

19 March 2019

ENVIRONMENT COMMITTEE

A meeting of the Environment Committee will be held on **THURSDAY 28 MARCH 2019** in the Council Chamber, Ebley Mill, Ebley Wharf, Stroud at **7.00 pm.**



Kathy O'Leary
Chief Executive

Please Note: This meeting will be filmed for live or subsequent broadcast via the Council's internet site (www.stroud.gov.uk). By entering the Council Chamber you are consenting to being filmed. The whole of the meeting will be filmed except where there are confidential or exempt items, which may need to be considered in the absence of the press and public.

AGENDA

- 1 **APOLOGIES**
To receive apologies for absence.
- 2 **DECLARATIONS OF INTEREST**
To receive declarations of interest.
- 3 **MINUTES**
To approve the minutes of the meeting held on 13 December 2018.
- 4 **PUBLIC QUESTION TIME**
The Chair of Committee will answer questions from members of the public submitted in accordance with the Council's procedures.
DEADLINE FOR RECEIPT OF QUESTIONS
Noon on Monday 25 March 2019.
Questions must be submitted in writing to the Chief Executive, Democratic Services, Ebley Mill, Ebley Wharf, Stroud and sent by post or by Email: democratic.services@stroud.gov.uk
- 5 **WORK PROGRAMME**
To consider the work programme.
- 6 **MEMBER REPORTS**
 - a) Planning Review Panel
 - b) Stroud Concordat
 - c) Performance Monitoring

- 7 **BUDGET MONITORING REPORT 2018/19 Q3**
To note the outturn forecast for the General Fund Revenue budget and the Capital Programme for this Committee.
- 8 **DEVELOPMENT OF A STRATEGIC PLANNING FRAMEWORK FOR GLOUCESTERSHIRE COUNTY TO 2050**
To support the development of a broad Strategic Planning Framework for Gloucestershire to 2050 and beyond, through the preparation of a Statement of Common Ground, to be prepared by the six local planning authorities, Gloucestershire County Council and the GFirst LEP.
- 9 **CHALFORD COMMUNITY DESIGN STATEMENT**
To approve the draft Chalford Design Statement for the purposes of public consultation.
- 10 **STATEMENT OF COMMUNITY INVOLVEMENT**
To approve and adopt the Final Statement of Community Involvement set out in Appendix A and approve the consultation responses set out in Appendix B.
- 11 **MINCHINHAMPTON NEIGHBOURHOOD DEVELOPMENT PLAN**
To inform councillors of progress regarding the Minchinhampton Neighbourhood Development Plan (MNDP).
- 12 **MULTI SERVICE CONTRACT RENEWAL**
To receive a verbal update from the Head of Community Services.
- 13 **ENVIRONMENTAL POLICY**
To adopt the Environmental Policy as set out in Appendix 1.
- 14 **MEMBERS' QUESTIONS**
See Agenda Item 4 for deadline for submission.

Members of Environment Committee

Councillor Simon Pickering (Chair)

Councillor George Butcher (Vice-Chair)

Councillor Chris Brine

Councillor Paul Denney

Councillor Jim Dewey

Councillor Trevor Hall

Councillor Haydn Jones

Councillor Dave Mossman

Councillor Gary Powell

Councillor Haydn Sutton

Councillor Jessica Tomblin

Councillor Tim Williams

ENVIRONMENT COMMITTEE

13 December 2018

7.00 pm – 9.55 pm

Council Chamber, Ebley Mill, Stroud

3**Minutes****Membership**

Councillor Simon Pickering (Chair)	P	Councillor Gary Powell	P
Councillor George Butcher (Vice-Chair)	P	Councillor Tom Skinner	A
Councillor Chris Brine	P	Councillor Haydn Sutton	P
Councillor Paul Denney	P	Councillor Brian Tipper	P
Councillor Jim Dewey	P	Councillor Jessica Tomblin	P
Councillor Trevor Hall	P	Councillor Tim Williams	P

P = Present**A = Absent****Other Member(s) Present**

Councillors Braun, Cooper, Cornell, Edmunds, John Jones, Marjoram, Rathor and Whiteside.

Officers in Attendance

Director of Development Services	Policy Implementation Manager
Principal Planning Officer	Accountant
Principal Projects Officer	Democratic Services Officer
Head of Community Services	

The Chair paid tribute to Councillor Penny Wride and requested all present to stand for a minute's silence in her memory.

The Chair requested that agenda item 14 - the motion was brought forward after agenda item 6 - member reports, all of the committee members agreed.

EC.031**APOLOGIES**

Apologies for absence were received from Councillor Skinner.

EC.032**DECLARATIONS OF INTEREST**

There were no declarations of interest.

EC.033 **MINUTES**

RESOLVED **That the Minutes of the Meeting held on 11 October 2018 are approved as a correct record and signed by the Chair.**

EC.034 **PUBLIC QUESTION TIME**

A question was submitted by Wotton-under-Edge Town Council who were represented by Councillor R Claydon OBE and answered by the Chair, Councillor Pickering. A supplementary question was also answered. (Refer to the Council's [webcast](#) and agenda item 9).

EC.035 **WORK PROGRAMME**

Members agreed to add the following items to their work programme:-

February – The Village Design Statement for Chalford

March – Multi-Service Contract Review

September – UBICO – Annual performance presentation

RESOLVED **To add the above items to the work programme.**

EC.036 **MEMBER REPORTS**

- a) Planning Review Panel (PRP) – there was no report.
- b) Stroud Concordat - Councillor Pickering had circulated the minutes of the meeting held on 9 November and gave a verbal update on the meeting held on 10 December.
- c) Performance Monitoring – the Director of Development Services confirmed that a meeting had not taken place and there had been little change.
- d) Waste and Recycling Task and Finish Group – the Chair confirmed that the group had met from 2015-2018 and had now completed its work. A report had been circulated to members with 50 suggested recommendations to improve the service. He confirmed that the Council were getting value for money and a good service. There was currently a trial of 300 new style food waste bins, that are cheaper than the existing ones. Committee would receive feedback on the trial.

EC.037 **NOTICE OF MOTION**

A motion regarding Achieving Stroud District Carbon Neutral 2030 Commitment had been proposed by Councillor Pickering and seconded by Councillor Butcher.

Councillor Pickering outlined the reasons for submitting the motion which was a direct response to the leaders of the cooperative alliance issuing a joint statement declaring a climate emergency following the recent IPCC report. It was an opportunity for this Council to move with the government and nations of the world, taking a lead and to access government funding.

Councillors Rathor, Braun and Whiteside commended the motion and gave their reasons for support.

In reply to members' questions the following was confirmed:-

- The future use of electric vehicles by the Council was discussed and was being explored.
- Solar panels were still a viable option even after the removal of FITs.
- The Council worked closely with Severn Wye Energy Agency, the county and other organisations in relation to saving energy through the well established Warm and Well programme.
- At nil cost to the Council, plans to install a water turbine to generate electricity from the weir by Ebley Mill would shortly be considered. The project was at consenting stage.

Councillor Denny fully supported the motion but proposed an amendment that was seconded by Councillor Brine.

Remove bullet point 2 under "The committee resolves:" and replace it with:-

"Environment committee requests S&R to consider setting aside initial funds via the normal budgeting process in order to fund the scoping and delivery of the "Stroud Carbon Neutral 2030 Commitment". Further the commitment will be added as a piece of work to the committees work program and that work will include the items listed below from 1 to 7."

This would enable the proposed motion to go through the budget setting process and the volume of work could be scoped out and also costed. This would be added to the committee's work programme and reviewed at each meeting and also at Council.

The seconder, requested that the amendment was agreed by committee so that it could properly be discussed, a budget allocated, added into the committees' work programme and receive regular progress reports.

During debate members discussed at length the amended motion which removed the figure of £200k, and proposed scoping and costings are undertaken. This may be more or less than the suggested £200k. It was very important that there was cross-party commitment.

The Head of Finance confirmed that it would be at the end of the current financial year that the figure from the Gloucestershire Business Rates Retention Pilot would be known. The Strategy and Resources Committee would be looking at the allocation of these funds at their meeting on 7 March 2019. The Environment Committee would like Strategy and Resources Committee to have monies ring fenced for this project.

Councillor Denney confirmed that until the project had been scoped out and the cost known. The cost may be more or less than £200k.

Councillor Butcher stated that the commitment of £200k should stay within the original motion.

The Head of Finance explained that we currently do not know how much money the Council would get from the business rates retention pilot.

Councillor Brine confirmed that the motion should go through the full budget process.

Upon the vote the amendment was carried.

Members debated the substantive motion.

Councillor Dewey moved an amendment to insert £200k into initial funds. The Chair confirmed that this was contrary to the amendment.

The Chair summed up stating that there had been a very interesting debate and a helpful compromise.

Upon the vote the motion was carried unanimously.

RESOLVED

To ask Stroud District Council to endorse the ‘Climate Emergency’ announced by the administration on 16 November 2018 and pledge to do everything within the Council’s power to make Stroud District carbon neutral by 2030.

**RECOMMENDED
TO STRATEGY
AND
RESOURCES
COMMITTEE**

Environment Committee requests Strategy and Resources Committee to consider setting aside initial funds via the normal budgeting process in order to fund the scoping and delivery of the “Stroud Carbon Neutral 2030 Commitment”. Further the commitment will be added as a piece of work to this committee’s work programme and that work will include the items listed below from 1 to 7.

- 1. To set out a Plan of Action, including clear targets and transparent reporting, to develop District wide Locally Determined Contributions to complement National Determined Contributions in line with the Paris Agreement to limit global warming to 1.5C.**
- 2. To include planning and support in the District for adaptation to the climate change that is already happening.**
- 3. To develop a strategy for Stroud District Council to play a leadership role in promoting community, public and business partnerships for this Carbon Neutral 2030 Commitment throughout the District, County and region.**
- 4. To work with partner bodies across the county to ensure that the climate emergency is adequately reflected in the development and implementation of all county wide strategies and plans, including Gloucestershire 2050, the Gloucestershire Industrial Strategy, Gloucestershire Energy Strategy and Gloucestershire Transport Plans.**
- 5. To investigate all possible sources of external funding and match funding to support this commitment.**
- 6. To work with key partner organisations within the County and region to secure external funding.**
- 7. To report back on an annual basis to Council on progress made.**

At 8.40 pm the meeting adjourned and reconvened at 8.45 pm.

APPOINTMENT OF PERFORMANCE MONITOR

Councillor Tomblin stood down as Performance Monitor and Councillors Brine and Sutton were appointed.

RESOLVED To appoint Councillors Brine and Sutton as Performance Monitors.

EC.038 COMMUNITY INFRASTRUCTURE LEVY (CIL) GOVERNANCE AND SPENDING ARRANGEMENTS

The Policy Implementation Manager outlined the above report. In reply to questions she confirmed that the CIL money was not time limited and explained the difference between CIL monies (strategic projects that impact on more than one community) and Section 106 Agreements (where monies were tied to a particular site and used for eg play areas).

RECOMMENDED TO STRATEGY AND RESOURCES COMMITTEE

1. Bids from strategic infrastructure providers are invited subject to completion of the form attached at Appendix A; and
2. Funding commitments are agreed according to performance against the criteria set out in the matrix attached at Appendix B.

EC.039 MARKET TOWNS CENTRES INITIATIVE FUND

The Policy Implementation Manager outlined the above report and confirmed that officers had talked to the Town Councils and had anticipated that they would then speak to their District Councillors.

RECOMMENDED TO STRATEGY AND RESOURCES COMMITTEE That the Market Towns Initiative Capital fund is allocated to individual town councils as identified at Appendix A.

EC.040 ENVIRONMENT COMMITTEE REVENUE ESTIMATES – REVISED 2018/19 AND ORIGINAL 2019/20

The Accountant gave a detailed overview of the above report, drawing attention to paragraphs 6 and 8. Officers were thanked for the report which was easy to follow.

RECOMMENDED TO STRATEGY AND RESOURCES COMMITTEE The revised Environment budget for 2018/19 and original 2019/20 revenue budget are approved.

EC.041 ENVIRONMENT STRATEGY UPDATE

The Principal Projects Officer outlined the above report. The priorities had been agreed at a Task and Finish Group in June and consultation had taken place.

The Chair confirmed that there was a budget allocation to heat the water in the outdoor pool at Stratford Park. Because of the prolonged hot summer there had been the highest footfall for years.

- RESOLVED**
- 1. To agree the Priorities for the revised Environment Strategy, and**
 - 2. To agree the draft Environment Strategy work programme.**

EC.042 **FRAMPTON COMMUNITY DESIGN STATEMENT**

The Principal Planning Officer presented the Frampton Community Design Statement that had been produced by local people. He thanked the community for their input which had resulted in a thorough appraisal.

Councillor Joy Greenwood, the Chair of Frampton-on-Severn Parish Council read out a statement.

Councillor John Jones, District Councillor praised this unique village in the vale that had two major constants, conservation areas and flooding. There was also a lot of tourism.

- RESOLVED** **To adopt the Frampton Design Statement as Supplementary Planning Advice (SPA).**

EC.043 **MEMBERS' QUESTIONS**

There were none.

The meeting ended at 9.55 pm.

STROUD DISTRICT COUNCIL
ENVIRONMENT COMMITTEE

**AGENDA
ITEM NO**

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28 MARCH 2019

WORK PROGRAMME

Date of meeting	Matter to be considered (ie insert report/project title)	Notes (eg lead member and officer)
06.06.19	Work Programme 2018/19	Leads: Chair and Director of Development Services
	Member Reports a) Planning Review Panel b) Stroud Concordat c) Performance Monitoring	Leads: Cllr N Studdert-Kennedy Cllr S Pickering Cllrs Brine and Sutton
	Budget Monitoring Report 2018/19	Lead: Accountancy Manager
	Green Infrastructure, Sport and Recreation Study	Principal Planning Officer
	Update on achieving Stroud District Carbon Neutral 2030 Commitment	Director of Development Services
	12.09.19	Work Programme 2018/19
12.09.19	Member Reports a) Planning Review Panel b) Stroud Concordat c) Performance Monitoring	Leads: Cllr N Studdert-Kennedy Cllr S Pickering Cllrs Brine and Sutton
	Budget Monitoring Report 2018/19	Lead: Accountancy Manager
	UBICO performance	Head of Community Services
	12.12.19	Work Programme 2018/19
12.12.19	Member Reports a) Planning Review Panel b) Stroud Concordat c) Performance Monitoring	Leads: Cllr N Studdert-Kennedy Cllr S Pickering Cllrs Brine and Sutton
	06.02.20	Work Programme 2018/19
06.02.20	Member Reports a) Planning Review Panel b) Stroud Concordat c) Performance Monitoring	Leads: Cllr N Studdert-Kennedy Cllr S Pickering Cllrs Brine and Sutton
	02.04.20	Work Programme 2018/19
02.04.20	Member Reports a) Planning Review Panel b) Stroud Concordat c) Performance Monitoring	Leads: Cllr N Studdert-Kennedy Cllr S Pickering Cllrs Brine and Sutton

Information Sheets

Ref/Date	Topic	Author
E-2018/19-001 23 August 2018	Fly-Tipping Enforcement Update	Solicitor Advocate and Deputy Monitoring Officer
E-2018/19-002 22 January 2019	Radon in workplaces in the Stroud District	Commercial Services Manager/Safety Adviser

Items for future meeting

Community Involvement

STROUD DISTRICT COUNCIL
ENVIRONMENT COMMITTEE

**AGENDA
ITEM NO**

28 MARCH 2019

7

Report Title	Budget Monitoring Report 2018/19 Q3
Purpose of Report	To present to the Committee a forecast of the Outturn position against the revenue budget and Capital programme for 2018/19 in order to give an expectation of possible variances against budget.
Decision(s)	The Committee RESOLVES: a) to note the outturn forecast for the General Fund Revenue budget and the Capital programme for this Committee.
Consultation and Feedback	Budget holders have been consulted about the budget issues in their service areas. The feedback has been incorporated in the report to explain differences between budgets and actual income and expenditure.
Financial Implications and Risk Assessment	There are no direct financial implications arising from this report as it looks at current revenue and capital budget estimates. Final positions for 2018/19 will be reported as part of the year end outturn process. Andrew Cummings - Head of Finance & Section 151 Officer Email: andrew.cummings@stroud.gov.uk
Legal Implications	There are no legal implications arising from this report. Patrick Arran, Int. Head of Legal Services & Monitoring Officer Tel: 01453 754364 Email: patrick.arran@stroud.gov.uk
Report Author	Adele Rudkin, Accountant Tel: 01453 754109 Email: adele.rudkin@stroud.gov.uk
Options	None
Performance Management Follow Up	Budgets will continue to be monitored on a regular basis by budget holders supported by Finance. The outturn position will be reported to Strategy and Resources committee in May 2019.
Background Papers/ Appendices	None

Background

1. This report provides the third monitoring position statement for the financial year 2018/19. The purpose of this report is to notify members of any known significant variations to budgets for the current financial year, highlight any key issues, and to inform members of any action to be taken if required.
2. **Due to the volume of information contained in the report, it would be helpful where members have questions on matters of detail if they could be referred to the report author or the appropriate service manager before the meeting.**

Revenue Budget position

3. Council approved the General Fund Revenue budget for 2018/19 in February 2018 including budget proposals of the administration.
4. The latest budget for Environment Committee taking into account the adjustments for workforce plan and salary inflation is £4.707m (Original Budget was £4.749m).
5. The monitoring position for the committee at 31 December 2018 shows a **projected net overspend of £73k** against the latest budget, as summarised in Table 1. The overall position on the General Fund will be considered by Strategy and Resources committee at their meeting in October 2018.
6. The outturn position is mainly attributable to the major items outlined in Table 2 with an explanation of the significant variances that have arisen. (a significant variation is defined as being +/- £20,000 on each reporting line) Table 4 provides a more detailed breakdown on the committee's budgets.
7. Table 3 shows the Capital spend and Projected outturn for the Environment Committee for 2018/19.

Table1 – Revenue budgets Environment Committee 2018/19

8. Although the Multi Service Contract (MSC) is still overspent by £411k within this committee, underspends elsewhere in the Committee have significantly reduced the overspend for the Committee as a whole. The Council's current MTFP assumes that £300k will be drawn down from the waste and recycling reserve at year-end. This will be considered as part of the outturn process to determine the actual draw down required.
9. The adjustments to the budget for the MSC in 2019/20 onwards should significantly reduce the risk of an overspend in future years as the budget is now in line with the agreed contract sum for the year.

The table below outlines the key variances for this Committee

Environment Committee	Para Refs	2018/19 Original Budget (£'000)	2018/19 Revised Budget (£'000)	2018/19 Forecast Outturn (£'000)	2018/19 Outturn Variance (£'000)
Canal		7	7	7	0
Director (Development Services)		116	117	117	0
Head of Health and Wellbeing		70	71	71	0
Environmental Health	11	751	757	535	(223)
Statutory Building Control	10	117	126	78	(48)
Planning Strategy/Local Plan		306	311	314	3
Development Control	12	7	15	8	(7)
Land Charges & Street Naming		(4)	(31)	(48)	(17)
Economic Development	13	161	116	80	(36)
Carbon Management		71	71	62	(9)
Waste and Recycling: MSC	14	3,128	3,136	3,546	411
Waste and Recycling: Other		19	11	11	0
Environment TOTAL		4,749	4,707	4,780	73

Table 2 - Headline Budget variances

Service	Para Refs	Overspend / (Underspend) (£'000's)
Environmental Health		
Land Drainage	11	(180)
Planning and Building Control Admin	10	(52)
Economic Development	13	(36)
Waste and Recycling: MSC	14	
MSC: Refuse Collection		164
MSC: Food Waste		134
MSC: Recycling		(21)
MSC: Bulky Waste		(44)
MSC: Garden Waste		135
MSC: Street Cleansing		42
Environment TOTAL		142

Note: This table shows the significant variations only and therefore will not agree to the variation shown in Table 1

10. Statutory Building Control – (£134k) underspend (for info only)

(Paul Bowley xtn 4250, paul.bowley@stroud.gov.uk)

This variance is reported for information only as any surplus/overspend will be transferred to the Building Control Partnership reserve.

Gloucestershire Building Control Partnership is a shared service with Gloucester City Council and hosted by Stroud. The service is provided under the auspices of the Building Act 1984, an element of the service is in competition with the private sector. The shared service was established on the 1st July 2015 and has resulted in an increase in income due to receiving applications from both Stroud and Gloucester areas.

An underspend is forecast on salaries (£48k) as a result of two vacant posts within the service. A service review is underway which will help inform the establishment going forward. An overspend is also anticipated on mileage following the trend on last year's actuals.

11. Environmental Health – (£223k underspend)

(Jon Beckett xtn 4443, jon.beckett@stroud.gov.uk)

(£80k) of this variance is concerned with Land Drainage. This underspend is partly due to monies carried forward from previous years (external

funding from the County Council) to fund land drainage enforcement work. It was intended to use the fund as matched funding for a bid for European funding for the Stroud valleys initiative, however unfortunately the bid was not successful. This is proposed to be carried forward for future match funding projects.

A (£60k) income surplus has been forecast. This is a combination of funding from the Environment Agency for flood prevention projects and S.106 monies for flood prevention work. For various reasons outside the control of the council, the projects will not be ready for delivery this year. This will be proposed as a carry forward for 2018/19.

The Rural SuDS Project budget is the funding we receive from the EA to mainly pay for the project officer. There is a significant underspend on this budget this year as the post was vacant for nearly 6 months and the salary level was dropped from a Stroud 6 to a Stroud 5 when the new officer was appointed. This is a deliberate decision to try to stretch this funding so that the post can be maintained until March 2021 when a new funding stream will become available for this type of work. There will be a proposed carry forward of (£40k).

There are some additional small underspends predicted across The Environmental Health Service.

12. Development Control – (£7k underspend)

(Geraldine LeCointe xtn 4233, geraldine.lecointe@stroud.gov.uk)

Overall the underspend is insignificant but there are some larger offsetting variances.

Within salaries a (£62k) underspend is predicted. This is due to vacant posts not being recruited to in this financial year. The service has recently undergone its workforce plan review which has led to a new structure now in place.

A £17k overspend is predicted in Appeals which is predominately consultants fees for a public inquiry and an award of costs against the Council for a High Court challenge for Land East of Canonbury Street, Berkeley. An income shortfall of £33k will also be realised due to historic budget for sale of documents to the public. This budget is no longer relevant because the information is available online. The remaining overspend is in respect of pre-application fees was an estimate of the likely take up of this service, it has proved to be less than previous years and the anticipated increase in these charges has not be rolled out due to staffing issues.

13. Economic Development – (£36k underspent)

(Pippa Stroud xtn 4099, pippa.stroud@stroud.gov.uk)

This variance has arisen due to the service having gone through the work force plan project and the post of Economic Development Officer being made redundant. As a result there is no capacity for the investment of this budget on projects related to economic development, apart from those

commitments already made to the Princes Trust and the Wotton Greenway.

14. Waste & Recycling – £411k overspend

(Michael Towson xtn 4336, michael.towson@stroud.gov.uk)

The overall financial position on the Multi Service contract is explained by the 2018/19 gross cost of the contract (£5.639m) significantly exceeds the available budget. Although action has been taken during the financial year to reduce the level of expenditure, there remains a significant funding gap before any income streams are taken into account. The level of ongoing resource has been addressed by the Council through the MTFP. Taking into account the additional income from Recycling Credits and the JWP Incentive Payment, there is a projected net overspend on Multi-Service budgets within this Committee of £0.411m.

Indicative figures from Ubico 18/19 suggest the forecast spend will be £80k over the original budget figure of £5.639m. This includes efficiency savings made earlier in the financial year.

Garden waste subscriptions for the 2019 scheme have increased to £45 (previously £39) and this is expected to generate additional income. The full impact of this will be felt in the 19/20 figures.

A number of fleet vehicles have been replaced and a capital replacement programme has been formulated to account for ageing fleet and property growth. This investment is mitigating un-budgeted cost pressures borne out of the high cost of specialist hire vehicles which has been reflected in Ubico's 19/20 budget.

Multi Service Income Streams

Recycling rates in the Stroud District are the best in the south west at 61%. New recycling contracts came in to force in July 2018 and these have had a positive impact on the overall financial position. Currently income from the sale of recyclates is forecast to be around £612k, well above original income targets and above the forecast previously reported by £70k. Markets for the sale of this material remain volatile.

In this financial year incentive and recycling credit payments made via the County Council remain relatively unchanged. However the County Council are expected to serve 12 months notice on an amendment to food waste incentive payments. These proposals would limit the maximum payment to Stroud at £100k per annum which would have a significant impact on the 20/21 budget and the MTFP. This would represent a reduction of circa. £275k per annum. Representation to reconsider these proposals has been made to the County Council.

