associated works on land adjacent to Dunboyne, Bratton Lane, Minehead <b>Land adjacent to Dunboyne, Bratton Lane, Minehead</b>	<p>In accordance with standing order 1 (a) the chair addressed this item as the first item of business.</p> <p>The committee discussed the application and noted that while outside Minehead's development boundary, it represented infill of existing development.</p> <p><b>RESOLVED</b> The committee could see no material reason to object the application.</p>
<b>3/21/25/017</b> Conversion of storage building into a 1-bedroom residential dwelling <b>Land to the rear of 5-7 Friday Street, Minehead, TA24 5UB</b>	<p>The committee expressed concerns regarding resident access to the rear alleyway, noting issues with padlock security and inadequate lighting provisions.</p> <p><b>RESOLVED</b> The committee could see no material reason to object but recommended keyed access and sufficient lighting be installed along the alleyway.</p>
<b>3/21/25/019</b> Conversion of 3 No. flats plus 1 No. bedsit into 5 No. flats, replacement of single glazed windows to the side and rear with double glazed units,	<p>The committee expressed support for this development providing additional accommodation in town.</p> <p><b>RESOLVED</b> the committee could see no</p>

<u>Application</u>	<u>Recommendation</u>
replacement of roof and insertion of additional dormers, Velux windows and sun tunnel, minor window and door arrangement alterations to rear elevation and single side window and internal alterations to improve access and layout <b>57 Summerland Avenue, Minehead</b>	material reason to object the application.
<b>3/21/25/021</b> Replacement of 2 No. windows with external elevation refurbishment to include replacement painted render, painted roof joinery, refurbishment of rainwater goods and re-pointing of chimney <b>15 Manor Road, Minehead, TA24 6EH</b>	<b>RESOLVED</b> the committee could see no material reason to object the application.
<b>3/21/25/022</b> Erection of a single storey side extension Cherry Trees <b>12 Glenmore Road, Minehead, TA24 5BQ</b>	<b>RESOLVED</b> the committee could see no material reason to object the application.
<b>T/21/25/004</b> Notification to carry out management works to one yew tree within Higher Town Conservation Area <b>Northfield Cottage, Northfield Road, Minehead, TA24 5QH</b>	The committee determined that specialised expertise would be beneficial for this decision.  <b>RESOLVED</b> To defer the decision to the expertise of the Somerset Council tree officer.
<b>ABD/21/25/001</b> Application for prior approval for change of use of agricultural building into 1 No. dwelling house (Class C3) and for associated operational development <b>Hopcott Barn, Hopcott Road, Alcombe, Minehead, TA24 5SS</b>	<b>RESOLVED</b> the committee could see no material reason to object the application.
<b>3/21/25/008</b> Application for outline planning with all matters reserved except for access for the erection of 1 No. dwelling <b>Land off Whitecross Lane, Minehead, Somerset, TA24 8BZ</b>	<b>RESOLVED</b> the committee could see no material reason to object the application.
<b>3/21/24/077</b> Resurfacing of front garden with stone paving with erection of painted render boundary walls and painted metal railings (part retention of works already undertaken) <b>1 Church Farm Cottages, Church Road, Minehead</b>	The committee acknowledged that although changes had been made to the application. They felt the amended application was still incongruous with the conservation area.  <b>RESOLVED</b> The committee agreed by majority to maintain its objection as the

<u>Application</u>	<u>Recommendation</u>
	application remains out of keeping with the surroundings.
<b>3/10/25/002</b> Display of 3 No. non illuminated roundabout sponsorship signs <b>Ellicombe roundabout, A39/515, Minehead</b>	<p>The committee noted that Minehead Town Council has maintained this roundabout since approximately 2014 and expects further maintenance responsibilities through devolution.</p> <p><b>RESOLVED</b> In light of the ongoing devolution process, the committee objects until maintenance responsibilities for the roundabout are clarified.</p>

Cllr M Palmer  
 Planning Committee Chair  
 May 2025