APSE Review

The Association for Public Service Excellence (APSE) Review referred to previously, has been completed and the report has been distributed to members. The report indicated that the Ubico contract is offering good value for money. A number of recommendations were made and an officer led Service Review Working Group has been set up to prioritise

this work. Regular updates on progress will be provided to the Environment Committee.

Capital Programme

Table 3 below shows the Capital Outturn forecast for 2018/19 with a projected outturn variance of (£1.483m).

Table 3 – Environment Committee Capital Programme

Environment Capital Schemes	2018/19 Revised Budget (£'000)	2018/19 Spend to date (£'000)	2018/19 Projected Outturn (£'000)	2018/19 Outturn Variance (£'000)
Canal - Phase 1B (Development)	1,474	217	250	(1,224)
Stroud District Cycling & Walking Plan	100	0	100	0
Market Town Centres Initiative fund	100	0	100	0
Wallbridge - Gateway	100	0	0	(100)
MSC - Vehicles	619	460	460	(159)
TOTAL Capital	2,393	677	910	(1,483)

15. Canal

The Council and Cotswold Canals Trust are jointly working on the Development Stage of Cotswold Canals Connected – the project to reinstate 4 miles of canal West of Stonehouse, connecting the already restored stretch to the national network. The Heritage Fund selected this as one of just four projects across the country to receive development funding. An application for the full £9million of Heritage Fund money to allow the whole project to go ahead will be made late this year.

The project will to take the canal under the M5 motorway and A38 roundabout, reinstate the 'missing mile' of canal near Eastington and take it under the Gloucester – Bristol railway line at Stonehouse.

16. Stroud District Cycling and Walking Plan

- The resurfacing of the Nailsworth/Dudbridge route, which is being led by Gloucestershire Wildlife Trust as part of their ERDF Wild Towns project, is currently out to tender, with work due to commence in April. SDC has committed £75k towards this through the ERDF bid, with a further £25k going directly towards the resurfacing work. This is payable to GWT on completion of the tender process.
- A meeting in October 2018 between SDC and GCC officers has established a feasible route between Uley and Cam station, via Dursley and Cam. Officers are now working on the next steps to bring this forward.
- The proposed high quality utility cycle route between Chalford and Stroud will be subject to an “Inspiration Study”. After considering the

various options, the Parish Cycle Group has opted to commission an independent Dutch consultancy called Witteveen and Bos to carry out this study. The group has managed to raise the required funding from various sources. SDC has not contributed to the cost of the study.

- The Kingswood/Wotton/Charfield Greenway proposal is being progressed with the help of Sustrans. Having completed a study to identify the best route, they are about to embark on phase 2, which will involve landowner negotiation and finalised costing for implementation.

17. Market Town Centres Initiative Fund

The Distribution of Market Towns Funding was agreed at January's Strategy and Resources Committee. In order to be able to distribute the funds to the relevant Town Councils, written confirmation has been sought that they will spend the funds as agreed, before the funds can be released. We are currently awaiting confirmation from five of the six Town Councils but anticipate that this will be received, and the budget spent, before year end. The amendment to the overall budget agreed at Council Jan 19 will form part of the revision of 19/20 budget.

18. Wallbridge Gateway

The current status of the project has changed. Ecotricity have withdrawn their application to match fund. The budget requirement is now £90k SDC and 5k STC (with no matched funding from external bodies). The scheme design work was retendered based on the reduced budget, but no bids were received. Officers are exploring the reasons for this, with a view to retendering. This will potentially include the canal side schemes at Wharfdale Way in Stonehouse. The transfer of the freehold interest in the northern part of the site from the County Council is progressing, now that remediation works have been undertaken to the former Brewery Wall.

19. Multi Service Contract Vehicles

The purchase of vehicles has successfully progressed over the year. Due to changes in specifications and some procurement issues the capital budget will not be fully spent this financial year. At the time of writing this report the procurement of vehicles is continuing and being placed on the portal.

Table 4 – Detailed revenue variations

Environment Committee	Para Refs	2018/19 Original Budget (£'000)	2018/19 Revised Budget (£'000)	2018/19 Forecast Outturn (£'000)	2018/19 Outturn Variance (£'000)
Canal Partnership		7	7	7	0
Director (Development Services)		116	117	117	0
Head of Health and Wellbeing		70	71	71	0
Environmental Health Team		149	149	133	(16)
Contaminated Land		32	32	26	(6)
Dog Warden Service		78	78	75	(3)
Environmental Protection		153	154	147	(7)
Food Safety		150	151	151	(1)
Health and Safety		86	87	91	4
Land Drainage	11	38	39	(141)	(180)
Public Health		43	43	43	0
Pest Control		6	7	(4)	(11)
Port Health		2	2	(1)	(3)
Planning Liaison		14	14	14	0
Environmental Health	11	751	757	535	(223)
Planning and Building Control Admin		258	261	209	(52)
Building Control		(186)	(202)	(201)	1
Securing Dangerous Structures		9	10	9	(1)
Building Regulation Enforcement / Advice		36	58	62	4
Building Control	10	117	126	78	(48)
Street Naming		(4)	(4)	(24)	(20)
Land & Property Custodian		0	(28)	(24)	3
Land Charges & Street Naming		(4)	(31)	(48)	(17)
Planning Strategy		306	311	314	3
Preparation of Core Strategy		0	0	0	0
Planning Strategy/Local Plan		306	311	314	3
Development Control		(267)	(261)	(230)	31
Trees		42	43	43	0
Conservation		59	59	71	12
Appeals		0	0	17	17
Planning Appeal Costs		69	70	26	(44)
Enforcement		106	107	86	(21)
Footpath Diversion		(2)	(2)	(5)	(3)
Development Control	12	7	15	8	(7)

Environment Committee	Para Refs	2018/19 Original Budget (£'000)	2018/19 Revised Budget (£'000)	2018/19 Forecast Outturn (£'000)	2018/19 Outturn Variance (£'000)
Economic Development	13	54	35	21	(14)
Market Town Projects		24	16	0	(16)
Regeneration		82	65	59	(7)
Economic Development		161	116	80	(36)
Carbon Management		71	71	62	(9)
MSC: Refuse Collection	14	1,116	1,116	1,280	164
MSC: Food Waste		341	341	475	134
MSC: Recycling		1,181	1,181	1,159	(21)
MSC: Bulky Waste		45	45	1	(44)
MSC: Garden Waste		(153)	(153)	(18)	135
MSC: Street Cleansing		599	607	649	42
Waste and Recycling: MSC		3,128	3,136	3,546	411
Waste and Recycling: Other		19	11	11	0
Environment Total		4,749	4,707	4,780	73

STROUD DISTRICT COUNCIL
ENVIRONMENT COMMITTEE

**AGENDA
ITEM NO**

28 MARCH 2019

8

Report Title	DEVELOPMENT OF A STRATEGIC PLANNING FRAMEWORK FOR GLOUCESTERSHIRE COUNTY TO 2050
Purpose of Report	To update Committee on progress to date and to make recommendations on the way forward through the preparation of a Statement of Common Ground.
Decision(s)	Committee resolves to:- 1. Support the development of a broad Strategic Planning Framework for Gloucestershire to 2050 and beyond, through the preparation of a Statement of Common Ground, to be prepared by the six local planning authorities, Gloucestershire County Council and the GFirst LEP.
Consultation and Feedback	A Leaders Board has been set up and has met regularly to consider methods of securing greater co-ordination of strategic planning matters across Gloucestershire. Progress has been reported to Planning Review Panel.
Financial Implications and Risk Assessment	There are no direct resource implications arising from this report, other than the continued funding of the Gloucestershire Strategic Planning Coordinator which is funded on a two year partnership basis between all councils. There will be further costs much of which will be associated with existing plan development. Any additional budget requirements will be brought forward for consideration as they arise. Adele Rudkin, Accountant Tel: 01453 754109 adele.rudkin@stroud.gov.uk Failure to maximise the opportunity created through the creation of an effective Strategic Planning Framework for Gloucestershire County would mean that opportunities for effective strategic development discussions are lost. The opportunity to save resources through joint commissioning of an effective evidence base may also be lost.
Legal Implications	This is a report template that is going to all six

	<p>district councils. The template included legal implications written by Tewkesbury Borough Council officers as follows:</p> <p><i>“The Statement of Common Ground is a non-statutory planning document. Paragraph 20 of the National Planning Policy Framework (NPPF) sets out the matters that the strategic policies should make provision for. This is also linked to matters set out in sections 33A(4) and 19(1B) to 19(1E) of the Planning and Compulsory Purchase Act 2004. Para 27 of the NPPF requires Local Authorities to demonstrate effective and on-going joint working by preparing Statements of Common Ground. The formal approval of the Statement of Common Ground will remain the responsibility of each local planning authority.”</i></p> <p>The matters set out in: 19(1B) are that the Council must identify strategic priorities for the development and use of land in its area; 19(1E) deals with combined authorities; and, 33A(4) places a duty on the Council to co-operate on sustainable development or use of land that would have a significant impact on (in particular strategic infrastructure) at least two planning areas or is a county matter and/or would have a significant impact on a county matter.</p> <p>Legal advice on the Strategic Planning Framework resulting from the process will be provided as appropriate and required.</p> <p>Craig Hallett, Solicitor & Deputy Monitoring Officer Tel: 01453 754364 Email: craig.hallett@stroud.gov.uk</p>
Report Author	<p>Mark Russell, Planning Strategy Manager Tel: 01453 754305 Email: Mark.Russell@stroud.gov.uk</p>
Options	<p>A number of options have already been considered by Gloucestershire authorities to support greater co-ordination of strategic planning matters across Gloucestershire, ranging from liaison on an informal basis, through the preparation of a non-statutory growth strategy to the preparation of a single Local Plan for Gloucestershire.</p> <p>Options at this stage are to:</p> <ol style="list-style-type: none"> 1. approve the development of a Statement of

	Common Ground with a scope as set out in the report; 2. approve a Statement of Common Ground with an amended scope or 3. support a different approach.
Performance Management Follow Up	Progress with the preparation of a Statement of Common Ground will be reported to Leaders Board and within this Council to Planning Review Panel and Environment Committee. Decisions on spatial planning matters contained within the document will need to be agreed by Council.
Background Papers/ Appendices	Appendix A – Gloucestershire Strategic Planning Governance Structure

1. BACKGROUND

- 1.1 It has been recognised for some time that a better coordinated approach to long term spatial planning in Gloucestershire would be beneficial. Such an approach could provide an agreed broad vision for the future growth of the County which would support local plan development and avoid duplication, potential conflict between plans and fulfil the duty to cooperate. This partnership approach could also better coordinate infrastructure requirements and associated funding whilst delivering potential savings through joint commissioning of evidence.
- 1.2 These advantages can be gained by working together and by cooperating effectively, however the responsibility for spatial planning decision making will remain with the local plan authorities individually.
- 1.3 In June 2018 the Gloucestershire Economic Growth Joint Committee (GEGJC) appointed the Strategic Planning Coordinator for the County. The role of this post is to work towards better planning coordination in the County. The Gloucestershire Strategic Planning Coordination project has now been running for six months. Work to date has focussed upon:
- Establishing the governance and working arrangements for the project including the setting up of the Leaders Board (which consists of Leaders of all the District Councils, the Leader of the County Council and LEP representatives) and an associated officer group under the auspices of the GEGJC. The governance structure is shown at appendix 1
 - Synergising the relationship between this piece of work and the continuing work on existing local plans
 - Reviewing the available evidence and developing the means of supplementing the evidence base through collaborative working
 - Reviewing existing joint planning arrangements and partnerships, for example evidence commissioning

- Considering the type and nature of 'framework document' for Gloucestershire.

2. WORK TO DATE

- 2.1 The Leaders Board has been meeting on a regular basis since its inception in June 2018. One of the key discussions has been the consideration of the type of plan that is appropriate for Gloucestershire. These discussions have concluded that whilst there are other methods of securing a Strategic Planning Framework and its associated benefits the most appropriate model for strategic planning in Gloucestershire is considered to be the non-statutory Statement of Common Ground (SCG).
- 2.2 The SCG is a document which has been established by the National Planning Policy Framework 2018 and will be required to be produced and agreed between the six local planning authorities, the County Council, GFirst LEP and other key parties as appropriate. It will set out the agreed position in respect of cross boundary strategic planning issues, demonstrating that the 'Duty to Cooperate' has been fulfilled, but it can also be used to set out a long term agreed vision for the broad location of development within the county.
- 2.3 Following consideration of the best way to deliver a long term strategic planning framework, the Leaders Board consider that a joint SCG would be the best mechanism to deliver a coordinated approach agreed by all partners. This will allow local planning authorities to continue to deliver current and future spatial plans and policies, but will also allow the local planning authorities to work together to determine a coordinated approach to future strategic planning in the county and maximise resource efficiency.
- 2.4 This will also allow the local authorities to look beyond their plan periods and link into conversations regarding Gloucestershire 2050 to seek to meet aspirations for growth and infrastructure. Furthermore, effective cooperation enables strategic policy-making authorities and infrastructure providers to establish whether additional strategic cross-boundary infrastructure is required. The SCG would be evidence that the strategic policy-making authorities have sought agreement with the relevant bodies and, in relation to the Community Infrastructure Levy, it can form part of the evidence base for the Infrastructure Funding Statement.

3. STATEMENT OF COMMON GROUND

- 3.1 The NPPF 2018 sets out the details expected to be covered within a SCG. These are as follows:

1. A spatial portrait and narrative of the geography of the area and the key strategic matters being addressed by the statement, for example meeting the housing need and economic growth for the area and key environmental issues such as flood protection, climate change impact reduction, air quality etc.;
 2. Details of the plan-making authorities responsible for joint working detailed in the statement, along with any others engaged in the process and the associated governance arrangements for the cooperation process, including how the statement will be maintained;
 3. The housing requirements in any adopted and (if known) emerging strategic policies relevant to housing within the area covered by the statement as well as a view of the future growth necessary;
 4. An understanding of the distribution of housing and economic growth needs in the area as agreed through the plan-making process, or the process for agreeing the distribution of need (including unmet need) across the area;
 5. A record of where agreements have (or have not) been reached on key strategic matters, including the process for reaching agreements on these; and
 6. Any additional strategic matters to be addressed by the statement which have not already been addressed, including a brief description how the statement relates to any other statement of common ground covering all or part of the same area.
- 3.2 The detail and scope in the SCG is expected to be proportionate to the matters being addressed but would seek to tackle the key issues facing the County and the aspirations for strategic growth and infrastructure requirements.
- 3.3 In addition to the NPPF requirements, the Leaders Board consider that a SCG for Gloucestershire will:
1. Draw from existing and developing local plans and plan development processes to provide an agreed joined up picture of growth within Gloucestershire
 2. Include the broad aspirations of partners for the promotion of growth within Gloucestershire
 3. Provide an agreed approach between all agencies to allow cooperation in delivery of plans and infrastructure
 4. Improve strategic planning coordination, cooperation and communication to avoid potential conflict between plans and partners ensuring Gloucestershire can speak with 'one voice',

which is so important for Government dialogue and associated funding bids

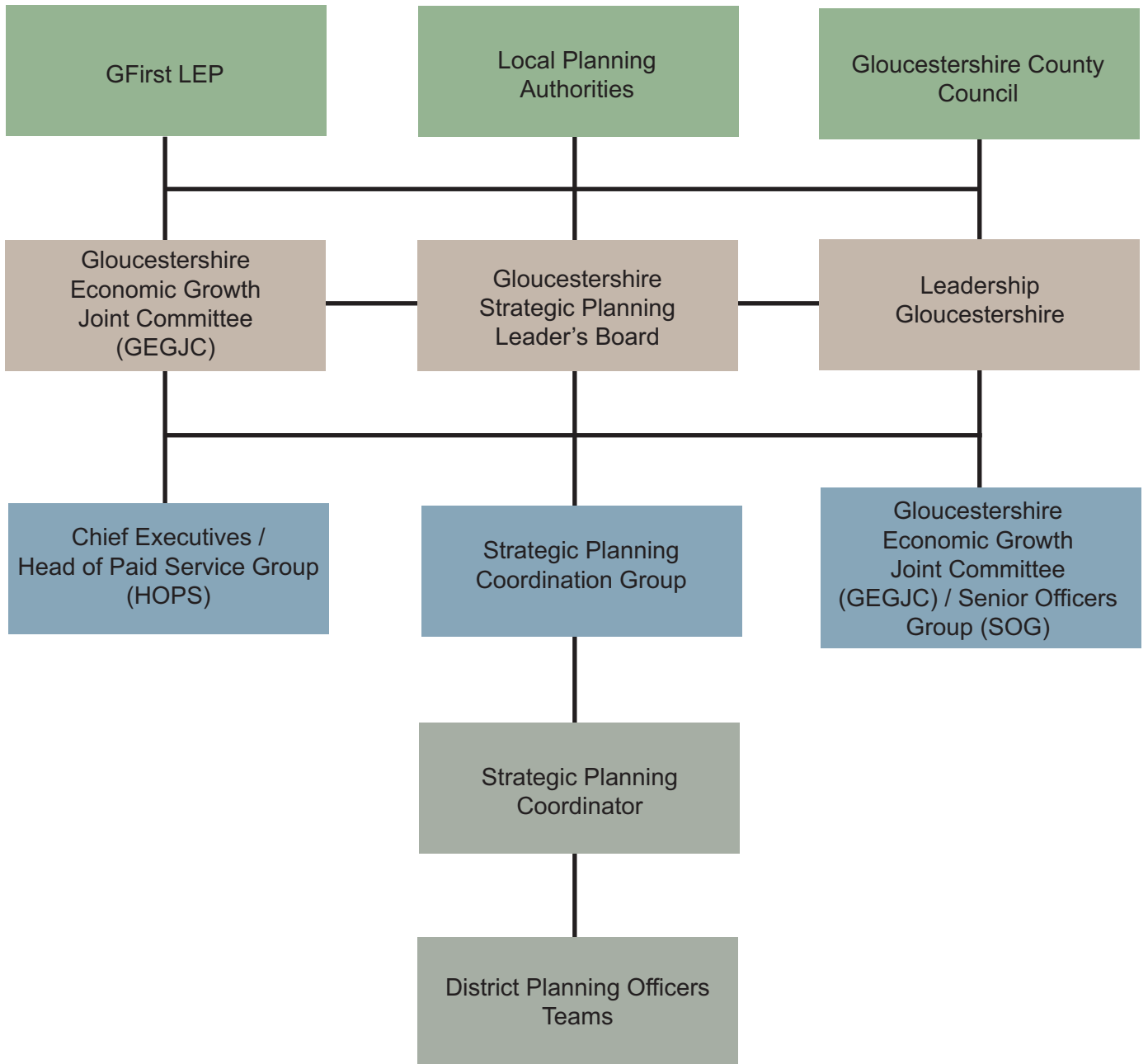
4. SCG DEVELOPMENT PROCESS

- 4.1 The Leaders Board has concluded that, given the importance of this partnership work, all the individual local authorities and GFirst LEP should be asked to approve the principles of this planning partnership work as set out in this report at the outset of the project. This report therefore is being presented to all Gloucestershire councils and GFirst LEP for consideration within the meeting cycles for February and March 2019.
- 4.2 This project is in its earliest stages, therefore this report concerns the principles of this project only and much further detail will need to be developed as the project progresses. As work on this project progresses Members will be updated. Further reports will be presented to individual local authorities and GFirst LEP as further decisions are required. Final adoption of the SCG for Gloucestershire will need to be agreed by each constituent authority.

5. CONSULTATION

- 5.1 The Statement of Common Ground will be subject to a level of consultation which will need to be in accordance with the Statements of Community Involvement of each constituent local authority.

Gloucestershire Strategic Planning Governance



STROUD DISTRICT COUNCIL
ENVIRONMENT COMMITTEE

**AGENDA
ITEM NO**

28TH MARCH 2019

9

Report Title	CHALFORD COMMUNITY DESIGN STATEMENT
Purpose of Report	To approve a Design Statement for public consultation so that it may become adopted as a formal Supplementary Planning Document (SPD). The report sets out the recommended response to the Parish Council on the Chalford Design Statement.
Decision(s)	The Committee RESOLVES to: (1) Approve the draft Chalford Design Statement for the purposes of public consultation
Consultation and Feedback	This draft Chalford Design Statement has been produced by members of the Parish Council working with the local community. Comment and advice from Officers of the Council has been sought to ensure compliance with the NPPF and adopted local plan policies. The Design Statement has been the subject of publicity, consultation and scrutiny at various stages of production. The record of community involvement to date is given in Appendix B of this report. Formal public consultation will now take place for six weeks administered by the District Council and responses will be reported as part of a future SPD adoption report to this Committee.
Financial Implications and Risk Assessment	There are no direct financial implication arising from this report. Any associated costs for officer time and the statutory advert will be administered within the service budget. Adele Rudkin, Accountant Tel: 01453 754109, email:adele.rudkin@stroud.gov.uk
Legal Implications	The proposed design statement is a draft supplementary planning document (SPD) and will not form part of the Council's development plan. SPDs are allowed to contain policy, but it must be justified and must not conflict with the adopted Local Plan; they should build upon and provide more detailed advice or guidance on the policies in the Local Plan. SPDs cannot supersede development plan policy and will not itself dictate how planning applications are determined but if adopted are a material consideration when determining relevant applications. SPDs cannot contain policy identifying development and use of land, making site allocations or site allocation policies or setting development management to guide application decisions.

	<p>Local Planning Authorities must produce a Statement of Community Involvement (SCI) which is subject to a separate report before this committee. The SCI sets out the Council's policy for consulting and engaging with individuals, communities and other stakeholders in the preparation and revision of supplementary planning documents amongst other matters. Any consultation must adhere to the SCI (if adopted, the version before the committee tonight), as well as the Town and Country Planning (Local Planning) Regulations 2012 and be adequate and fair.</p> <p>Craig Hallett, Solicitor & Deputy Monitoring Officer Tel: 01453 754364 Email: craig.hallett@stroud.gov.uk</p>
Report Author	<p>Conrad Moore, Principal Planning Officer, Planning Strategy. Tel: 01453 754328 Email: conrad.moore@stroud.gov.uk</p>
Options	<p>Options are:</p> <ol style="list-style-type: none"> 1. approve the draft document for public consultation; or 2. amend the draft document for public consultation.
Performance Management Follow Up	<p>Progress on the use of the Design Statement post adoption will be monitored by both the Parish and District Council through the development control process. Post adoption the document will be reviewed to ensure continued conformity with any future local planning and national planning policy direction.</p>
Background Papers/ Appendices	<p>Background papers Appendix A – Chalford Design Statement (February 2019)</p> <p>Appendix B – Chalford Design Statement Consultation Audit Trail Reports</p> <p>Paper copies have been placed in the Members Room.</p>

1. INTRODUCTION / BACKGROUND

- 1.1 The Chalford Design Statement has been produced under the initiative originally launched by the former Countryside Commission to encourage communities to identify local character and to set out design guidance at the local level. A Village Design Statement [VDS] is a practical tool to help influence decisions on local design. Prepared correctly, a VDS will provide a clear statement of the character of a particular village or locality against which planning applications may be assessed. It is not about whether development should take place (this is one of the purposes of both the current Adopted Stroud District Local Plan, but about how development should be undertaken so as to respect the sense of place and local identity.

- 1.2 Local people in villages and smaller more dispersed rural communities are well placed to identify local character and distinctiveness, described in terms of the landscape setting of their villages, the pattern and shape of the settlements, and the nature of buildings, spaces, landmarks and special features. An effective VDS:
- is developed, researched, written, and edited by local people;
 - is representative of the views of the village as a whole and has involved a wide section of the village community in its production;
 - describes the visual character of the village and demonstrates how local character and distinctiveness can be protected and enhanced in new development locally;
 - is compatible with the statutory planning system and is suitable for approval by the District Council as supporting its Adopted Local Plan;
 - is applicable to all forms and scale of development; and is about managing change in the village, not preventing it.
- 1.3 At the national scale Government continues to seek to devolve powers to local councils and neighbourhoods thereby giving local communities influence and a voice in making planning decisions. This design statement is about letting the people who know and care for an area to influence development within it. Furthermore work undertaken for the Design Statement is to be used as a first step in drafting a future Chalford NDP. Plans can share a common evidence base. The adopted Local Plan contains a number of policies which refer to Neighbourhood Development Plans, Design Statements and accompanying evidence. The National Planning Policy Framework (NPPF) July 2018 at paragraphs 124 - 127 is clear on the role that design statements and guidance can have.

2. ISSUES FOR CONSIDERATION

- 2.1 The DS covers the Parish of Chalford. The introductory and background text gives the location of the Parish and the document role and purpose in the planning context. It points out the distinctive characteristics of the locality. The document draws together the particular aspects that the community value. It provides planning guidance to respect the local environment and to influence how future development should be carried out. It usefully refers to the Pre Application Community Involvement Protocol of which Chalford is a signatory. The DS covers a range of planning related matters which then have a series of policy guidelines accompanying that matter such as Conservation Areas. As formal SPD it will influence how any new building can better complement the existing Parish characteristics valued by the Community. By approving the document as Supplementary Planning Document (SPD) in the future, the policies within it will add further detail to the policies as part of the Adopted Local Plan. Chapters 4, 5, and 6 set out the 24 policy recommendations. Chapter 8 links them with the current NPPF, Adopted Local Plan policies and the Cotswolds AONB Management Plan Policies

required by SPD regulations. The document embraces the SDC Protocol for Pre-Application Community Involvement process and which in turn should mutually benefit all parties involved in the development process.

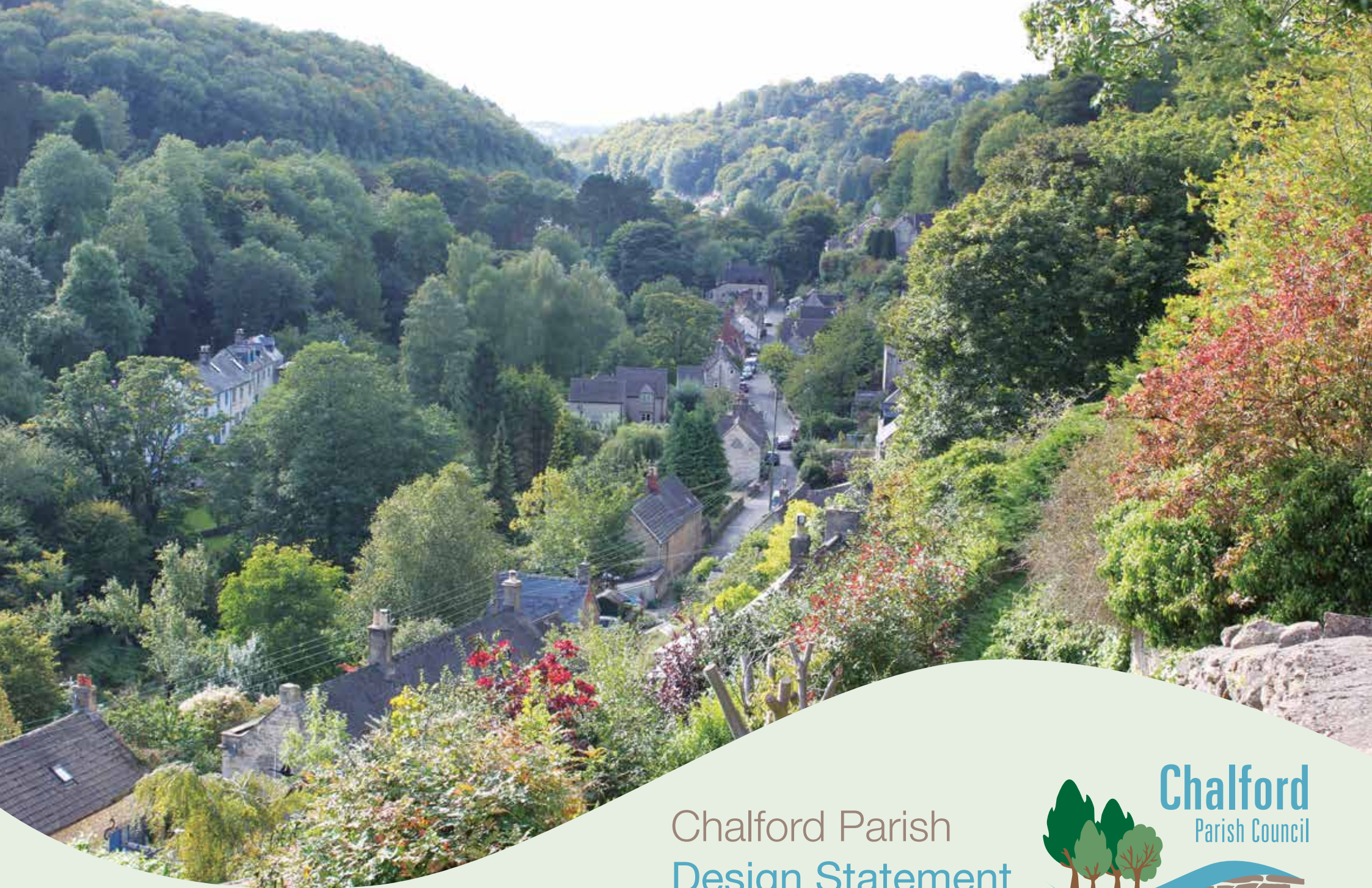
- 2.2 Whilst local public consultation has been carried out in accordance with the original Countryside Agency Design Statement production advice, to be able to adopt the document as SPD the Council must legally ensure full compliance with Town and Country Planning (Local Planning) Regulations 2012.. The DS does have an accompanying consultation audit trail of how comments from stakeholders have been taken into account in putting together the design statement in accordance with production guidelines. The Consultation Audit Trail Report is given at Appendix B of this report. The CDS provides an important evidence base on local design issues that can help inform the implementation of national and Local Plan policies by recognising that local communities have a detailed appreciation and understanding of their own place. As SPD the Council will formally recognise the added value to the policy implementation process. However the Council, in wishing to elevate the planning status of this excellent community document, must ensure six weeks of public consultation fully in accordance with the Town and Country Planning (Local Planning) Regulations 2012 (Parts 12 and 14) relating to stakeholder and public participation and then adoption.

3. NEXT STEPS

- 3.1 The District Council will undertake six weeks of public consultation in accordance with the 2012 Regulations and adopted Statement of Community Involvement. The contents of the Design Statement will be reviewed in the light of formal consultations received and a future report to Environment Committee will consider whether the document should be adopted as a Supplementary Planning Document.
- 3.2 The District Council is committed to undertaking an early review of the 2015 Adopted Local Plan and Chalford Parish have also committed to undertaking a review of the VDS advice once the Local Plan Review has been completed.

4. CONCLUSION / RECOMMENDATION

- 4.1 Every parish, village and small town should consider the benefits of preparing a DS. Officers consider for the reasons set out in this report that the Chalford Design Statement should be approved as draft SPD for the purposes of public consultation. Following formal consultation and subject to responses received the Council could then formally adopt the document as SPD. In this role it will materially support and inform decisions on future planning applications.



Chalford Parish Design Statement



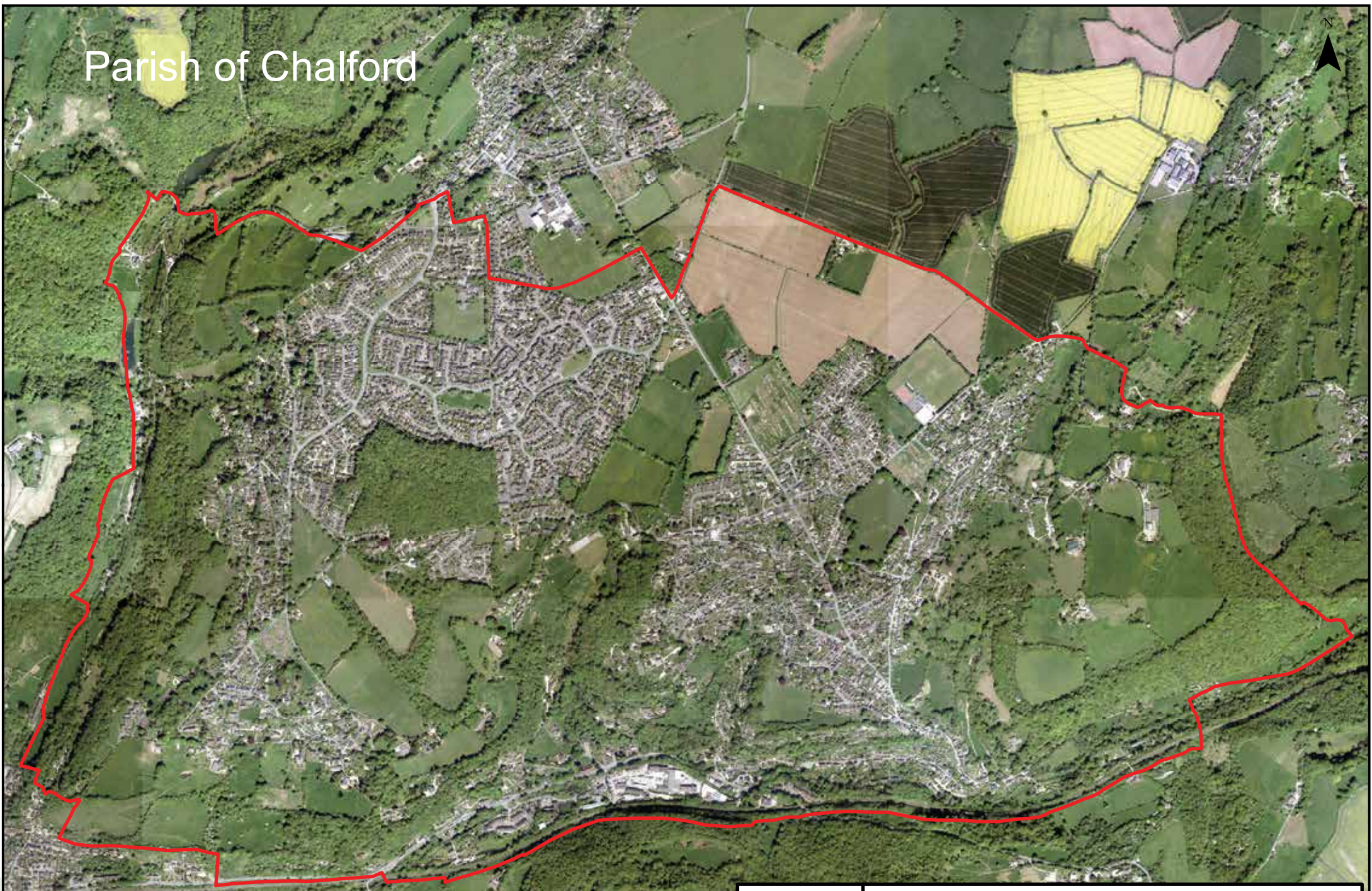
“ I welcome that the Chalford Design Statement has been produced by Chalford Parish Council working with the local community. It clearly sets out the planning and design issues facing Chalford which could threaten its important and distinctive building and landscape features. The community have positively responded to these challenges by encouraging locally distinctive and high quality design. The document firmly embraces the SDC Protocol for Pre-Application Community Involvement that should mutually benefit all parties involved in the development process. I welcome such advice that stresses the need for development proposals to reflect and respond to the community’s sense of place by using local materials and appropriate design solutions. This will in turn usefully contribute to the Council’s aspirations for the future of our District set out in the Local Plan.”

Cllr Doina Cornell
Leader, Stroud District Council, 2019

Chalford Parish Design Statement



Parish of Chalford



Chalford Design Statement



Chalford design statement
25/02/2019

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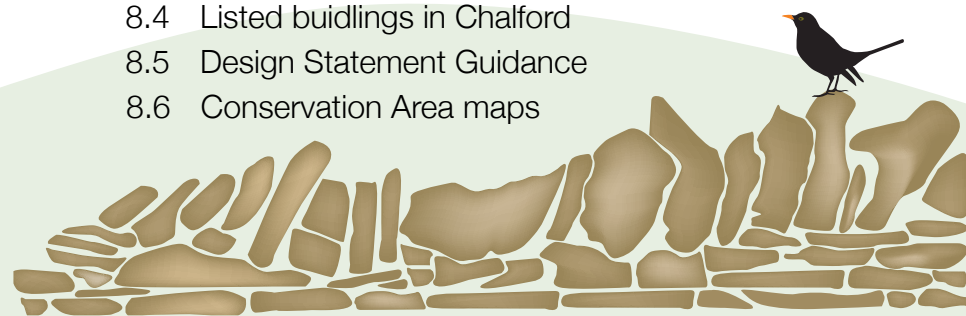
- Pages 1-2** **1. Introduction**
- 1.1 What is a Design Statement?
 - 1.2 Why a Design Statement for Chalford?
 - 1.3 How the Design Statement has been produced
- Pages 3-8** **2. The Parish of Chalford**
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- 3.1 Chalford Hill
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- Pages 21-26** **4. The Conservation Areas**
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- Pages 27-29** **5. Outer village areas**
- 5.1 Key characteristics
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 - 5.3 Design guidance for new development within the curtilage of existing dwellings

- Pages 30-35** **6. Areas outside the settlement boundaries**
- 6.1 Landscape characteristics
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- Pages 35-36** **7. Delivering high-quality design**
- 7.1 Using the design statement
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- Pages 37-42** **8. Appendices**
- 8.1 References used for defining the Cotswold Vernacular style
 - 8.2 Acknowledgements
 - 8.3 Links between Chalford Design Statement Guidelines and other policies
 - 8.4 Listed buildings in Chalford
 - 8.5 Design Statement Guidance
 - 8.6 Conservation Area maps





1. Introduction

1.1 What is a Design Statement?

The Chalford Design Statement has been produced by Chalford Parish Council working with local residents to:

- Describe the distinctive character of its parish and villages
- Identify the landscape setting, the shape of the settlements and the nature of the buildings
- Provide design guidance based on that distinctive local character and sense of place valued by local people
- Encourage all designers of new constructions to ensure that the new build enhances the area in which it is built

- Ensure similar standards are applied to alterations, repair and maintenance of existing properties.

1.2 Why a Design Statement for Chalford?

This Design Statement is necessary because, although the parish is not facing any major developments, the large number of minor changes in recent years (extensions as well as new buildings) have had a cumulative and negative impact on the character of the various settlements.

The main problems are the height of new buildings in relation to their neighbours, and the extensive use of render and

timber in an area where stone is dominant. These are beginning to threaten the important landscape setting of the settlements and the Parish of Chalford as a whole.

The Parish of Chalford is unquestionably distinctive. The older settlements are separate and are set in a variety of strong landscape settings with an interesting geology that can affect building construction. With the exception of the Manor Village development, Chalford Parish settlements are built on steep gradients and have a network of lanes and footpaths that create an area which is confusing to navigate.

This Design Statement has been created to supplement the policies in the adopted (2015) Stroud District Local Plan. In the future it is anticipated it will be part of the Chalford Neighbourhood Development Plan and will provide householders (present and future), architects, developers and council officers with particular reference points when considering any building work within the Parish.

In addition, Stroud District Council has in place a Protocol for Pre-Application Community Involvement to which Chalford Parish Council is a signatory. Though pre-application involvement cannot be compulsory, early contact by potential applicants with the Parish Council, using this Protocol, is a proven way to ensure mutual benefit for all parties involved in the development process.

1.3 How the Design Statement has been produced.

This document has been produced by the Parish Council. It has been drafted by the parishioners themselves under the guidance of staff from Gloucestershire Rural Community Council and consultants Place

Studio. Open meetings were held in 2013 to obtain parishioners' concerns for the future, and area surveys were carried out to establish existing settings and building designs in February 2016. Stroud District Council has been involved regarding compliance with the Local Plan policies.

It has been prepared to be in compliance with the National Planning Policy Framework (NPPF) 2018 which states that:

“Design policies should be developed with local communities so they reflect local aspirations, and are grounded in an understanding and evaluation of each area’s defining characteristics”

(NPPF Paragraph 125)

It is also in compliance with Stroud District Local Plan (2015), in particular:

- Core Policy CP4 Making Places: a Spatial Vision for the Stroud District
- Chapter three: Shaping the future of the Stroud Valleys
- Delivery Policy ES12: Better design of places

These set out good design principles and requirements that all new developments will be expected to follow. In particular, Delivery Policy ES12 states that all new development:

“must be based on thorough site appraisal including reference to any Design Statements... be sensitive to its context as well as contributing to sustainable living. Design quality, reflecting a thorough understanding of the site context, must be demonstrated as part of any proposal.”



2. The Parish of Chalford

2.1 Location

Chalford Parish is located in Gloucestershire and covers an area of 120 hectares. It was formed mainly from enclosures of the common land of the ancient Parish of Bisley in 1894, incorporating the five villages of: Chalford, Chalford Hill, Bussage, Brownshill and France Lynch. The Parish lies mostly to the north of the A419, four miles east of Stroud and eight miles northwest of Cirencester. The land form rises quite sharply from the Golden Valley in the south and Toadsmoor Valley in the west until it reaches the upper plateau.

The whole of the Parish is contained in the Cotswold Area of Outstanding Natural Beauty. The control of the landscape and planning issues are set out in their Management Plan (2018-23).

2.2 Access

The main A419 is an important highway in Gloucestershire and carries vehicles up to 44 tonnes. It has two major pinch points: at the bottom of Cowcombe Hill and at St. Mary's Corner.

From this highway, there are three roads that take vehicles into the Parish:

- Chalford High Street - a narrow, level, single-track road with vehicle passing places.
- Old Neighbourhood - with steep, narrow corners managed through a 7.5 ton lorry limit.
- Toadsmoor Road - narrow, steep in places with a traffic light controlled section as it negotiates the scarp edge. This is the only route into the Parish for HGVs.

There is a minor road access from/to the Parish via Bisley. This is mainly used for commuters to/from Cheltenham and Gloucester or the M5 motorway.



Chalford High Street.



Old Neighbourhood junction with A419.



Toadsmoor junction with A419.

View looking east over the roof tops of
France Lynch towards Avenis and Oakridge.



2.3 Topography and geology

Chalford occupies part of the northern flank of the valley of the River Frome, which runs roughly east-west from the Cotswolds down through Stroud and empties into the River Severn. This is one of several steep-sided heavily wooded valleys incised into the main scarp slope of the Cotswolds that faces towards the Severn.

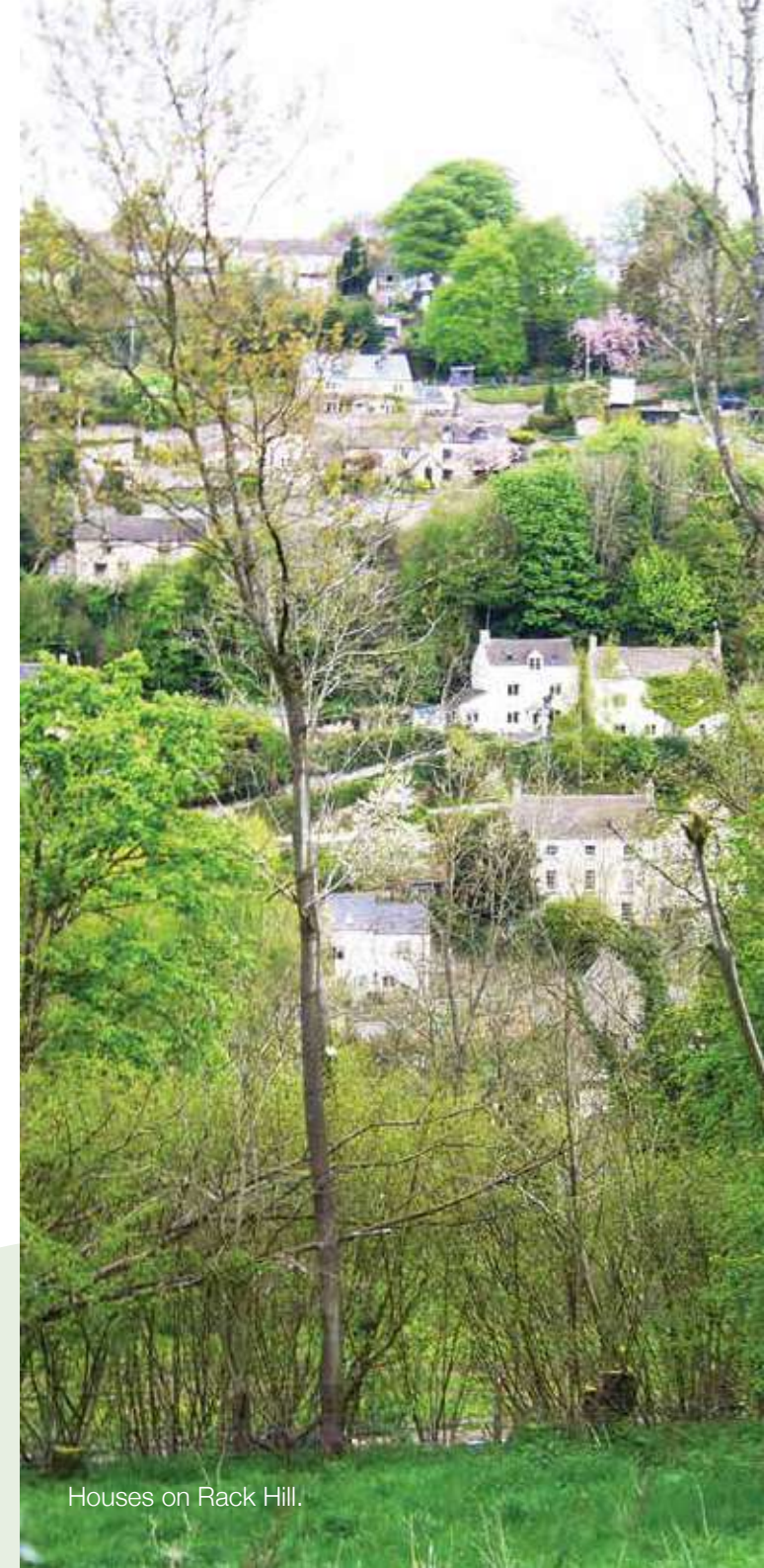
Landscape assessment by the AONB divides the Parish into three main areas - Settled Valleys, Escarpment and High Wold. The Parish is renowned for its steep hillsides and scarp edges as well as its narrow roads and footpaths many of which have a gradient between 10% and 25%. Rack Hill has been likened to a quarry with sheer drops and narrow platforms running parallel to the valley bottom. The geology of the area consists mainly of inferior oolite and great oolite limestone layered with lias clay. This gives rise to spring lines running across the landscape.

Many quarries existed in the past to supply both building stone and roof tiles.

The combination in some places of unstable fuller's earth and solid limestone has often affected the building work, e.g. houses sliding downhill and a need for substantial excavation or underpinning for new and old buildings. Modern houses have been built mainly in the upper plateau to overcome these problems. Water courses are common within the Parish, both above and below ground. The whole Parish is a reactive catchment area in terms of surface water. This is controlled by the use of sluice gates in the Toadsmoor and Frome valley.





Waterspouts and wells are a feature of the Parish and were the only source of water prior to the 1950s.





Houses on Rack Hill.


Relief and natural features

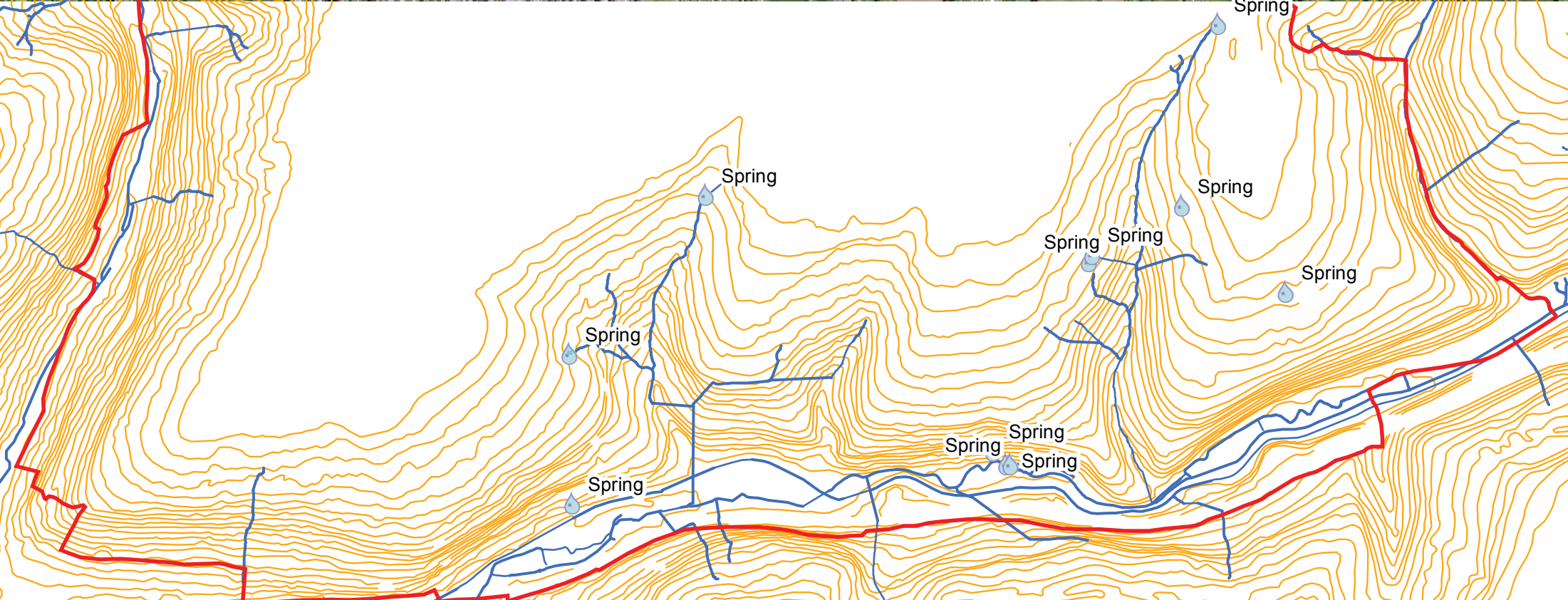
 Chalford

 Spring_sites

 Streams and rivers

 5m contours





Chalford Design Statement

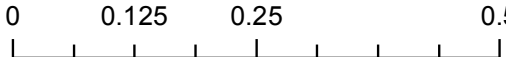


STROOD DISTRICT COUNCIL
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Chalford design statement

27/02/2019

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Illes Mill.

2.4 Historical development

The original villages of Chalford Vale, Chalford Hill, France Lynch, Bussage and Brownshill were squatter settlements for handloom weavers and other cloth workers as a result of the expansion of the woollen industry in the early Middle Ages.

The growth of Chalford Vale, based on mills on the River Frome, had begun by the late 12th century. With the establishment of other mills along the valley bottom, this produced a long, straggling settlement.

The valley road through Chalford Vale was first developed in the late 17th and early 18th centuries. From the later 18th century,

when the valley bottom offered no further sites, cottages were built on the hillsides above, an area sometimes referred to as Little Switzerland.

However, the valley bottom remained the location of larger houses for mill owners and others. The area called Rack Hill was named because of the many racks used to dry the cloth, including the “Stroud Scarlet”, used for the red coats of the British Army.

As the wool trade ebbed and flowed, so did the population and prosperity of the area, though the opening of the Thames and Severn Canal in 1789 helped to create further, if different, jobs, at least

for a time. The next important change was the opening of the Great Western Railway line in 1845, built along the valley beside the canal. A station was opened in Chalford in 1897 and there was also a halt at St Mary’s. Both stations closed in 1964.



The Round House, Chalford.

The original winding and narrow roads were, in many cases, by-passed by the new Stroud-Cirencester turnpike in 1814 (now the A419).

Although there are records of habitations at Bussage from the 13th century, Chalford Hill, France Lynch and Brownhill started later on the edges of commons on the higher slopes just below the rim of the central plateau. By about 1810 many cottages had been built on the commons.

The long fingers of common which remained, snaking between the cottages, were largely taken in as gardens at the enclosure of 1869, leaving the network of narrow paths that is so distinctive today.

The cottages seen today mostly date from the late 18th century. Despite a strong base of non-conformism, all the settlements were liberally provided with public houses. Most have now gone, with the buildings either demolished or converted to houses.

By the mid-19th century, with the decline of the cloth industry, the villagers fell on

hard times and by mid-20th century many of the cottages were deemed unsuitable for habitation. Several parts of the Parish were without mains electricity, water, gas and sanitation until after the Second World War. The arrival of utilities in the 1960s and 1970s resulted in a degree of infill building.

In the 1970s, the historic value of the villages and dwellings was recognised and many cottages were sold for renovation and extension. The result is a collection of houses and cottages that can still be matched to their original period, along with many buildings that were originally merchants' houses, pubs or meeting rooms.

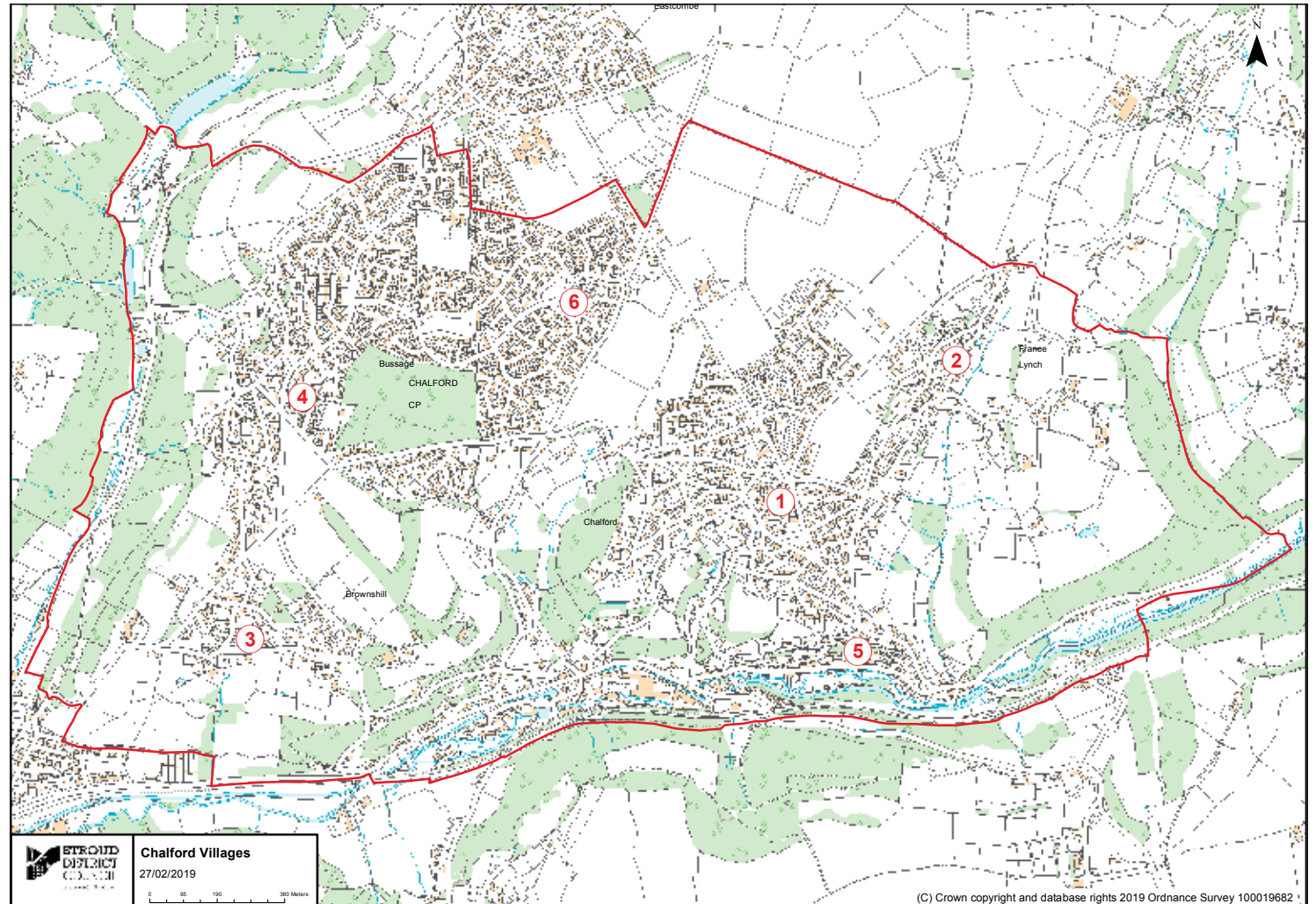
In the late 1970s, development began on the plateau belonging to the Manor Farm in Bussage. This resulted in the Manor Village development of approximately 1,000 homes, completed between 1980 and 2008.



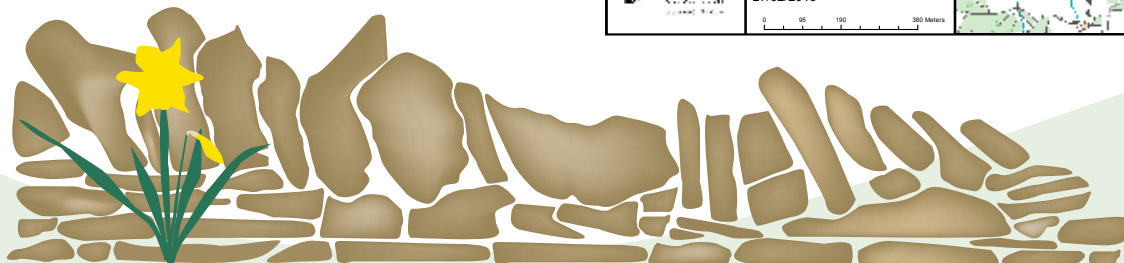
3. Chalford's Villages

Chalford Parish is composed of five historic settlements, plus the newer Manor Village. All five historic settlements have Conservation Areas at their cores which require sensitive design when new building plans are proposed.

Chalford Vale is of special interest to Industrial Heritage followers. It was recognised by Heritage England in the late 1990s, and as a result became part of the large Industrial Heritage Conservation Area. This has its own policies for change and development, which must be consulted for any changes in the Vale area.



- 1. Chalford Hill
- 2. France Lynch
- 3. Brownhill
- 4. Old Bussage
- 5. Chalford Vale
- 6. Manor Village



3.1 Chalford Hill

The settlement of Chalford Hill is arranged in a crescent shape on the side of the Golden Valley and two secondary valleys. It is the largest of the five villages. The majority of the houses and cottages are in the Cotswold Vernacular style, being built of local Cotswold stone with steep sloping roofs. Windows are small with narrow cross-glazing bars. Sash windows are present in later additions to cottages and larger houses. Many properties have porches, which are of varying designs. A few are original to the cottage, but most are later timber additions. Chimneys are present in all older properties, often made of stone slabs, but are now redundant or housing a metal flue. (Old stone fireplaces with a stone flue often leaked smoke into upper rooms.)

The village originally had a centre with a post office and several shops, but these have now largely become dwellings, and the focal points are now the flourishing primary school and the

popular pub. The narrow lanes form a network along the contours of the land with links up and down the hillside, some wide enough for cars but others only for pedestrians. These were initially used for workers to walk from their homes to the mills in the valley. Because of their steep gradients, donkeys were used to transport goods and wool products.

In most areas, cottages are aligned alongside the roads and lanes. Plots are smaller than those in the more outlying villages. The lower parts of the village drop sharply over the scarp edge to Marle Hill and Rack Hill, where cottages and their gardens are perched on narrow strips of level ground previously used to dry cloth. These are retained by high walls. Though access for cars is difficult or non-existent in places, the views compensate for this and these are popular areas in which to live.



The village contains many listed properties, which are mainly on its outer edges. These were mostly built by wealthy clothiers. Many were extensively added to in the 19th century and are still being modernised.

Property boundaries were built in dry stone construction to contain animals and to mark property ownership. Most are still in place, ranging in height from 1.5 to 3 metres though in many places in the lower part of the village, walls retain land of 3 to 4 metres, and some even higher. (Rack Hill and Marle Hill). In a number of places home owners have been allowed to re-route a boundary wall to allow for off road parking.

A particular feature of this village is its water spouts and troughs from which water runs all year round. Many houses were built near the spring line and have wells in their gardens.

The views from this village are highly valued. Being on the south facing slope of the scarp edge, views across to the opposite side of the valley can be seen in a wide arc, and walking along the edge,

valley views are especially beautiful in spring and autumn.

Chalford Hill has a somewhat limited range of facilities. As noted, many pubs and shops were converted into residences in the 20th century. There are now three shops: an electrical sales and repair shop; a fish and chip shop, and a hairdresser. The main leisure establishments are a popular pub and the Sports and Social Club, the latter being a home to a range of sports and social activities.

The Methodist Church Rooms as well as the rooms of St John's Church in France Lynch offer more venues for clubs and meetings.

A recreation ground and allotments are on the outer fringe of the village. On the plateau on the outskirts of the older parts of the village, small estates (Down View and Tylers Way) were built in the post war era. These provide single and two storey homes with generous gardens. On the main routes out of the village there has been a certain amount of ribbon development, council and private. Though this is the largest of the settlements it retains a separation from the other villages by strips of pastureland and woodland.



View of Chalford Vale from the top of Chalford Hill.



Chalford Hill Primary School.

3.2 France Lynch

France Lynch is situated in a small valley to the north east of Chalford Hill. It is served by two narrow roads which run along the contours of the valley, both of which have HGV vehicle exclusion. Some cottages are arranged alongside these roads with generous gardens and open aspects. The majority of the village is in the Conservation Area, with a few homes on its outer edges. The settlement boundary is quite small with little opportunity for development.

All the older properties within the settlement area were built in the Cotswold Vernacular style as in Chalford Hill, but the presence of fuller's earth on the lower slope has caused a few cottages to need under-pinning, and some later bungalows to be demolished.

Additional living space added to small cottages and bungalows has led to unsympathetic building height and style in several places, making the Conservation Area less obvious on the ground.

Within the Conservation Area there are two rows of bungalows built in the 1960s which provide accommodation for people aged over 55. Other later homes have been built both inside and outside the Conservation Area.

The only through roads are narrow lanes leading to small hamlets in the adjacent parish of Bisley with Lypiatt which means the village has a quiet atmosphere welcomed by residents.

The village is well provided with allotments on the upper area. There is a recreation ground and other sports facilities on Highfield Way. A well used church, church rooms and pub are also in the higher part of the village.

The village has good views in and out, particularly from Avenis Green on the southeast boundary.



Church Rooms of St. John's Church.



France Lynch allotments.



View of Brownshill from Hyde.

3.3 Brownshill

This historic village is probably the smallest of the five. It is on the south facing side of the main Chalford valley, with beautiful views to Minchinhampton and Burleigh. It has a network of small lanes and no through traffic. The land drops down steeply with properties scattered on the slopes. It has a general feeling of openness and separation. The style of the cottages follow the Cotswold Vernacular, and in most cases they were small but with large gardens.

Large parts of this village were owned by the Roman Catholic Church for many years. It had a convent home and church

at its centre and many cottages housed members of the faith. Up to the 1990s, this led to very little development taking place. Since this use has ceased, cottages have been bought privately and extended, but the settlement retains its feeling of peace and quiet.

It has a small area of allotments and recreation ground on the upper level. It has no pub now but the Railway Tavern once provided refreshment for workers in the steep valley below. Larger houses and a farm can be found at the far end of the village.

Brownshill is outside the settlement boundary and therefore any new building

has to be considered in principle as being appropriate to the countryside and in relation to the surrounding agricultural landscape character.

The views across the valley mean that Brownshill could be regarded as a public vantage point and in the past planning applications have been refused on the grounds that the opposite view from across the valley could be spoilt by an unsuitable development in Brownshill. The former Roman Catholic Church of St. Mary of the Angels is set on the lower edge of the village overlooking the Frome Valley.

3.4 Old Bussage

Old Bussage is still identifiable, regardless of the large development of houses on its doorstep. It has a small central green area, off which lanes radiate in all directions.

The Conservation Area of vernacular properties follows the linear layout of the village and it includes all the older properties spilling down the scarp. The mix of large houses and small cottages, some bordering the lanes creates a confusing place to navigate. Trees dominate the landscape, more so than in other villages.

A popular recreation ground and skate ramp are on the plateau next to The Frith Youth Centre which offers a variety of clubs for all ages. Frith Wood lies to the east of Bussage, between Old Neighbourhood and the recreation ground. This original area of woodland is part owned by a private company, with its eastern strip owned by the Parish Council. It is a much valued local wood which is classified as 'ancient woodland' with a high wildlife value. It is used for recreation and dog walking.

The church of St. Michael and All Angels lies on the lower slope of the village. A popular pub lies near the top of the slope. A village hall offers space for meetings, playgroups and clubs. A primary school, built within the Manor Farm development, provides education facilities for the young.



The church of St. Michael and All Angels.



Frith Wood.

3.5 Chalford Vale

This area is different from the hillside villages, having a considerable valley area with a strong industrial heritage. Part of the area is in the Stroud Industrial Heritage Conservation Area with its special controls and planning guidance.

Chalford Vale stretches roughly from St. Mary's Corner to beyond the Valley Playing Field at the east end of the High Street. It has its own distinct identity being a narrow strip of land filled with historic mill buildings, cottages and clothiers' houses, a river, a canal, and the main line railway which runs along the valley.

High Street, towards the east of the Vale, is narrow but filled with properties built on the edge of the road. The gradient rises steeply to the north, and cottages and houses cling to the slope, giving rise to the term "Little Switzerland". Because of the steep hill and scattered cottages, donkeys were used to navigate the steep footpaths and alleyways. Gardens of the roadside properties spread between the road, canal and river. Water is a feature of the High Street, with two ancient spring

troughs supplying water to the inhabitants in the past. Flooding continues to be a hazard. High rainfall causes banks between the river and canal to give way.

The Environment Agency monitors river levels and a local group carries out river clearance at least once a year fulfilling their riparian responsibilities. Because of the narrow road, parking is a constant problem, which can make it very difficult for access by large vehicles. Some parts of the high retaining walls have been pushed back and rebuilt to allow for parking.

Again, the design and materials of the properties follow the Cotswold Vernacular, but in this area it has been applied to much larger properties than in the villages. Though the majority were built

in the 18th and 19th centuries, grander frontages have been added at a later date. Listed properties abound, both residential and industrial. A row of brick-built cottages was built in the 19th century just below the canal to house railway workers.

Rack Hill, on the steep slope to the north of the High Street, provides good views across the valley, although trees intrude in places. The best views can be obtained from the east end of Rack Hill, looking towards Stroud.

Two areas of open fields separate the villages of Chalford Hill and the Vale. They are privately owned and are used as pony paddocks.

The Vale is well supplied with facilities, including a primary school, community shop, public house, café and recreation



River Frome.



Houses on the High street.

ground. There is easy access to the river, especially in the recreation ground. Buses on the main road carry passengers to Cirencester, Swindon, and even London

London Road, the main A419, runs through Chalford Vale parallel to the main railway line, the River Frome, and the mostly unrestored canal. Alongside the main road and river are some substantial houses set in their own grounds.

These are from a variety of periods but most originated as a result of the wool trade. A few terraces of old stone cottages cling to the northern face of the hillside. Christ Church and its adjacent village hall act as a fulcrum point at the junction of Old Neighbourhood, with the Primary School tucked into the side of a small offshoot valley, with large period houses built on the valley side beyond the school.

The main road is supported by a high retaining wall at St. Mary's Corner, a pinch point on the A419. More mill buildings are also present along the river.

A busy industrial estate lies between the A419 London Road and the railway. It includes the Pangolin Foundry, situated between the river and the canal, builders' merchants, garage

services, farm supplies and artists' studios, which all make use of old mill buildings. This industrial estate is the main centre of employment in the Parish.

Peter van der Waals' famous workshop producing Arts and Crafts fine furniture was housed in Halliday's Mill, close to where the A419 crosses the River Frome.

The reclaiming of Thames and Severn canal in this area has commenced in one or two places, creating an area of open water near the Round House and a re-laid towpath. This is used as a walking and cycle route in both directions all the way to Stroud and beyond as well as along the former canal eastwards.

The two waterways create a wildlife haven and corridor. Kingfishers, herons, otters and water voles together with the common moor-hens and coots flourish here. The flow of the river and canal is by sluice gates when water levels are high.

Tree cover is extensive on the southern slope of the valley causing regular tree management to prevent "leaves on the line". Trees have also grown up on either side of Old Neighbourhood, creating a tunnel in midsummer.



Chalford Place.



Manor Village.

3.6 Manor Village

Large scale house building took place on Manor Farm land from the late 1970s to the late 2000s, led by a number of developers. Manor Village has a coherent and harmonious architectural style, using the Cotswold Vernacular as a basis of its design. There are over 1,000 houses and bungalows built of a limited palette of reconstituted stone and tiles. The village is well laid out on the plateau above Old Bussage, with street lighting and pavements. The homes cover a full range of dwellings, including small terraces, two, three and four bedroom houses. All have at least one parking area and most have average sized gardens. Boundaries vary

but are mainly of dry stone finish, especially on the main routes.

There are strict conditions covering this development from what can be parked on driveways to a limit on new builds. Houses can be enlarged and conservatories added, but gardens are limited in size, which offers little opportunity for new detached buildings.

Through roads link the estate to surrounding areas, and facilities include a primary school, a convenience store, chemist, takeaway and a doctors' surgery.

On the eastern outskirts of the village a petrol station, car workshop and small shop provide essential items for the traveller.

Bus services from Dursley, Stonehouse and Stroud run through the development and on to Chalford Hill and France Lynch.

There are several open green spaces for ball games and recreation. As noted, Frith Wood on the edge of the estate is an ancient deciduous woodland with rare species and valuable wildlife habitat.

3.7 General characteristics of the historic settlements

The five historic villages all show some common characteristics.

3.7.1 Layout of buildings

In most cases, cottages and houses were built in an apparently random pattern, taking advantage of level patches of ground, access to water and a southerly aspect. In all the separate villages there are one or more large properties that were built by clothiers or the church. These are surrounded by large areas of garden which, in some cases, have been used for development over the years. In all the villages there is evidence of later additions



Views and sense of space.

and separate developments - Victorian, Edwardian and small post-war estates, some for the elderly. In the Vale, houses are mainly arranged along the lines of the road and river.

3.7.2 Roads and lanes

Internal roads are mostly narrow and bounded by dry stone walls, with no discernible verges. In some areas cottages are built right up to the road edge. Drainage is sometimes a problem on the steep inclines, drains getting blocked with fallen leaves.

3.7.3 Footpaths

All the villages, old and new, have networks of footpaths. In the older villages, the paths



Narrow lanes, bounded by dry stone walls.

were used by mill workers to walk to work. They are often very steep, with many having a considerable number of steps.

The paths are maintained by Gloucestershire County Council and the Parish Council.

3.7.4 Views

Most villages have open spaces from which views can be seen, often across roofs and out into the surrounding countryside or hillside (and in some cases back to the village from across the main valley). In many areas, such as Rack Hill, large unregulated trees have grown on the steep hillside, obscuring some acknowledged historic views.



Footpaths criss-cross the valley sides.

3.7.5 Wildlife

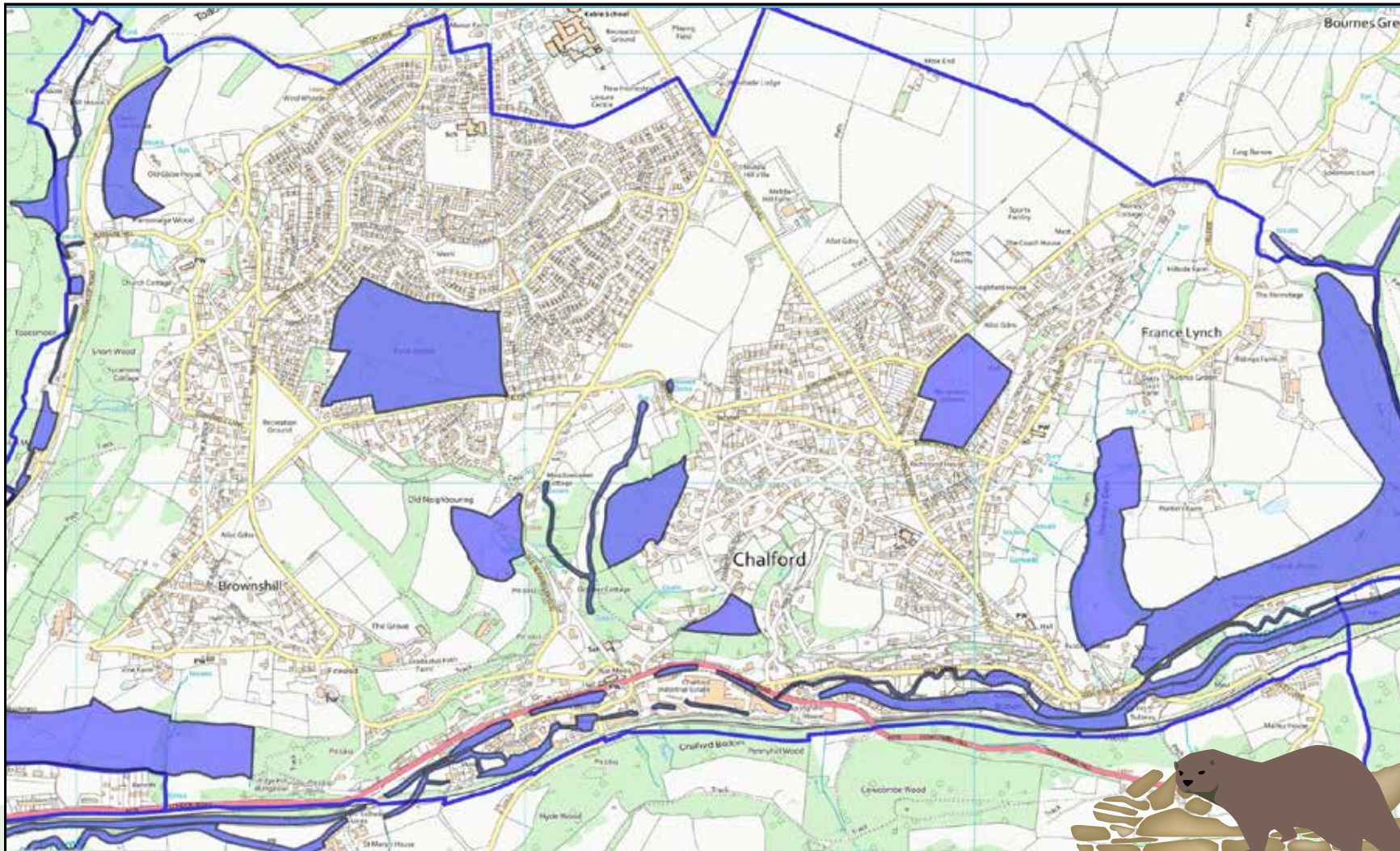
The whole area is full of wildlife; this includes deer, foxes, badgers, frogs, toads,

bats, butterflies and other insects.

A wide range of large and small birds can be found all year round, including buzzards and jays.

All new developments will be required to conserve and enhance the natural environment in line with Local Plan Policy ES6.

Chalford Key Wildlife Sites



3.7.6 Green spaces

The historic villages have at least one small open space in the main part of the village, on which there are at least one or two trees. In some cases smaller green areas have been commandeered for parking. This is a great problem in all the villages. Some home owners have re-routed their boundary walls to accommodate their vehicles.

3.7.7 Churches and pubs

All the villages have at least one church, all Victorian or later. Apart from small chapels, all are still in operation. The pubs have not fared so well, many having been converted to dwellings, but the majority

of the villages have retained at least one public house.

3.8 The countryside and undeveloped areas

The rural areas of the Parish can be divided into steep wooded hills, valleys and open agricultural land. The wooded valleys are: Toadsmoor, Skiveralls Wood, Parish Wood and Oldhills Wood. Other heavily wooded areas are Rack Hill and the Old Neighbouring area. Open scrubland can also be found on the hillside of Toadsmoor, Dimmel's Dale and Blackness. When grazed by sheep or horses, steep hillsides can remain open, but when grazing ceases scrubland and trees soon take over. The agricultural areas

on the higher plateau to the north of the parish are laid down to crop rotation. On the land that provides the "green belt" that separates Chalford Hill from Manor Village development and Eastcombe (in Bisley Parish), the fields are farmed sensitively for grazing animals, being too steep for arable land. The Avenis Green area above France Lynch also has open fields, but the gradients are still fairly steep and are usually grazed.

Open fields between Chalford Hill and Old Neighbourhood and above Rack Hill contribute to the separation of the villages. The fields are important in maintaining the distinctions between and the definition of the individual settlements.



Farmland above Chalford Hill.



Wooded Hillside.



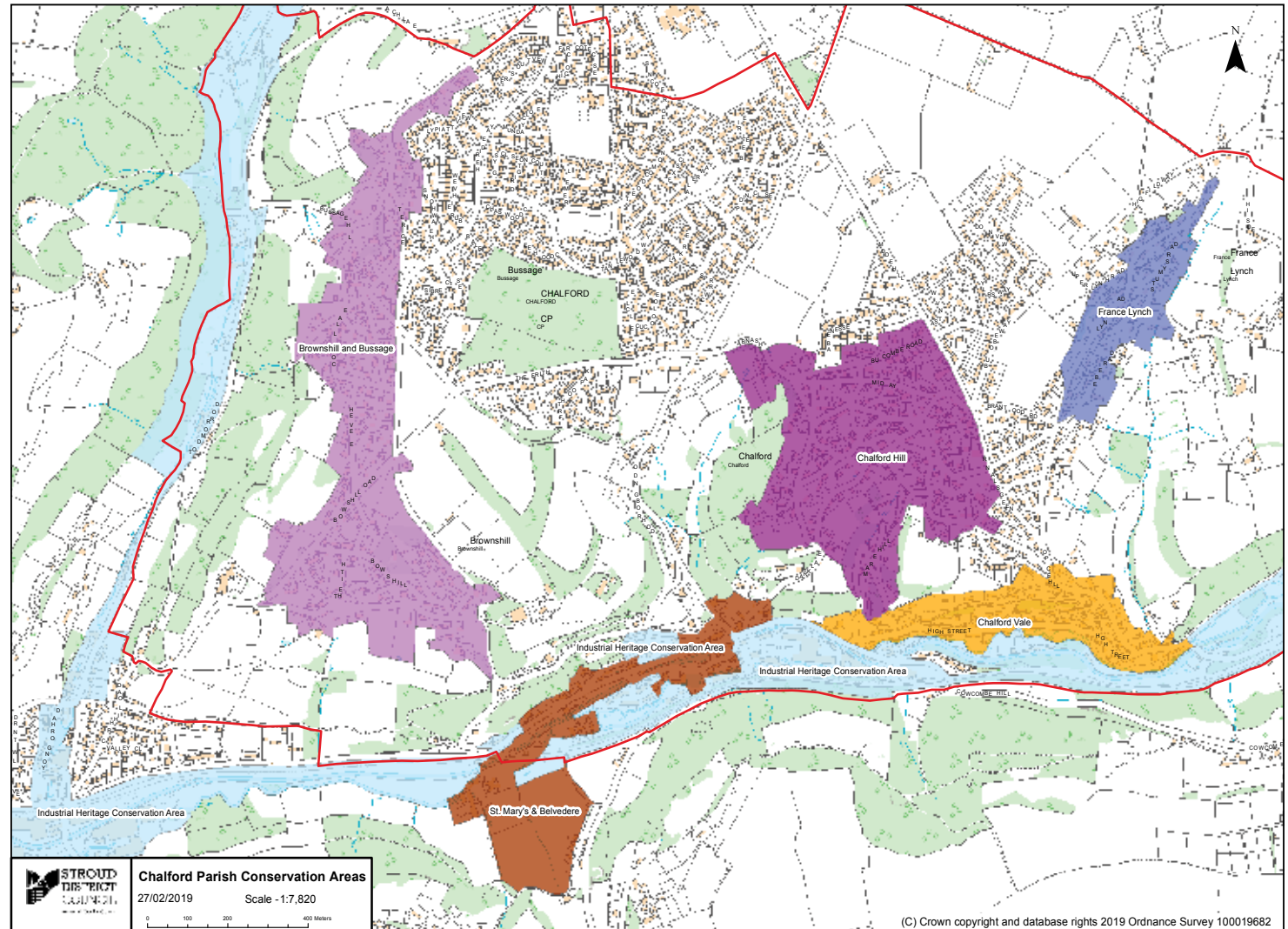
St John the Baptist Church, France Lynch.

4. Conservation Areas

The Parish has six Conservation Areas, covering the core of the historic settlements and the industrial area along the valley.

- Chalford Hill**
- designated in 1986
- France Lynch**
- designated in 1986
- Brownhill and Old Bussage**
- designated in 1991
- Chalford Vale**
- designated in 1986
- St. Mary's and Belvedere**
- designated in 1986
- Stroud Industrial Heritage Conservation area**
- designated in 1987

Detailed maps of all conservation areas can be found in Appendix 8.6.



The first five of these Conservation Areas have no Stroud District Council Conservation Area Statement. Chalford Hill, France Lynch and Bussage and Brownshill Conservation Areas have had no boundary changes since their original designation. St. Mary's and Belvedere Mills was subsumed into the Industrial Heritage Conservation Area, which runs along the valley bottom. A detailed Conservation Area Statement and Design Guide were adopted in 2008 for the Industrial Heritage Conservation Area. A small part of the Chalford Vale Conservation Area was included in the Industrial Heritage Conservation Area Review (2006-8), resulting in small boundary changes to the original Chalford Vale Conservation Area.

4.1 Key characteristics

Features of the Conservation Areas in the five historic villages are very similar because originally they all developed as a response to the needs of the woollen industry and developed as self-sufficient working communities with one or two shops, a post office, trades people and builders.

4.1.1 Setting

The five historic villages differ mostly in their setting. Chalford Hill covers the steep scarp edge as well as part of the plateau, whereas France Lynch sits on the side of a small upper valley. Bussage and Brownshill are set just below the ridge. The Vale is all

in the bottom of the Frome valley. The cottages were usually built near springs or had wells in their gardens or kitchens. (See page 6 for a map of springs in the area) The arrangement of dwellings in places appears as a scatter across the landscape, while others are arranged alongside the narrow, winding lanes. This creates a variety of plot size. Brownshill and France Lynch tend to have larger gardens.

4.1.2 Design

Most of the cottages are built in what could be called "Cotswold Vernacular" style, that is steeply pitched roofs with ridge tiles and coping, tall chimneys, symmetrically balanced design with evenly spaced windows, large internal window sills of



Stone boundary walls provide sense of enclosure.



Two storey stone houses predominate.



Original details and features.

stone or wood and detailed window surrounds of stone. There are no barge boards or eaves fascias. They all have a sense of proportion, place and “rightness” that seems to have been intuitive throughout the generations of local builders. This was a result of technologies and materials available at the time. The majority of cottages have been added to over the years, some more sensitively than others. Originally many would have been single storey with an attic, but there is plenty of evidence of an additional storey being added at a later date. Dormer windows often break up the steeply pitched roofs. Because original inhabitants often had weaving looms installed on upper floors, these rooms had large windows for better light.

In all the Conservation Areas, more modern houses have been built with the design and materials of the majority successfully blending in with the older properties. These provide examples of what is achievable and appropriate.

4.1.3 Materials

The majority of older houses and cottages are built of Cotswold limestone quarried locally. There is evidence that many were

painted with a lime wash for extra protection, but this lime washed appearance is no longer visible. Modern property walls are either real stone, reconstituted stone or finished with a cement render. At a time when bricks were cheaper than mined stone, small terraces were built to accommodate rail or other workers. Rack Hill has several brick cottages. (Stonehouse and Ryford had brickworks until the 1970s.)

Most roofs have been replaced over time so it is rare to find original Cotswold tiles. Some have been replaced with reconstituted tiles or slate, mostly blending in with the colour palette. In some cases stone and timber porches are found, some original, some added at a later date.

4.1.4 Boundaries and Driveways

The majority of boundaries are traditional Cotswold dry stone walls built to an approximate height of 90cm. In many cases walls were built to retain animals and land and are a feature in all of the areas. Some owners have re-routed their boundary walls to accommodate their vehicles. This can improve the movement of traffic but, in many places, such as the High Street, parked cars still pose a

problem for emergency and other service vehicles. Where driveways are present, surfaces vary from loose gravel, Cotswold chippings to pavements.

4.1.5 Listed Buildings and other Heritage Assets

There are 105 listed buildings within the Parish (see appendix 8.4 p37). They are mainly the large merchant houses or those which have a particular historic feature such as Grey Cot in Chalford Hill which has an engraved window. Other features such as a special porch are also listed. Industrial mill buildings and churches are included in the lists. Any development of or near these buildings must be of special architectural merit, and conform to the requirements of Heritage England.



Organic building form.



Sympathetic extension to an old cottage.

4.2 Design guidance for development within the Conservation Areas (village cores)

The 1990 Planning (Listed Buildings and Conservation Areas) Act requires that special attention is paid to the protection and enhancement of a Conservation Area and places additional development control on new works, as well as seeking to minimise the loss of the existing built and natural environment.

4.2.1 Setting and Design

C1: New buildings and extensions should reflect the character of their surroundings, enhance the overall appearance of the Conservation Area and be sympathetic to the existing pattern of development in terms of bulk, scale and massing.

C2: Planning applications for new development and for alterations and extensions to existing buildings should clearly show how the proposed development relates to its neighbours in terms of height, scale and massing. Photomontages, spot heights and three dimensional sketches can help demonstrate this.

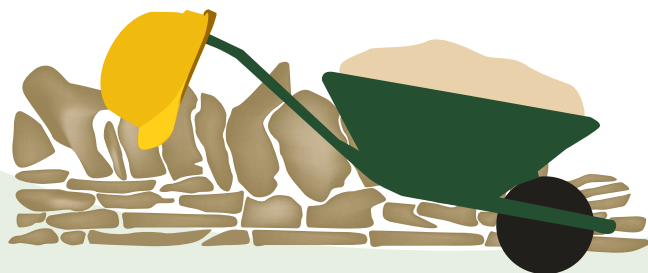
C3: Modern room heights and building regulations mean that new buildings tend to stand higher than original cottages. To mitigate this, on sloping sites in particular, buildings should generally be designed to sit in the landscape rather than be raised above it, in order to minimise visual impact and overlooking of neighbouring properties.

C4: Views into and out of the hillside villages from public vantage points are a key element in the character of the conservation areas. The impact of new development on this wider 'villagescape' should be taken into consideration.

C5: Extensions to existing properties should not overwhelm or obscure the original building or result in overdevelopment of the site. Differentiation in terms of height or setback can be helpful to distinguish a later addition from an original property. Loss of off-street car parking space should generally be avoided where there is a lack of parking space in the immediate area

C6: Contemporary design is acceptable but it should complement and not overwhelm in its form, scale, massing and use of materials within the context of surrounding buildings.

C7: Particular attention should be given to the location of natural watercourses and springs which are common in this area. Diversion or blocking of watercourses can cause flooding or other problems for surrounding properties and should be avoided.



4.2.2 Materials

C8: Natural Cotswold stone is the preferred material for external walls fronting roads and footpaths. Existing local character and materials will be an important consideration. Where stone is used it should be sourced to match the colour of existing stone frontages. Other walling materials, such as reconstituted stone, render and timber cladding may be acceptable, particularly on other elevations, or to match existing materials. Render should be coloured to harmonise and blend with the local palette.

C9: Roof materials and pitch should be in keeping with existing and surrounding buildings. Tile and slate have been widely used to replace the original stone tiles. Good quality reproduction stone tiles laid in decreasing courses may be used on unlisted buildings to match original stone tiles. Reconstructed slate tiles may only be used on listed buildings where an original stone roof has been replaced with something less sympathetic in the past. Pitched roof as opposed to flat roof dormers are usually more in keeping with the local building style. Conservation style or similar small roof lights are preferable where roofs are visible from the road. Stainless steel and concrete flues should be sited so as not to be visible from the road or flues should be incorporated within masonry stacks.

C10: In the Conservation Area, replacement windows and doors should be constructed using traditional materials, detailing and design. UPVC is not generally appropriate. It is important that replacement windows and doors give a similar visual appearance to those in the existing house in terms of overall shape, colour and size of frame.

4.2.3 Boundaries

C11: Dry stone boundary walls are an important part of the character of the villages and should be retained, repaired and reinstated as appropriate. New boundaries to roads and footpaths should also be built using Cotswold dry stone construction to blend with existing boundaries.



5. Outer Village Areas

5.1 Key characteristics

Most of the villages have experienced subsequent development outside the conservation areas, some more than others. Village maps show that Chalford Hill and Old Bussage have had the most, particularly Bussage.

The later building in Chalford Hill tends to be alongside routes leading to the central part of the village, such as Middle Hill, Dr Middletons Road and Highfield Way. Small estates such as Down View, Tylers Way and Aston View were built post-war.

Houses can be found from all periods, and most have been built in the Cotswold style in generous plots of land. Brick has been used for one particular terrace near the school.

France Lynch has a few later dwellings built within the Conservation Area, including two rows of bungalows, originally for the elderly. A few infill developments took place in the 1970s in the centre of the village, most noticeably one opposite the church. Bungalows on Highfield Way are outside the Conservation Area.

Due to its mainly Roman Catholic residency over the years, Brownshill has virtually no post-war development, and since it is outside the settlement boundary, no new builds are allowed, unless for agricultural purposes.

Bussage is the village that has most new development on its boundaries. There has been some infill, mainly bungalows built in grounds of bigger properties. The main new build has been built on the upper plateau where the land is relatively flat. This is Manor Village development, as described earlier in this document.

The Vale area has a range of later dwellings, either replacing mills or old buildings associated with the mills. This is evident on the land of Belvedere House and Mill. A small riverside group of terraced houses was built in the 1980s.

The Industrial Heritage Statement of 2008, makes any development in the whole of the Vale subject to strict control.



5.2 . Design guidance for development in areas outside the village cores but inside the settlement boundaries.

C12: Planning applications for new development and for alterations and extensions to existing buildings should clearly show how the proposed development relates to its neighbours in terms of height, scale and mass.

C13: The impact of any new development on the character and setting of an adjoining Conservation Area should be taken into account.

C14: The height, scale bulk and massing of buildings should respect their surroundings and not be overbearing or have a material adverse impact on the privacy and amenity of neighbours.

C15: The use of materials that reflect those used in surrounding buildings is to be preferred.

C16: The Manor Village development has a cohesive design, style and use of materials. Extensions and new developments should respect and maintain this sense of harmony and cohesion.

C17: Extensions to existing properties should not overwhelm or obscure the original building or result in overdevelopment of the site. Materials should be sympathetic to those used in the main building. Loss of off-street car parking space should generally be avoided where there is a lack of parking space in the immediate area.

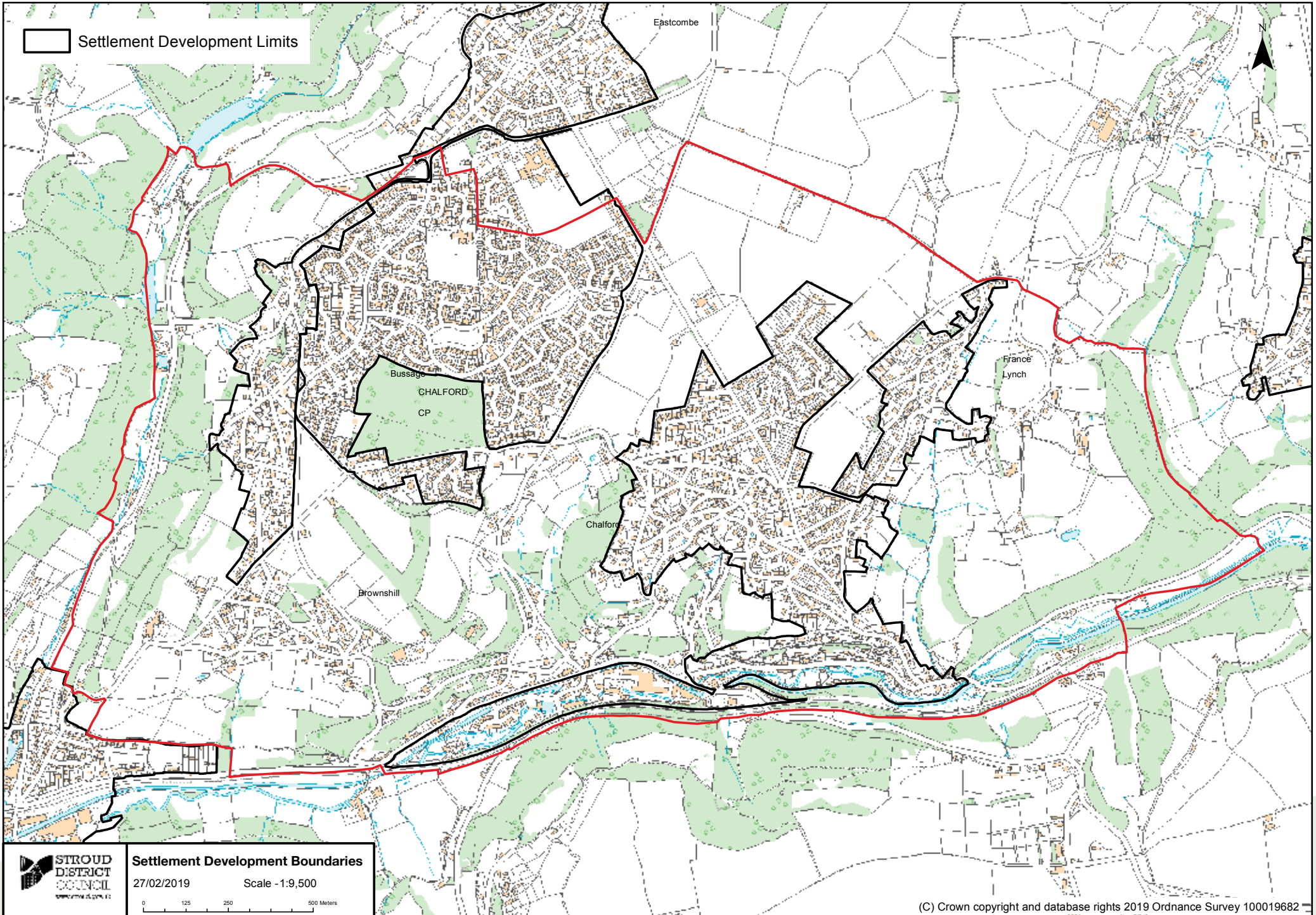
C18: Stone boundary walls should be retained or reinstated where possible and a commitment given to ongoing management and maintenance in the design statement.

5.3 Design guidance for new development within the curtilage of existing dwellings inside the settlement boundaries

C19: Planning permission for new separate dwellings within existing residential plots may be granted according to the following conditions in addition to the design guidance relevant to the location of the proposed site.

- The site must be large enough to allow for adequate private amenity space to be created for each dwelling.
- The development must allow for the minimum number of off-street parking spaces per dwelling as set out in the Local Plan parking standards.

C20: The character of the villages, and Conservation Areas in particular, is as much determined by the pattern of space between buildings as the buildings themselves. The setting of the original dwelling within the landscape and street scene should not be adversely affected and the density of projected development should reflect that of the surrounding area.



6. Areas Outside the Settlement Boundaries

6.1 Landscape characteristics

This is primarily countryside and hillside with isolated dwellings. The landscape assessment undertaken by the AONB divides the Parish into three main areas – Settled Valleys, Escarpment and High Wold. Stroud District Council's Landscape Assessment is only slightly different, locating most of the Parish within a type described as 'Secluded Valleys' and a small area to the north as 'Wold Tops'.

Surveys of the landscape across the Parish were carried out in February 2016 by local residents, again using nationally adapted versions of accepted methodologies. For the purpose of this exercise the Parish was divided into several areas, solely to make the surveying practical. Bringing local survey results and the AONB and District analysis together, the following is a summary description of the Parish landscape.

The five Landscape Areas, shown on the map overleaf are:

- Toadsmoor Valley and Blackness
- Old Neighbouring and Chalford Lynch (Chalford Hill)
- Upper Wold area
- Dimmel's Dale
- Oldhills Wood and Avenir Green

6.1.1 Toadsmoor and Blackness

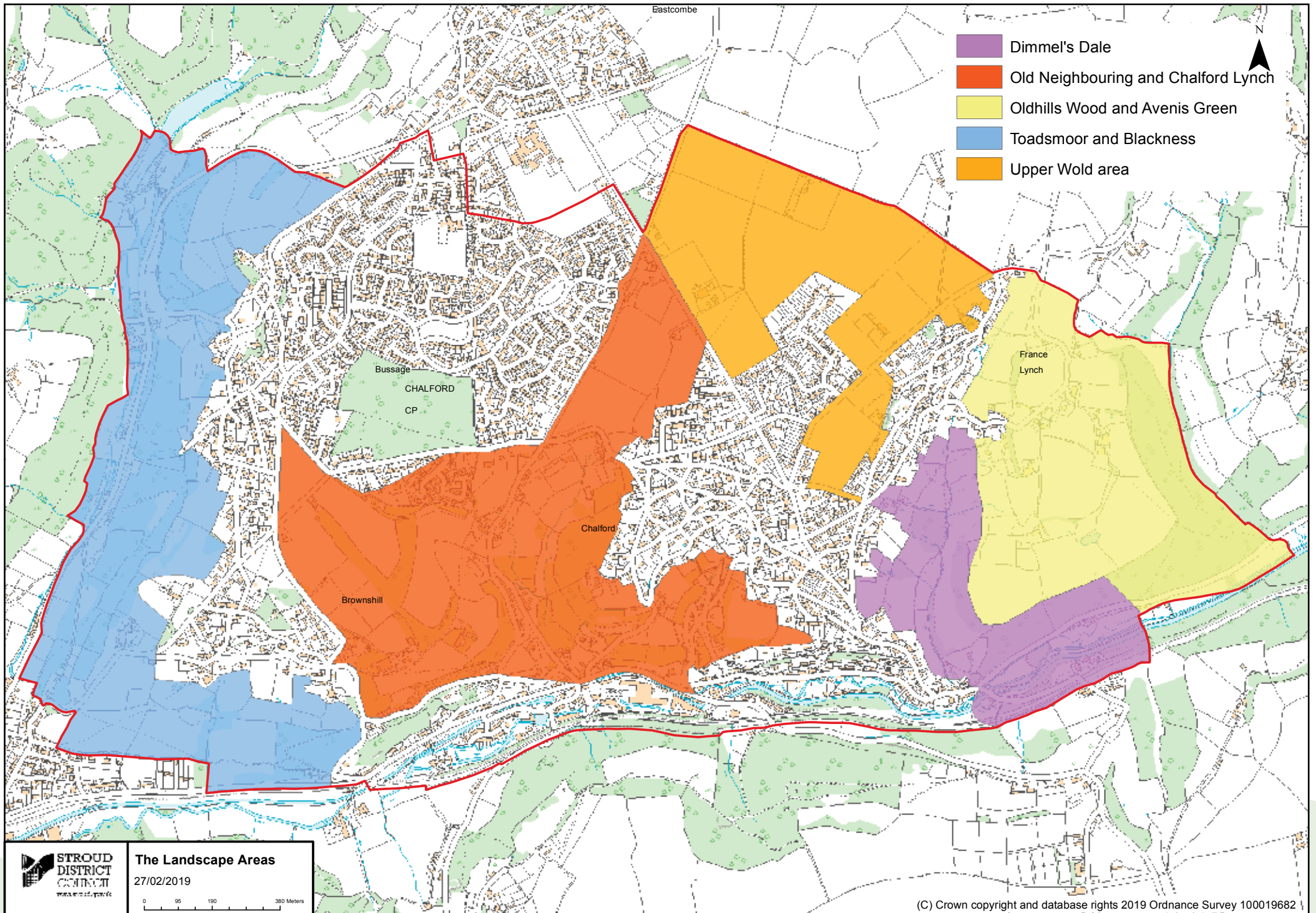
This steep-sided valley area is mostly tree covered, except for some open grassland above Blackness. The only buildings are some cottages alongside Toadsmoor Road and above Blackness. This area is particularly good for views, looking down and across the valley.

6.1.2 Old Neighbouring and Chalford Lynch

This is one of the main uncultivated strips of land that has great importance, providing road access to the parish.

The main access road runs up across the scarp hillside. The land on either side is mainly wooded, as is the land on the far side of this small valley. This wood is classified as Ancient Woodland. In the valley below, rough pasture and sheep-grazed land leads down to a number of large listed dwellings. A stream runs down the centre, entering the Frome in the valley. Higher up this small valley, crossed by the access road, lies more uncultivated grassland. This area is essential to maintain separation of Chalford Hill from Bussage, as well as being an important wildlife corridor.

A number of dwellings are alongside Old Neighbourhood, and two listed houses are present in Abnash. Boundaries are mainly of dry stone but apart from property boundaries, are in poor repair. In the higher area hedges have replaced walls.





Chalford Lynch. This wood is classified as Ancient Woodland.

6.1.3. Upper Wold area

Gently undulating open farmland is the main land cover. Crops are rotated on a regular basis. Isolated groups of trees can point to small quarry excavation in the past. A few isolated houses, farms and farm buildings are scattered across the area. Boundaries are mainly dry stone walls in bad repair supported by posts and wire.

6.1.4 Dimmel's Dale

The small narrow valley leads off from the end of the High Street northwards to France Lynch Church. It is wooded on its eastern slope, with scrub grazing on its western side. Footpaths criss-cross the valley making it popular for walkers.

The lower part includes the Valley Playing Field and the small area of woodland used by bikers, making an interesting rise and fall course!

There is a clutch of large listed houses at the junction of the High Street and Dimmel's Dale, most in large plots of land.

Coppice Hill forms a boundary to this Dimmel's Dale area. Over more recent years there has been considerable development alongside this road. Old properties are present near the top and bottom, but the intervening land has been challenged for development. Open fields drop down to Dimmel's Dale.

6.1.5 Oldhills Wood and Avenis Green

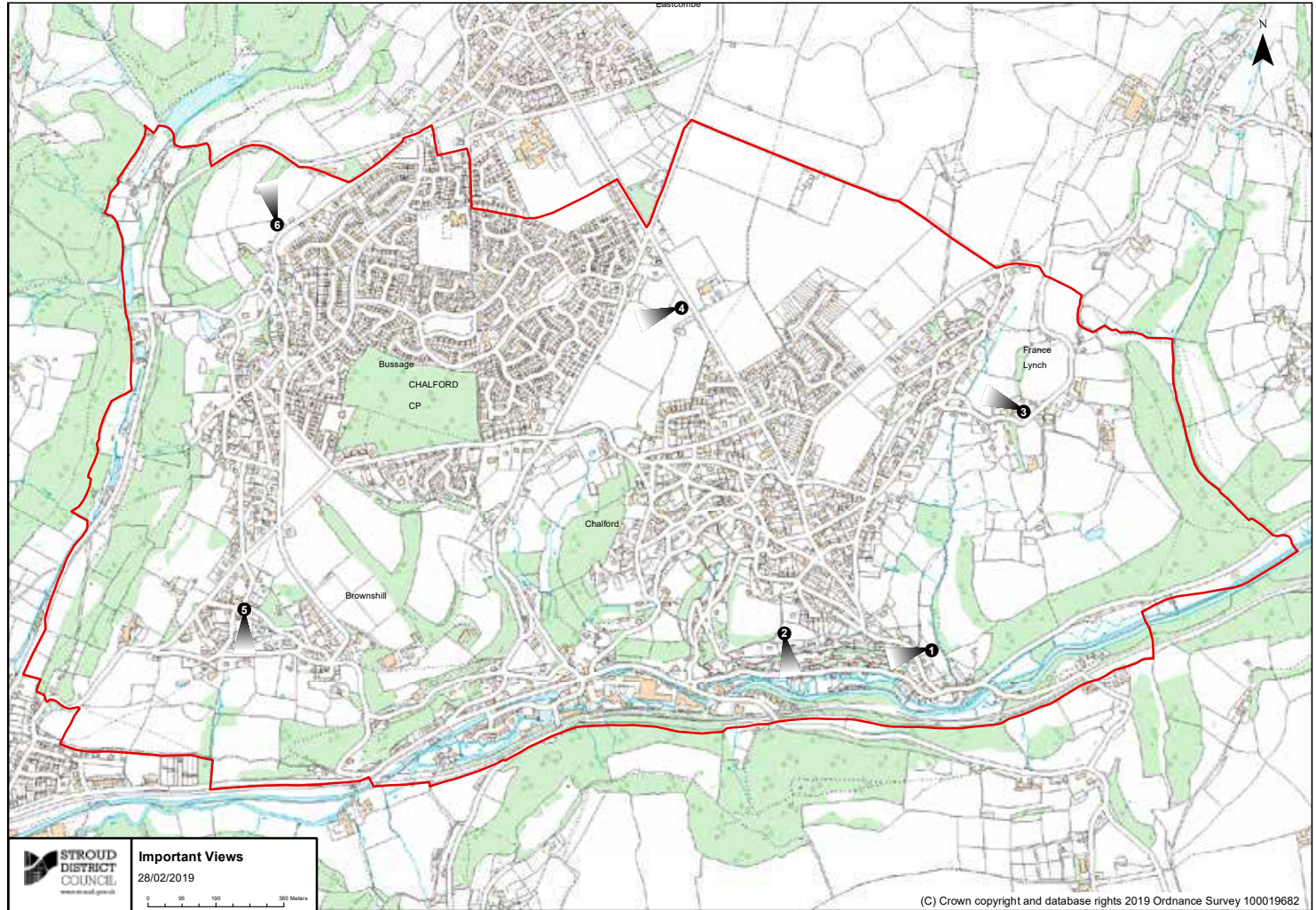
Oldhills Wood is one of the large wooded areas of the parish. It extends from the valley road to the top of the plateau area above France Lynch. All the steep slopes are heavily wooded beech trees. As the ground rises to the plateau, trees give way to pastureland for cattle, sheep and horses. Hedges are the main form of boundaries.

Along the narrow lane in Avenis Green, houses and cottages have been built over a long period. Land bordering Coppice Hill has been continuously built upon to the present day.

6.1.6 Views

Due to the topography of Chalford, views across the valleys and over the villages are an essential part of the character of the area. Parishioners, when carrying out surveys, highlighted many important views both out and into the landscape as a whole and to and from the villages. Some key views are highlighted here which will be protected from unsightly and inappropriate development.

This is an important contribution to creating sense of place highlighted in Local Plan Policy CP4.





View 1: From Coppice Hill looking west over the High Street and along the Golden Valley.



View 2: Looking south from a vantage point on the network of footpaths on Rack Hill across the Golden Valley.



View 3: From Avenis Green, near the Court House, looking across France Lynch Village and the valley bottom.



View 4: From Middle Hill by Middle Hill Farm, looking southwest through an unbroken stretch of countryside separating the village settlements. It is an important wildlife corridor.



View 5: From a vantage point in Brownshill looking south across the Golden Valley to Minchinhampton.



View 6: View from The Ridge looking across Toadsmoor Valley.

6.2 Design guidance for development outside the settlement boundaries, countryside and hillside.

C21: Subject to the exceptions set out in Local Plan policies, new build will not be allowed in these areas unless it is an extension to or re-build of an existing property.

C22: The scale, form and footprint of a replacement building should be of the same size or smaller than the original building, allowing for minor enlargements as set out in Local Plan policy.

C23: Extensions to existing properties should not overwhelm or obscure the original building or result in overdevelopment of the site. Loss of off-street car parking space should generally be avoided where there is a lack of parking space in the immediate area.

C24: New buildings or alterations should not demonstrably harm the landscape character of the valley when viewed from public vantage points. The design and materials should not detract from the setting of existing or surrounding buildings, and should seek to conserve and enhance them.



Example of sympathetically designed new housing.

7. Delivering High Quality Design

7.1 Using the Design Statement

This Design Statement will gain most value if used at the earliest possible stage by potential applicants in developing their designs.

Pre-application engagement is the stage at which all the aspects of local distinctiveness can best be used to shape appropriate designs because of the intricacy and diversity of housing in the Parish.

Whether or not the Statement is used during the evolution of designs, it will be used by Stroud District Councillors and Planning Officers in assessing each application. The Council will also normally require the submission of a Design and Access Statement which, among other things, should clearly demonstrate the appropriateness of the design and its conformity with this Design Statement.

7.2 Pre-application community involvement

The National Policy Planning Framework (paragraph 128) states the following:

“ Applicants should work closely with those affected by their proposals to evolve designs that take account of the views of the community. Applications that can demonstrate early, proactive and effective engagement with the community should be looked on more favourably than those that cannot.”

At a District level, the Stroud District Council Statement of Community Involvement (SCI) encourages pre-application community involvement. It includes some overall principles of good practice, and stresses how open and well-structured working between communities, applicants, developers, the Parish Council and the local authority in advance of planning applications can help to deliver better quality development for all:

“ The more issues that can be resolved at pre-application stage, the greater the benefits.”

This emphasis on pre-application involvement or engagement has been taken further by Stroud District Council’s collaborative production of a district-wide Pre-Application Community Involvement Protocol. The aim of this Protocol is to enable open, agreed and well-structured working between communities, applicants/ developers, local authorities and elected members in advance of planning applications, helping to deliver better quality development for all.

The potential applicant is expected to:

- Contact Stroud District Council and the Parish Council as early as possible.
- Agree the consultation approach.
- Lead and pay for the consultation in line with the Protocol’s principles.
- Prepare a final audit report to submit with the application.

The Parish Council will:

- Provide any potential applicant with a single point of contact. In the first instance this is the Parish Clerk.
- Agree who needs to be consulted and provide help in contacting them.
- Provide any further background information to this Design Statement relevant to a particular site.

The District Council will:

- Ensure that contact has also been made with the Parish.
- Agree the consultation approach.
- Provide information and support as appropriate.
- Use and value the submitted report.

8. APPENDICES

8.1 References used for defining the Cotswold Vernacular style

- Cotswold Design Code published by Cotswold District Council 2000.
- Traditional Casement Windows Design Guide by Cotswold District Council.
- Keeping it in Style leaflet by Stroud Civic Society 2002.
- Cotswold Stone Homes by Michael Hill and Sally Birch 1994.
- The Cotswold House by Tim Jordan and Lionel Walrond 2014.
- The Vernacular Architecture and Buildings of Stroud and Chalford by Nigel Paterson.

8.2 Acknowledgments

Project Leader: Chalford Parish Council

Contributions from: Claire Arthur
Peter Ashcroft
Steve Beioley
Sarah Colver-Smith
Peter and Teresa Drover
Peter Oakley
David and Ann Parrott
Philip Pearson
Christine Prince
Peter Ramsey
Jacky Schaffner
Sue Smith
Jenny and Len Taylor
Martin Vincent
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Administration and Co-ordination: Christine Prince
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Grants Provided by: Groundwork

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Elin Tattersall,
Gloucestershire Rural
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Editors: Steve Beioley
Janet Gaskell
Peter Oakley

Maps: Vince Warwick,
Stroud District Council
Gloucestershire Wildlife Trust

Photography: Paul Lilly, Chair of Chalford
Parish Council
Janet Gaskell

Design: Melanie Wood Design
www.melaniewooddesign.com

Printed by: Severnprint

8.3 Links between Chalford Design Statement Guidelines and other policies

The table on page 39 illustrates how the Design Guidelines relate to policies in the Stroud Local Plan and AONB Management Plan.

Note that all the Design Guidelines are aimed at achieving Stroud Local Plan Core Policy CP4 - Place Making, and also consistent with AONB Management Policy HEP3, recommending the use of design guidance to support conservation of the historic environment.

8.4 Listed Buildings in Chalford

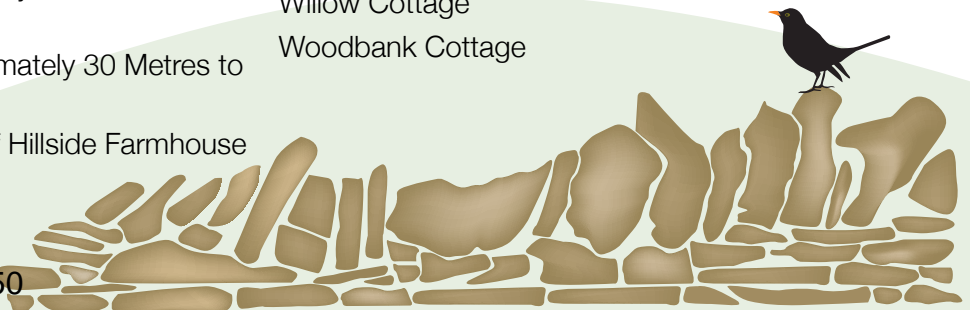
Abnash House and Retaining Wall
Alcove Seat Approximately 18 Metres to West of The Corderies
Baptist Chapel
Belvedere House
Belvedere Mill
Boundary Wall with 2 Gateways to West of Church of St John the Baptist
Brendan House
Brookside (Illes's Mill) Including Garden Wall to North
Brownshill House
Bubblewell House
Byways
Canal Overflow Weir in Garden to West of Canal Round House
Canal Round House
Chalford Church Room
Chalford Grove
Chalford Place
Chalford War Memorial
Chestnut Lodge
Church of Christ Church with Railings
Church of St. John the Baptist
Church of St. Mary of the Angels (Roman Catholic)
Church of St. Michael and All Angels
Clayfields Mill
Cliff Cottage



Clows Bridge
Coach House Approximately 10 Metres to North of the Weaving Barn
Coach House Approximately 10m South of Millswood
Coach House Approximately 30m North East of Skaiteshill House
Conduit and Vaulted Culvert Approximately 60 Metres to South of Prospect Terrace
Corner Cottage
Cotswold Place
Cuckooland Cottage pathways Prospect Terrace
Cyprus House
Dark Lane House
Duke of York
Firwood
France Congregational Church and Hall
France Corner
France Cottage
Franklin and Suffield Cottage
Gate Piers Immediately South West of the Mount
Gates, Gate Piers and Boundary Railings to South East of Sevilowes and to East of Dark Lane House
Gateway Approximately 100 Metres North East of Skaiteshill House
Glen Cottage
Green Court
Grey Cot
Halstead
Hillside Farmhouse
Homestead
Iles Mill Cottage
Iles's Mill Lock and Canal Bridge

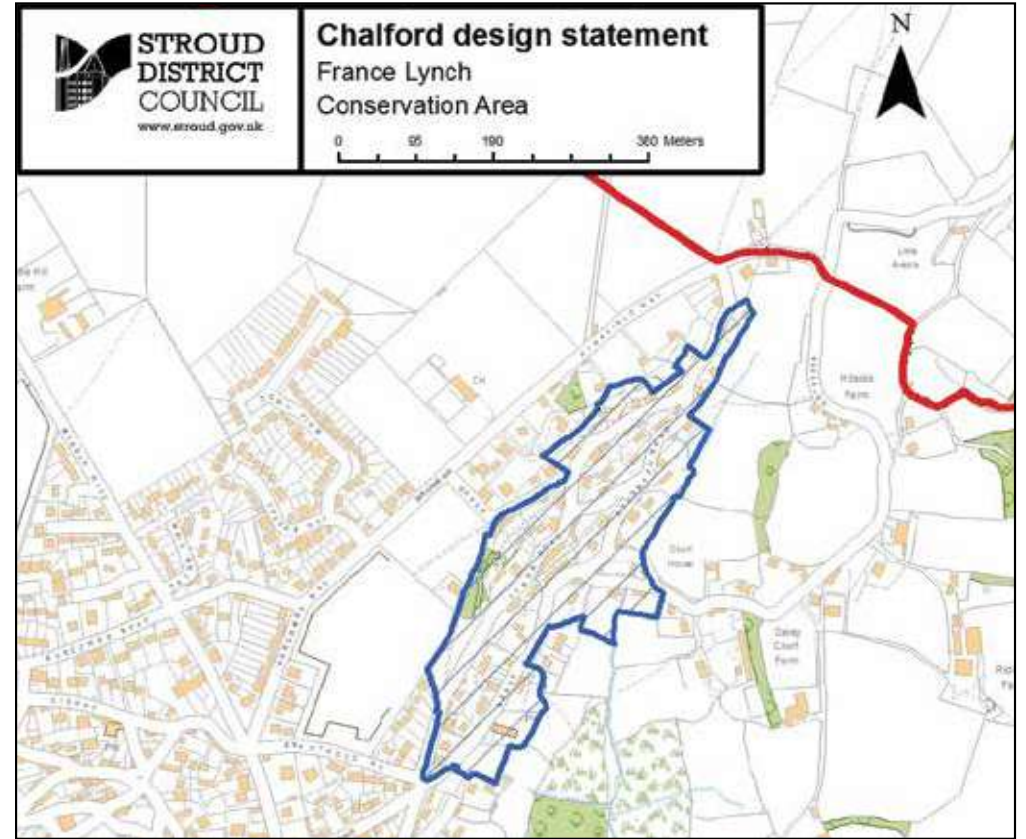
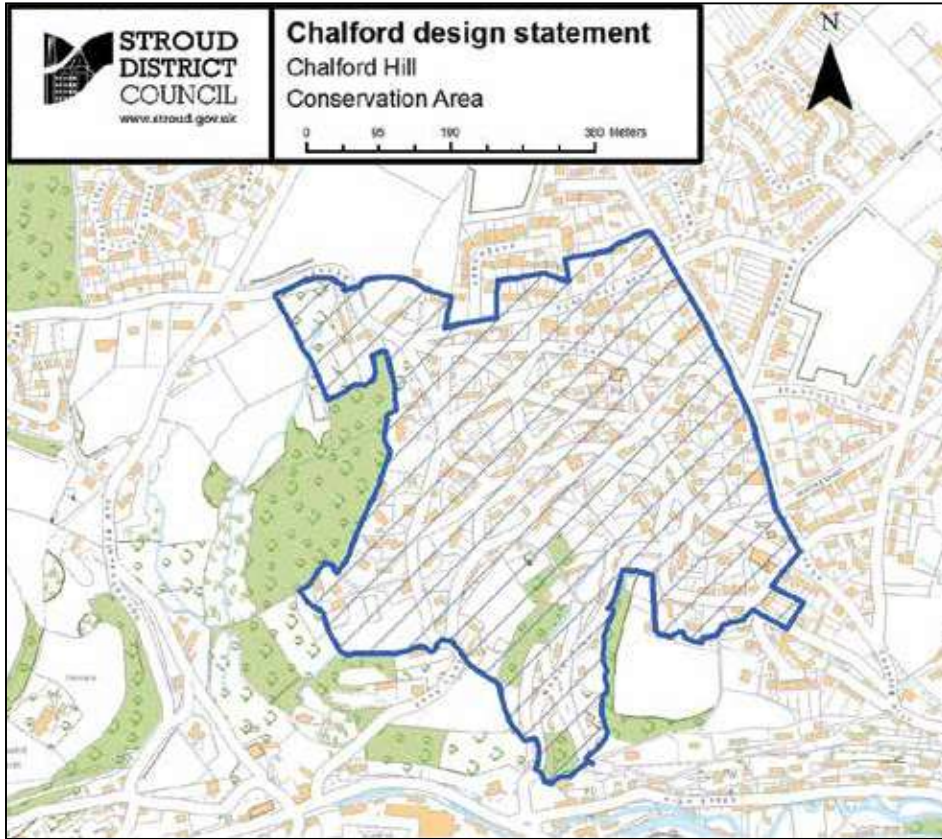
Laurel Dene
Little France Corner and Fernleigh
Marle Hill House
Merlins Mill
Millswood
Mount Cottage
New Mill at Bliss Mills, Chalford Industrial Estate
Noah's Ark
Offices (Building No2) at Chalford Industrial Estate with Boundary Wall
Old Chapel
Old Glebe House the Old Vicarage
Prospect House
Quail Cottage
Retaining Wall Including Steps, sundial and Doorway Approximately 40m West of Skaiteshill House
Ridley Mill Cottage
Road Bridge over Mill Stream Approximately 50m East of Belvedere Mill
Saddlers Cottage
Sevilles House
Sevilowes
Skaiteshill House
Skiveralls House
Springfield House Hotel
St Michael's Garth Including Gates and Gate piers
Stable and Cartshed Approximately 20 Metres to South East of Vine Farmhouse
Stable and Coachhouse Approximately 30 Metres to North West of Firwood
Stable and Outbuilding to East of Hillside Farmhouse
Tankard House
Tankard Spring House

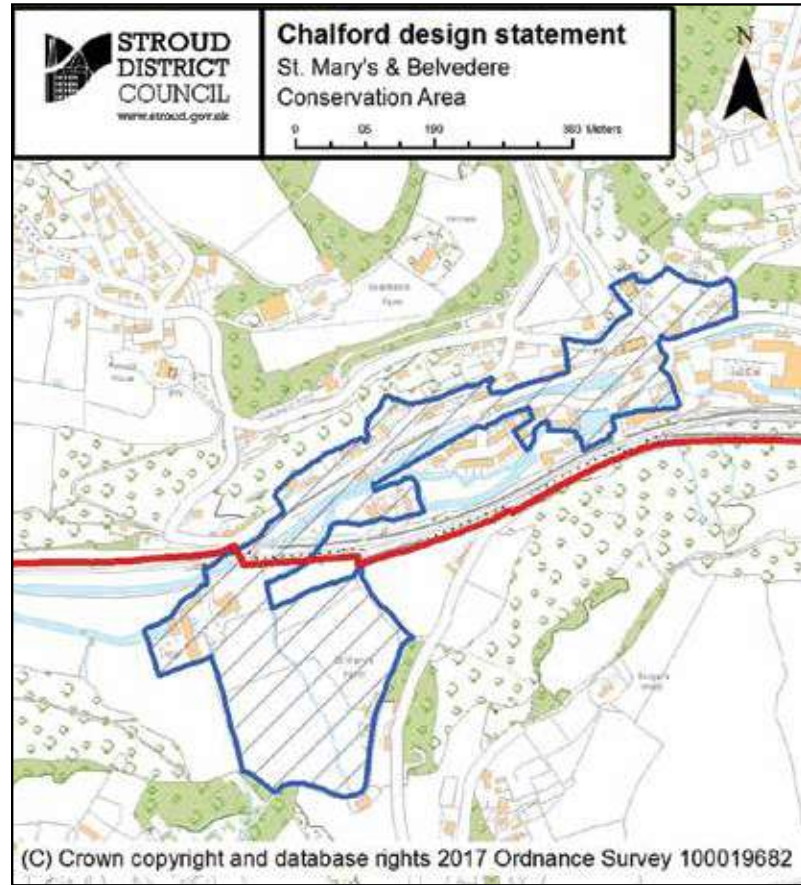
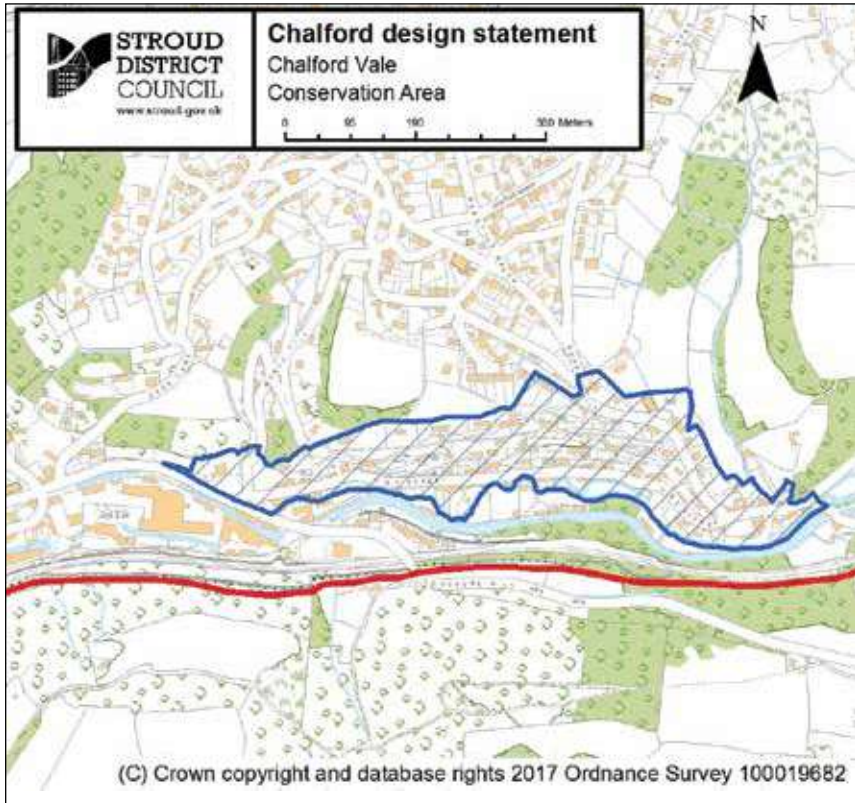
Terrace Walls and Gazebo to North of Sevilowes
Thanet House
The Corderries
The Corner House
The Cottage
The Court House
The Glen
The Haven
The Mount
The Old Builder's Arms
The Old House
The Old Valley Inn
The Rock House
The Weaving Barn
Toadsmoor Mill
Two Houses Approximately 20m to South West of Quail Cottage
Upland House Including Boundary Wall with Doorway and Spring Outlet
Vale House
Valley Cottage
Vine Farmhouse
West Wickham
Wharf House and Adjacent Workshop
Wickham Cottage
Wickham Grange and Wickham House
Willow Cottage
Woodbank Cottage

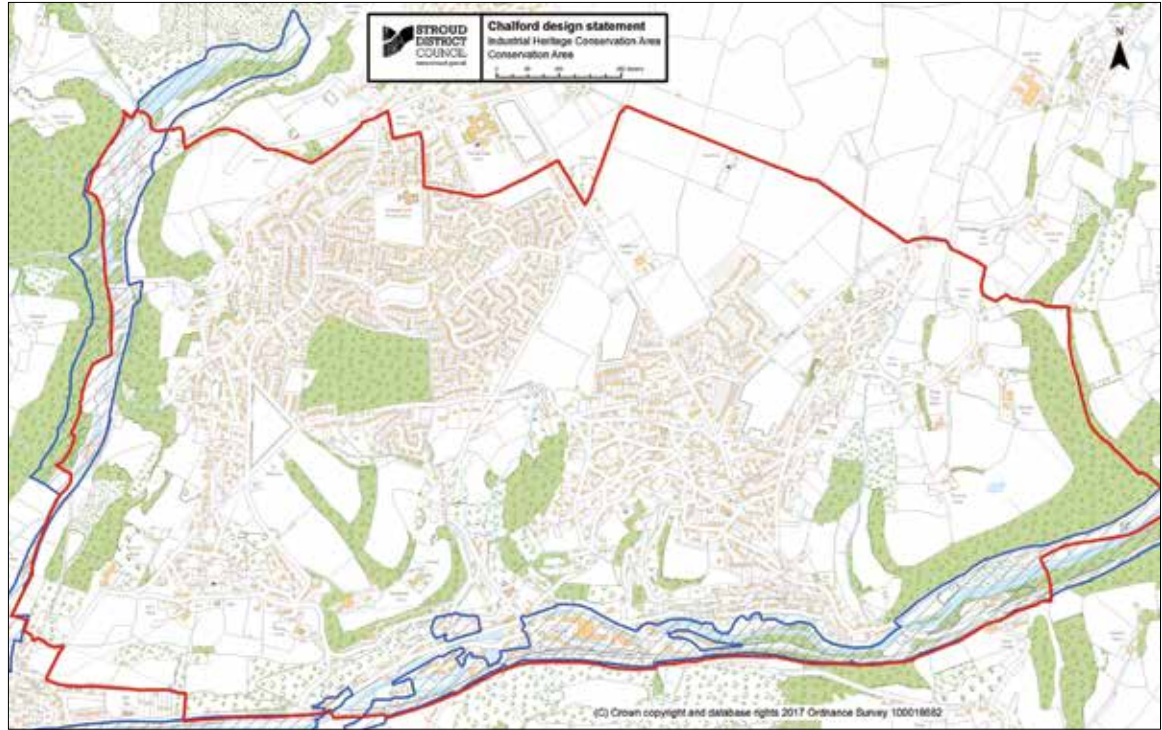
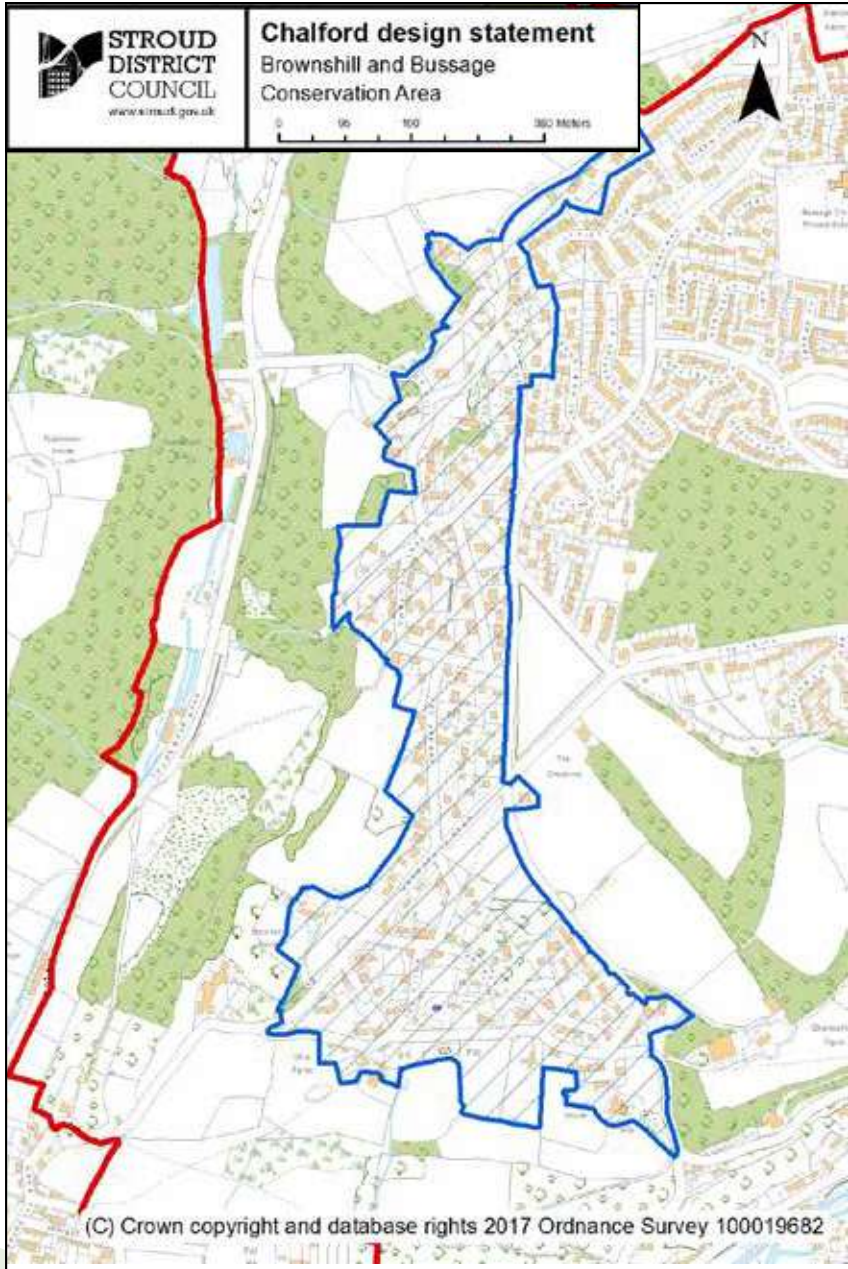


8.5 Design Statement Guidance	Stroud Local Plan Policies	Cotswolds AONB Management Plan Policies
C1	CP4, CP8, CP14, HC1, ES10	CC1, CE1, CE3, CE6
C2	CP4, HC1, HC8, ES10	CE3, CE6
C3	CP4, CP14, HC1, ES10	CE3, CE6
C4	CP4, CP14, ES7	CE1, CE3, CE6
C5	CP4, HC8, ES10, CP13, E12	CE3, CE6
C6	CP4, HC1, HC8, ES10	CE3, CE6
C7	CP4, CP14, ES3, ES4	CC6, CE6
C8	CP4, HC1, HC8, ES10	CE1, CE3, CE6
C9	CP4, HC1, HC8, ES10	CE1, CE3, CE6
C10	CP4, HC1, ES10	CE3, CE6
C11	CP4, CP14, ES10	CE1, CE3, CE6
C12	CP4, HC1, HC8, CP14	
C13	CP4, HC1, HC8, ES10	CE1, CE3, CE6
C14	CP4, HC1, HC8, CP14	
C15	CP4, HC1, HC8, CP14	CE3
C16	CP4, HC1, HC8, CP14	
C17	CP4, HC8, CP14, E112	
C18	CP4, CP14	CE3, CE6
C19	CP4, CP14, HC1, CP13, E12	
C20	CP4, CP14, HC1, ES10	CE1, CE3, CE6
C21	CP4, CP15, HP4, HC8	CE1, CE3, CE7, CE8, CE12
C22	CP4, HC5,	CE3
C23	CP4, HC8, CP13, CP14, E112	CE3
C24	CP4, CP14, HC8, ES7	CE1, CE3, CE6, CE7, CE8

8.6 Conservation Area Maps









CHALFORD PARISH COUNCIL DESIGN STATEMENT

Response to suggestions for changes to guidance			
	Comment	Response	Action
1	P26, 4.2.2 Materials C9 – Design Statement text says that good quality reproduction stone tiles may be used to match original stone tiles but SDC do not permit reproduction stone tiles on listed buildings, so there are affordability issues with replacing a roof.	SDC have confirmed that on listed buildings they allow reconstituted slates only where an original stone roof has been replaced with something less sympathetic in the past.	Change text of C9 to “Good quality reproduction stone tiles laid in decreasing courses may be used on unlisted buildings to match original stone tiles. Reconstituted stone tiles may only be used on listed buildings where an original stone roof has been replaced with something less sympathetic in the past”
2	Smaller houses are needed for young families and bungalows for downsizers. This might mean large gardens need to be sold and in fill sites used	This would be more appropriate for a Neighbourhood plan.	No action.
3	France Lynch has no edging, i.e. kerb stones, on its Green Bank, so is used for uncontrolled parking. Kerbing along the bottom edge, leaving a break for parking, would seem to be a possible way of controlling over-parking and would not be too obtrusive.	The Parish Council could consider this but it is not something that needs to be included in the Design Statement	No action.
4	The plan does not address signage. Road signs are ambiguous and need to be replaced with something more positive, e.g. ‘road width’ at its narrowest point between Thyme Cottage and Creeds Cottage. Many	This is a County Council matter so not appropriate for the Design Statement.	No action.

	vans have to reverse from this point down to the Green Bank, causing more erosion of the bank itself. It would be good to limit the number of road signs and other signage.		
5	Special note should be given to protection of trees (not strictly-speaking a design issue) any removal can materially alter the amenity value of an area	Existing controls including Tree Protection Orders and the need for planning permission for tree work in the Conservation Area provide enough protection.	No action.
6	Rendering should be discouraged as in most areas it is totally out character both materially and colourwise	This is covered by C8 in the Design Guidance	No action.
7	Glass roof lanterns and large windows should be discouraged due to the affect of light emission. This can be detrimental to both neighbouring properties and those at quite a considerable distance.	This would be considered on at the level of individual applications so no need to change the guidance.	No action.
8	Extensions to properties should be discouraged. Every time a property is extended it becomes less affordable in itself and reduces the stock of available smaller, more affordable properties	Parish Council have asked SDC about this issue but there are no planning grounds relating to effect on housing stock. This would also not comply with local plan.	No action.
9	Oppose the installation of uPVC windows and doors. Where these have been installed, they should be replaced at the end of their natural	This is covered by C10 in the conservation areas. uPVC is not necessarily inappropriate in other areas.	No action.

	life.		
10	No reference to making new developments meet guidelines for reducing carbon footprint and designs such as earth sheltered buildings would not be allowed under the proposed criteria.	Parish Council do not have powers to influence design in this way other than to check that planning applications comply with relevant Building Regulations.	No action.
11	Encourage the demolition/conversion/updating of 1950s – 1980s bungalows and houses throughout the parish. These are mostly eyesores, it would be better to have either cottage style replacements or ideally attractively designed contemporary architecture.No action.	This is not a practical proposition. Guidance in the Design Statement will ensure that future updates and conversions will be sympathetic to their surroundings.	No action.
12	One or two out of keeping properties should not be used as a reason to allow more of the same in the vicinity	This is covered by the guidance in the Design Statement.	No action.
14	Retain the few areas of open countryside remaining especially between CH and Bussage. There is still plenty of potential for infill construction.	This is covered by C21	No action.
15	Avoid over sanitisation of the village, we do not have to make footpaths accessible to everyone, efforts to do thus are damaging Chalfords character.	Covered by Footpath Group. This has been addressed.	No action.
16	Require all properties to have dry stone walls made of local stone.	This is covered in C11 for Conservation areas and C18 for other areas.	No action.

17	Enforce Conservation area requirements, there are dozens of infringements	PAC already comment on applications. SDC are responsible for the decisions and any enforcement needed.	No action.
16	<p>Need to ensure the design statement would not be used to prevent good works e.g</p> <ul style="list-style-type: none"> • the building using old stone in “The Pound”, Silver Street • The real stone extension in the FL building shown in photo on P27. The extension was not set back or lower as suggested by policy C5. I believe that part of the policy should be removed. 	The Design Guidance is not so prescriptive that it would preclude good design. C5 is an example of this, the guidance suggests that differentiation in height and setback <u>can be helpful</u> , this does not mean all extensions need to be setback and have height differentiation. This guidance would not have prevented the extension shown on P27 being built.	No action.

October 2018

Comments and suggestions for changes to text and images – updated at meeting 8/10/18

Page numbers refer to the printed copy not the online version.

#	Page	Suggestion/comment	Action
1	11	Butchers is now closed.	Paragraph 5. Delete the word butchers and change text to three shops.
2	13	St Mary's in Brownhill no longer a church	Paragraph 5. Add "The church has been deconsecrated and is now used for community events"
3	7 & 9	Confusion between names – 'Chalford', Chalford Parish, Chalford Vale.	P 7 Paragraph 2 and 3 – add Vale after Chalford. P7 Paragraph 5. Change next to last sentence to read – "A station was opened in Chalford in 1897 and there was also a halt west of Chalford at St. Marys" No change to P 9
4	20	Old Neighbouring or Old Neighbourhood?	Final paragraph change Old Neighbouring to Old Neighbouring
5	3	Second photo image caption should not read 'St Marys' but 'Old Neighbourhood junction with A419'	Correct the caption
6	3	Third photo image caption should read 'Toadsmoor junction with A419'	Correct the caption
7	7	image of half a mill – does not show scale of mill buildings	No change needed
8	8	Only part of old cottage shown – purpose of photo was to show old windows – cropping for convenience should not happen. This photo is appropriate for text in section 3.1 on p10	No change needed
9	10	House not on roadside. All images on p22 should be on p10	Replace image with one of a cottage on the roadside. Disagree about P22 images, they illustrate detail of conservation area.
10	11	Images on pp 15, 22 & 26 should be used	Disagree with the suggestions but change caption on first picture to "View from Coppice Hill" and update the picture of CH Primary School
11	11	'mainly' is used twice	Para 1, Sentence 2 – Change mainly to mostly
12	13	P13 there is still a convent in Brownhill	Paragraph 2, sentence 2 – change "convent home" to Monastery. Paragraph 2, final sentence – Change this to read " The Monastery remains active but many cottages have been bought privately and extended. The settlement still retains

			its feeling of peace and quiet.”
13	15	more photos of the High Street needed. P15 & 16 need more photos to demonstrate the typical vernacular design – e.g. school and Millswood House	Agree. Replace the picture of a parking place with one of a High Street house.
14	20	Remove picture of church as deconsecrated	Replace with picture of FL or Bussage church
15	20	P20 show better photo of wooded hillside – the wooded hillside is not in parish	No change needed.
16	22	show typical cottage in full – not enlarged, photo on p35 illustrates first paragraph. Need a photo of a Cotswold tile roof	No change needed
17	35	wrong photo has been used – use photo on p24 or something else of good design	Replace with a photo illustrating good design. Suggestions are Skiveralls House, Quarries or Sevilles Mill
18	37	J Gaskell also took photos included in DS	Add Janet Gaskell to the photo credits
19	15	Second paragraph – the railway runs along the southern side of the valley	Correct this.
20	18	Too many “mainly” in 3.7.2	Delete the 2 nd and 3 rd “mainly” from first sentence.
21	34	Add view from Bussage Pleasure Ground towards fields behind FYC. P34 Add in an extra view from The Ridge looking West across Toadsmoor towards Nether Lypiatt (open fields may be subject to future development blocking this view)	Some of the suggested views would be difficult to capture. No change needed.
22	42	Brownhill CA missing	Add this map
23	17	DS implies that the Manor Farm Estate is a homogeneous design. It fails to recognise that other developers were involved other than Robert Hitchens and therefore there are different design types and road site presentations.	This is reflected in the current wording so no change needed.
24	19	The River Frome Mainstream and tributaries Key Wildlife Site (KWS) is missing from section 3.7.5, need to check this with Gloucestershire Centre for Environmental Records if map is to be used.	Check map and add this KWS if appropriate. Also check that the names on the map are all correct, “River Frome and Thames and Severn Canal KWS” is on the map twice.

STROUD DISTRICT COUNCIL
ENVIRONMENT COMMITTEE

**AGENDA
ITEM NO**

28 MARCH 2019

10

Report Title	STATEMENT OF COMMUNITY INVOLVEMENT
Purpose of Report	To approve a final Statement of Community Involvement following the results of public consultation.
Decision(s)	Committee resolves to:- 1. approve and adopt the final Statement of Community Involvement (Appendix A) 2. approve the responses to consultees (Appendix B)
Consultation and Feedback	An eight week period of public consultation has taken place. Feedback from consultees and a recommended Council response is set out in Appendix B. Planning Review Panel has considered the draft document and responses received. The draft Statement of Community Involvement has been amended to take account of points raised.
Financial Implications and Risk Assessment	There are no direct financial implications arising from this report. Adele Rudkin, Accountant Adele.rudkin@stroud.gov.uk There are risks associated with not reviewing and updating the current Statement of Community Involvement in terms of complying with national legislation and guidance relating to the preparation of the Local Plan and determining planning applications.
Legal Implications	The Council must produce a Statement of Community Involvement (SCI) which sets out the Council's policy for consulting and engaging with individuals, communities and other stakeholders both in the preparation and revision of local development documents, supplementary planning documents and development control decisions. As consultation has taken place this should be fed into the decision-making process. Some evidence this has occurred is required, this is covered by Appendix B. Once adopted the Council must demonstrate how it

	<p>has used and complied with the consultation requirements set out in the SCI at the various stages of local development documents and supplementary planning documents preparation and development control decisions.</p> <p>The SCI must be reviewed every five years starting with the date of adoption of the SCI.</p> <p>Craig Hallett, Solicitor & Deputy Monitoring Officer Tel: 01453 754364 Email: craig.hallett@stroud.gov.uk</p>
Report Author	<p>Mark Russell, Planning Strategy Manager Tel: 01453 754305 Email: Mark.Russell@stroud.gov.uk</p>
Options	<p>Options are:</p> <ol style="list-style-type: none"> 1. approve the final Statement of Community Involvement; or 2. amend the final Statement of Community Involvement.
Performance Management Follow Up	<p>The Statement of Community Involvement will be reviewed within five years of adoption. Revisions will be reported to both Planning Review Panel and Environment Committee.</p>
Background Papers/ Appendices	<p>Appendix A – Draft Statement of Community Involvement Appendix B – Consultation responses received</p>

1. BACKGROUND

- 1.1 Section 18 of the Planning and Compulsory Purchase Act 2004 requires local planning authorities to produce a Statement of Community Involvement (SCI), which should explain how they will engage local communities and other interested parties in producing their Local Plan and determining planning applications. The SCI should be published on the local planning authority's website.
- 1.2 The Council first adopted an SCI in November 2007. The SCI was subsequently amended in March 2009 to refer to electronic communication. However, subsequent changes to national planning policy and the constitution of the Council now require a new SCI to be prepared.

2. CONTENTS

- 2.1 The document sets out Stroud District Council's strategy for community involvement in the planning process. It sets out the ways in which we will inform, engage and consult people when we are formulating planning policies and considering planning applications and how we will give feed back to the community on the results.

- 2.2 The section on preparing the Local Plan and other policy documents sets out which specific and general consultation bodies, as defined in planning legislation, we will consult with, including references to the central role parish councils play in local communities and to the need to vary traditional consultation methods to engage with hard to reach groups. The section also sets out the variety of methods and techniques we will use to reach the intended audience and at what stage in the preparation of the relevant document we will use them.
- 2.3 The section on community involvement in the planning application process sets out the Council's approach to publicising and consulting on proposals at various stages in the process when a planning application has been received and validated, at the planning decision stage, and if an appeal is submitted. The approach highlights the role that the Public Access system can play in providing customer 'self-service' opportunities for information and to assist with making comments.

3. PUBLIC CONSULTATION

- 3.1 There is no requirement for local planning authorities to consult when reviewing and updating their SCI, but the draft SCI was subject to public consultation for eight weeks commencing 16 November 2018 and ending 18 January 2019. Consultation included:
- SCI sent to groups and individuals on Planning Strategy mailing list
 - SCI and supporting information published on Council website
 - Hard copies of SCI and supporting information made available at local libraries, town and parish council offices open to the public, TICs and Ebley Mill reception.
- 3.2 Responses were received from:
- Cainscross Parish Council
 - Canal and River Trust
 - Eastington Parish Council
 - Environment Agency
 - Gloucestershire County Council
 - Gloucestershire Rural Community Council
 - Hillesley and Tresham Parish Council
 - Miserden Parish Council
 - Natural England
 - North Nibley Parish Council
 - Persimmon Homes Severn Valley
 - Rodborough Parish Council
 - Woodchester Parish Council
 - Wotton Under Edge Town Council
 - 4 individual members of the public
 - Gloucestershire County Councillor

- 3.3 A summary of these responses, together with officer comments and recommendations is set out in Appendix B.

4. RECOMMENDED CHANGES TO THE SCI

- 4.1 Most responses received relate to the Council's website 'Public Access' system and the growth of customer self-service to access and respond to planning applications. The Public Access system allows members of the public to create a search area of interest, be it a hamlet, village, town or the whole district. Whilst this needs to be set up initially, after this they will then be notified of all applications in their chosen search area by email. This provides for a more flexible approach to notification with the end user's specific interests and needs in mind. However, the SCI states that the use of neighbour notification letters as well as site notices to notify residents will remain for the present time and any changes in the future will be subject to further consultation.
- 4.2 Other responses refer to various aspects of the planning application process, including committee procedures, site visits and appeals. Whilst these processes are kept under constant review, there are no proposed changes at the current time.
- 4.3 A number of responses refer to the process for engaging and consulting with communities on the Local Plan and other planning policy documents. In response, it is recommended that the final SCI includes the following amendments:
1. Clarifying the types of supplementary planning documents that the SCI relates to
 2. Highlighting in consultation reports relating to planning policy documents how we have sought to capture the views of hard to reach groups
 3. Encouraging parish councils in preparing neighbourhood development plans to consult widely with local residents, businesses and other interested parties through the initial engagement process

5. NEXT STEPS

- 5.1 The final SCI will be used to ensure that future consultations on planning matters conform with the principles and procedures set out in the document.
- 5.2 The SCI will be reviewed at least every five years and more frequently if necessary to reflect any national legislative changes or proposed changes to local practice.

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Stroud District Council Statement of Community Involvement Adopted 28 March 2019

1.0 Introduction

- 1.1 This document sets out Stroud District Council's strategy for community involvement in the planning process. It sets out the ways in which we will **inform, engage** and **consult** people when we are formulating planning policies and considering planning applications and how we will give feed back to the community on the results.
- 1.2 The Council has also signed up to the following documents that cover how we will consult with the voluntary/community sector, Parish and Town Councils and service personnel and their families:
- The Gloucestershire Compact
 - "Working Together" – Parish and Town Council Protocol
 - Gloucestershire Armed Forces Community Covenant

2.0 Preparing the Local Plan and other policy documents

- 2.1 Local authorities are required to produce a local plan which sets out the planning policies for their area. They may also produce supplementary planning documents (SPDs) such as development briefs or design statements, or adopt those produced by other bodies such as parish councils, which add further detail to policies or sites. Documents produced by other bodies will need to be subject to consultation which complies with this SCI before they can be adopted as SPD.
- 2.2 The Council maintains a timetable for producing the Local Plan and SPDs known as the Local Development Scheme (LDS). We will publicise this on our website and keep it up to date so that local communities can keep track of plan making activity and know when they can get involved.
- 2.3 We will publish monitoring reports at least annually on our website on how policies within the Local Plan are being delivered and on progress with plan preparation as set out in the LDS.
- 2.4 Neighbourhood plans are produced by parish and town councils who are responsible for engaging and consulting with local communities, other consultation bodies and consultees. The District Council encourages parish and town councils to consult widely with local residents, local businesses and other interested parties through the initial engagement process. The District Council has a role to consult during the latter formal stages and will do so in accordance with the relevant regulations. We will publish information on progress with neighbourhood plans on an annual basis.

Who will we inform, engage and consult?

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- 2.5 The Local Plan Regulations set out who must be consulted at key stages of plan production. These are known as specific consultation bodies. The current list includes:
- The Coal Authority
 - The Environment Agency
 - Historic England
 - Marine Management Organisation
 - Natural England
 - Network Rail
 - Highways England
 - Relevant authority within or adjoining area (county, local , parish)
 - Electronic communications operator or owner
 - National Health Service
 - Electricity and Gas operators
 - Water and sewerage undertakers
 - Homes England
- 2.6 We will consult a wide range of general consultation bodies as appropriate and necessary. These bodies fall into several groups, as follows:
- Voluntary bodies
 - Community groups
 - Religious groups
 - Business groups (e.g. GFirst LEP)
 - Environmental groups (e.g. Cotswolds Conservation Board, CPRE)
 - Landowners & developers
 - The service sector (police, health, education, etc.)
- 2.7 Any group or individual showing an interest in the Local Plan or other policy documents and wanting to be included at any stage of the process will be added to the consultation database. We will manage and review this regularly to keep it as up-to-date as possible.
- 2.8 Town and Parish Councils, as the tier of government that is closest to local communities, have a central role to play in leading their communities and improving local quality of life. Town and Parish Council views are therefore an important consideration.
- 2.9 We recognise that many members of the community are hard to reach or engage with, whether due to working hours, commitments, personal circumstances or disabilities. We will try to modify traditional consultation methods where appropriate to engage with such groups and individuals and we will highlight in consultation reports how we have sought to capture their views. Some of these groups include:
- Older people
 - Young people
 - Minority ethnic people
 - People who communicate in other languages and by different means
 - Travellers

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- People with disabilities (including people with mental illness, learning difficulties and visual or hearing impairment)
- Gay, lesbian, bisexual and transgender people
- The socially excluded (including those living in poverty and the homeless)

How will we inform, engage and consult?

- 2.10 All Local Plan or SPD public consultations will be for a minimum of 6 weeks:
- We will publish information and documents on the Council's website
 - We will notify appropriate organisations and individuals of any consultation events electronically or where a person does not have an email address, letters will be sent to them.
 - We will publicise consultations where necessary by methods such as leaflets, posters, displays and newspaper notices.
 - Copies of consultation documents will be available for the public to view at specified locations. Currently the list includes:
 - Town and parish council offices that open to the public: Berkeley, Cainscross, Cam, Chalford, Dursley, Minchinhampton, Nailsworth, Painswick, Rodborough, Stonehouse, Stroud, Upton St Leonards, Wotton-under-Edge
 - Public libraries at Berkeley, Brockworth, Dursley, Nailsworth, Minchinhampton, Miserden, Quedgeley, Stonehouse, Stroud, Wotton-under-Edge
 - Stroud District Council, Ebley Mill reception - there are computers for public internet access here as well
 - The Tourist Information Centre at the Subscription Rooms, Stroud
- 2.11 There are many different ways to encourage local participation. In order to widen the involvement of the community, and especially in engaging and consulting with hard to engage or reach groups, we will use a variety of methods and techniques to reach the intended audience. We will tailor the methods to the specific stage of preparation. Examples of this involvement menu are set out below:
- electronically via the Council's website
 - at specific exhibitions of planning proposals or attending public events
 - by e-mailing/texting to registered interest groups and individuals
 - by holding conferences or workshops e.g. planning for real exercises
 - by establishing discussion or focus groups
 - through face to face meetings with groups or individuals as required.
- 2.12 Following the close of public consultations we will:
- publish comments received as soon as possible
 - explain how these comments have been taken into account
 - set out the next steps

When will we inform, engage and consult?

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- 2.13 The following diagram outlines the process for the preparation of the Local Plan and for SPDs. There are various stages when an individual or organisation may be informed of the process, be engaged in the development of a document or be consulted on the draft of a document.

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Local Plan stage	Preparation				Publication and submission	Examination	Modification	Adoption
	Survey	Issues and options	Preferred options	Draft plan				
Activities	We will produce and publish data and studies about the area's needs and issues	We will identify and then carry out consultation on issues and options	We will assess options and carry out consultation on preferred options	We will produce a draft plan and carry out consultation	We will produce a final draft plan, carry out formal consultation and send to Inspector	We will respond to questions from the Inspector.	We will produce modifications to the plan and carry out formal consultation	We will consider the Inspector's report and adopt the final Local Plan
How you can be involved	<p>We will inform communities of progress with plan preparation by publishing an up to date Local Development Scheme and annual monitoring reports on the website together with evidence documents when they are completed in an accessible format</p> <p>We will engage with relevant specific and general consultation bodies during the preparation of background studies and survey data. We will inform communities through the publication of data and studies when finalised on the website</p> <p>We will consult with specific and general consultation bodies and with members of the public on the content of documents. We will feedback on how comments have been taken into account through the publication of consultation reports on the website</p>				We will consult formally on the draft document. All comments will be published and passed to the Inspector examining the plan	If you made comments at the publication stage you can ask the Inspector to appear at a hearing session to put your case in person	We will consult formally on modifications to the plan. All comments will be published and passed to the Inspector examining the plan	We will inform consultation bodies and the public of the publication of the Inspector's report and the final adopted Local Plan

SPD/LDS Stages	Preparation	Public consultation	Adoption
Activities	We will prepare and publish a draft document	We will produce a draft document and carry out public consultation	We will consider comments received, make changes to the document as necessary and adopt the final SPD
How you can be involved	We will engage with relevant specific and general consultation bodies during the preparation of the document	We will consult with specific and general consultation bodies and with members of the public on the content of the document. We will feedback on how comments have been taken into account through the publication of consultation reports on the website	We will inform consultation bodies and consultees who responded to consultation of the adoption of the document. We will publish the document on the website.

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3.0 Community Involvement in the planning application process

- 3.1 Stroud District Council determines around 2,800 planning and other applications each year, ranging from householder extensions to major new residential, retail and office developments. Whilst the focus for community engagement in planning is at the plan making stage, as part of the process to determine these applications, it is important that the community and other stakeholders have the opportunity to get involved and have their say.
- 3.2 Planning legislation sets out the minimum requirements for publicising and consulting the community and stakeholders on planning applications. This section sets out the Council's interpretation of how we will meet those requirements through the development management process at pre-application, application and appeal stages.

Pre-application advice

- 3.3 The Council's provides a pre-application advice service that allows a developer, be it a householder wondering if their extension is likely to get planning permission to a volume house-builder wishing to explore the planning issues raised by their prospective development, without incurring the cost of submitting a formal planning application. Information on accessing pre-application advice, the service that will be provided and the costs involved is available on the Council's website.
- 3.4 The National Planning Policy Framework (NPPF) highlights the benefits of early consultation and engagement with the development management process: "The more issues that can be resolved at pre-application stage, the greater the benefits." The onus for undertaking public consultation at the pre-application stage lies with the Developer, not the Council.
- 3.5 For larger-scale or potentially controversial development proposals, the Council expects developers to engage with relevant stakeholders, the local community, Ward Members and Town and Parish Councils. For large sites allocated in the adopted Local Plan, the Council has agreed a Pre-Application Community Involvement Protocol (available on the Council's website), which sets out good practice for developers, town and parish council's and the District Council. For very large development proposals, pre-application consultation is required by the Planning Act 2008 and the Localism Act 2011.
- 3.6 With small-scale development proposals, there is usually no need for an applicant to undertake pre-application public consultation beyond speaking to nearby neighbours about plans.

Planning applications

- 3.7 Once a planning application has been received and validated by the Development Management team, there is a process of informing through publicity and consultation that is undertaken to ensure that stakeholders and the community have the opportunity to have their say on the development

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proposed. For all planning applications, neighbour notification letters are sent to the occupiers of properties immediately adjoining the site and a site notice is displayed as close as possible to the proposed development site. With the growth of customer 'self-service' via the Council's website 'Public Access' system, the use of neighbour notification letters may cease in the future, but for the present time, they will remain part of the consultation process.

- 3.8 An email will be sent to the relevant Town or Parish Council clerk for the area where the development proposal is situated, making them aware of the application. Internal and external statutory consultees are also notified of relevant applications (for example Highways, Environmental Health or Conservation teams and the Environment Agency).
- 3.9 For some types of application (such as major applications; applications for works to listed buildings; applications for developments affecting the setting of a listed building or a conservation area), a notice will be placed in the local press.
- 3.10 Following all these notifications, there is a period of at least 21 days on all applications for any interested parties, including internal and external statutory consultees, to make comments. We continue to accept comments until the application is determined, so in many cases this will be longer than 21 days but for the efficient determination of applications we do ask that the 21 day notification period is adhered to wherever possible.
- 3.11 If significant changes or amendments are submitted while the application is being processed, an additional 10 days will be available to make comments. The same parties will be notified of these changes, plus anyone who has already commented on the proposals.
- 3.12 All planning applications can be viewed online through the Council's Public Access system. We encourage people to respond online through the Public Access as this allows us to process comments more efficiently. Alternatively, comments can be submitted by email or post. All comments must be made in writing and contain the name and address of the author. We cannot consider anonymous comments.
- 3.13 All comments received are public documents and will be made available to view online through the Public Access system. They cannot be kept confidential, although personal information (signatures, email addresses and phone numbers) is censored. The adopted officer Scheme of Delegation means that the majority of applications are determined under officer delegated powers, leaving Development Control Committee (DCC) to consider the more contentious applications. The Scheme of Delegation can be found within the Constitution on the website.

Planning decisions

- 3.14 For those applications that are determined at DCC, members of the public have the right to speak in favour of or against applications. Objectors and

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supporters are given 3 minutes each (this time is shared if there is more than one speaker) and the town or parish council also have 3 minutes.

- 3.15 Once a decision is made, either at DCC or under officer delegated powers, the decision notice will be issued and a copy of it placed to view on the Council's website. Those members of the public who have signed up via Public Access for application alerts will be notified with an email to say that there has been a change in the application.

Appeals

- 3.16 An appeal may be submitted to the Planning Inspectorate by an applicant when planning permission is refused or where it has been permitted with conditions which the applicant considers to be unreasonable. Appeals can also be lodged if the application has not been determined within the appropriate statutory time limit.
- 3.17 If an appeal is made, the Council will notify everyone who was notified about the original application, plus anyone who commented on the application. Any further comments made at this time should be sent directly to the Planning Inspectorate (not the Council) for its consideration.
- 3.18 For appeals that are decided through an informal hearing or public inquiry, interested parties are also given the opportunity to appear before the Inspector. The Planning Inspectorate will consider the evidence and decide whether the Council's decision was correct. For all types of appeals the Inspector's decision is binding on the Council, although it can be challenged on a point of law in the High Court.
- 3.19 When an appeal decision is received by the Council, we will publish the decision on our website.

4.0 How to make your comments

- 4.1 To make a comment on the Local Plan or a supplementary planning document during a public consultation period:
1. the preferred method of response is via the online survey on the planning strategy pages of the Council's website www.stroud.gov.uk
 2. by email: local.plan@stroud.gov.uk
 3. write to: The Planning Strategy Team, Stroud District Council, Ebley Mill, Stroud, GL5 4UB
- 4.2 To make a comment on a planning application:
1. the preferred method of response is via the public access system (you will need to register on the website to do this) having viewed the application online on the Council's website www.stroud.gov.uk
 2. by email: planning@stroud.gov.uk

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3. write to: Planning, Stroud District Council, Ebley Mill, Stroud, GL5 4UB

5.0 Revising the Statement of Community Involvement

5.1 Local planning authorities must review their Statements of Community Involvement every five years from adoption. In addition, we will review and update if necessary this document to reflect any national legislative changes or proposed changes to local practice.

APPENDIX B: Statement of Community Involvement: Summary of consultation responses received

Respondent	Summary of comment	Council response	Recommended changes
Member of public 1	Respondents to planning applications should be anonymised once established as “real people”. There is the real risk of retaliatory behaviour (physical or verbal) from applicants or neighbours if personal information is disclosed.	With the introduction of data protection and GDPR, the Council endeavours to make ensure that personal details that can identify a person are not made available to the public.	No change.
Member of public 2	This is an excellent document and I support its strategies. It is important that people know how their comments have been taken into account and so Clause 2.12 is important.	Welcome support.	No change.
Gloucestershire Rural Community Council	There is reference to NDP’s in the document but no other reference to other forms of community led planning such as Community Design Statements and how these will or won’t be considered as examples of community involvement in the planning process. 3.5 – is it possible to state what a very large, large and small scale development is?	The SCI is about how the District Council will engage with communities on documents that it produces or those which other bodies produce to supplement the Local Plan. NDPs are produced by parish councils who are responsible under separate legislation for engaging and consulting with local communities. Nevertheless, the text could be amended to refer to the types of supplementary planning documents that the Statement of Community Involvement relates to. Unfortunately, as the scale, site area and nature of each planning application differs, it is not possible to further categorise or quantify very large/large scale	Amend para. 2.1 to read: “Local authorities are required to produce a local plan which sets out the planning policies for their area. They may also produce supplementary planning documents (SPDs) such as development briefs or design statements, or adopt those produced by other bodies such as parish councils, which add further detail to policies or sites. Documents produced by other bodies will need to be subject to consultation which complies with this SCI before they can be adopted as SPD.”

APPENDIX B: Statement of Community Involvement: Summary of consultation responses received

	<p>3.7 & 3.12 – Customer self-service – in terms of access/ equal opportunities it is imperative that paper copies are still used as not everyone has access to the internet or indeed linked to/ concerned with the planning system.</p> <p>The self service is a <i>re-active</i> process, residents will need to know of the existence of the planning application in the first place to respond! Please do not withdraw the neighbour notification letters as otherwise residents will not know of planning applications.</p>	<p>development.</p> <p>Copies of all applications can still be viewed at the Council Offices if individuals have no personal access to the internet.</p> <p>The Public Access system allows members of the public to create a search area of interest, be it a hamlet, village, town or the whole district. After this has been set up, they will then be notified of all applications in their chosen search area by email. The SCI states that the use of neighbour notification letters will remain for the present time.</p>	
Cainscross Parish Council	<p>The District Council should inform Parish Councils of pre-applications in their area. We understand at present that the onus is on the developer but as they are not required to consult with Parish and Town Councils we are often left out of the loop.</p>	<p>Notification of a pre-application enquiry to a Parish or Town Council is at the discretion of the applicant. The local planning authority is unable to require applicants to do this, but always seek to encourage applicants to consult with the local community.</p>	No change.
Member of public 3	<p>Embrace alternative ways to communicate - e.g. sending an email isn't the only way, what about drop in sessions? Typing an email may not be accessible to all. Use alternative advertisement methods for planning applications, e.g. facebook advertisements to target audiences. Newspaper articles and parish council meetings will not reach many people.</p> <p>Use less words - documents are typically so long and unappealing to the masses - take a look at Citizens.Is and the My Neighbourhood idea: https://citizens.is/portfolio_page/my-neighbourhood/</p>	<p>The SCI states that we intend to use a variety of methods and techniques to reach the intended audience. Some examples are given in para. 2.11. It is agreed that more could be done to utilise the power of social media and we would hope to move towards many more forums of communication when our ICT systems can support this.</p> <p>The SCI has been simplified and condensed to provide a clear and succinct statement of Council policy on consultation within the planning service.</p>	No change.

APPENDIX B: Statement of Community Involvement: Summary of consultation responses received

<p>Rodborough Parish Council</p>	<p>Council agreed to object to any possible cessation in notifying neighbours of new planning applications (item 3.7) as not everyone has access to online notifications.</p> <p>Even those that are online have to be proactive to sign up to email alerts (which you don't seem to be able to do at the moment, unlike under the previous online system when you could subscribe to alerts within 500m of your postcode).</p> <p>We have examples locally of households being unaware of a neighbour's application until the building starts and overlooks their property.</p>	<p>The SCI states that the use of neighbour notification letters will remain for the present time.</p> <p>Public access does require users to identify their area of interest and sign up for emails but after this, the system will provide notifications automatically. It also allows residents to extend their area of interest well beyond their postcode area.</p> <p>Site notices will continue to be posted. Legally, we are only required to provide a site notice or a neighbour letter. Stroud District Council will continue to do both.</p>	<p>No change.</p>
<p>North Nibley Parish Council</p>	<p><u>1. Planning Applications paras 3.7—3.13</u></p> <p>This appears out of date as we understand neighbour notification and site notices have already stopped without prior discussion with Parish Councils. This is despite the system operating successfully for a number of years. We strongly object to this cessation. This system ensured all affected parties were aware of proposals and given an opportunity to comment before decisions were made. The Parish Council is mindful that many people, especially the elderly, do not have the benefit of the internet or are computer literate so that these people are put at unnecessary disadvantage.</p> <p>The Parish Council considers that the administrative cost of operating this system should be funded from planning fees income. Such fees are intended to cover the cost of administrating planning applications and</p>	<p>Neighbour letters and site notices have not stopped. Legally, we are only required to use one of these methods of notification, but Stroud District Council will continue to use both.</p>	<p>No change.</p>

APPENDIX B: Statement of Community Involvement: Summary of consultation responses received

	<p>not absorbed into general Council revenues.</p> <p>With respect to para 3.11 it is considered the period of 10 days is insufficient for proper assessment of changes to be considered by PC S and other bodies. This should at least 21 days as per para 3.10. This would not unduly delay the processing of applications.</p> <p><u>2. Appeals paras 3.16— 3.19</u> It is considered Parish Councils should be given an opportunity to comment on the Council’s final Statement of Case to enable additional relevant points to be raised to assist the Inspector decision. This could be enabled by the Council producing its Statement earlier and not on deadline day as at present.</p>	<p>The Council has statutory time limits in which to determine planning applications and this is the reason why amended plan consultation time is limited.</p> <p>The time limit for producing statements for appeals does not allow for a meaningful consultation period with Parish or Town Councils. There is unfortunately no capacity within the service to produce statements early when these have to be accommodated within an officer’s everyday planning application workload.</p>	
<p>Wotton-Under-Edge Town Council</p>	<p><u>Local Plan</u> Recognition of the importance of Town and Parish Councils in the consultation process (Para 2.8) is welcomed and we are pleased that an exhibition event has been organised in the Town Hall. It is, however, disappointing that no workshop with the Town Council is planned. This does not follow the spirit of Para 2.8 which emphasises the importance of the views of Town and Parish Councils.</p> <p><u>Planning Application Process</u> It is noted that Neighbour Notification Letters may cease in future (Para 3.7). Such a move would not be welcome since many members of the public can’t or don’t understand how to access the “Self-Service” “Public Access” system. Site notices are not always put</p>	<p>The SCI makes clear that we will utilise a variety of methods and techniques during Plan preparation. This may include workshops as well as exhibitions, correspondence and face to face meetings at different times, depending upon the nature of engagement required. Para. 2.8 emphasises that whatever method we use, the overall objective is to seek the views of parish councils.</p> <p>This is not proposed at present but should any change be suggested in the future this will be subject to further consultation. Site notices are displayed for each application with the three week consultation period extends from the time it is displayed.</p>	<p>No change.</p>

APPENDIX B: Statement of Community Involvement: Summary of consultation responses received

	<p>up in a timely fashion and neighbours may not notice them, so may not be aware of the application.</p> <p>The continuance of email notifications of planning applications (Para 3.8) is welcome. In view of past problems, such notifications should also be sent when applications are referred to the DCC.</p> <p>DCC site inspections do not include a representative of the parish or town council or the county councillor and the public are not permitted to speak or even to attend to observe the probity of the process. This unnecessary restriction should be reviewed.</p> <p>Press notification should also include applications in the AONB (Para 3.9).</p> <p>The opportunity for members of the public to speak at the DCC (Para 3.14) is welcomed but it should be made clear that this opportunity includes Town and Parish Councils. SDC should ensure that local councils are informed when application are referred to the DCC (see above comment) so that local members of the public can also be made aware. Also, there is no slot for the county councillor to speak, unlike County Council planning meetings where district councillors have their own speaking slot.</p> <p>It is not clear from Para 3.15 whether referral to the</p>	<p>There is often a significant time delay in the decision to take an application to DCC and it appearing as part of a Committee schedule. We will inform Town and Parish Councils of the decision to take an application to DCC but we ask that after this they be proactive in using the Public Access system to identify which meeting it will go to.</p> <p>Site Inspection Panel (SIP) visits are undertaken to allow Members of the determining Committee to see application sites and ask factual questions. They are not a forum for debate or to express opinions about an application. There is, therefore, no need for Parish Council representatives or others to attend.</p> <p>Our approach to press notification reflects national legislation.</p> <p>The 'Procedure for Public Speaking' is set out in every DCC schedule and clearly refers to Parish and Town Councils, who are offered an individual 3 minute slot to speak.</p> <p>There is no electronic mechanism for informing Town</p>	
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APPENDIX B: Statement of Community Involvement: Summary of consultation responses received

	<p>DCC is a “change in the application” which can be tracked, or if this just relates to “decisions”. If town and parish councils are required to use the tracking feature to find out when an application has been referred to the DCC then this should be made explicit.</p> <p>It is accepted that the document is about community involvement, but it would be helpful to include the role District Councillors play in the consultation process. It is noted that County Councillors are ignored in the process. Why?</p>	<p>and Parish Councils of an application’s date for DCC. Public Access can be used to track an application which will result in a Parish/Town Council being notified of a change in its status. Local Ward Members are notified of forthcoming DCC schedules as part of the SIP process.</p> <p>County Councillors are welcome to attend DCC meetings and ask to speak in one of the allocated public speaking slots but where the determination of planning applications lies with the District Council, they are not part of the decision making authority. District Councils are the determining authority for most applications not the County Council. Comments from the local County Councillors are welcomed and they are not excluded from the process. The document is not intended to address internal consultation within the Council.</p>	
Miserden Parish Council	<p>We are happy to trial responding to planning applications via the public access system and providing this does not increase our workload much can do this rather than email comments moving forwards</p> <p>Please can you confirm that when we give comments and responses to planning policies and applications, our comments are held in more weight than an individual as we are speaking on behalf of the Parish in its entirety via the elected councillors, rather than it being just one person's view?</p>	<p>Welcome support.</p> <p>Legally, Parish Council’s comments do not hold more weight than an individual’s comments, but it is fair to say that they are given much importance by officers and elected Members of the Council.</p>	No change.
Canal and River Trust	<p>The Trust should be consulted on applications in the vicinity of the Gloucester & Sharpness Canal in our role as a statutory consultee and adjacent landowner. Unfortunately in recent months this has not always</p>	<p>Thank you for drawing this to our attention as part of this process. We will investigate why this may have happened.</p>	No change.

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	<p>been the case and several applications have not been identified as requiring consultation with the Trust.</p> <p>We encourage pre-application consultation and do not charge for this. We would welcome the opportunity to be involved in pre-application discussions for proposals within the Trust's notifiable area.</p> <p>We welcome references to our role as a statutory consultee and an organisation to be consulted on plan making and new plan procedures. We welcome engagement in the early stages of NDP preparation and we have produced a document to help with this.</p>	<p>Noted but whilst the Council will encourage this, it is at the discretion of the developer.</p> <p>Welcome support.</p>	
<p>Hillesley and Tresham Parish Council</p>	<p>The council understands automatic email alert notifications for registered users have already stopped without prior discussion with Parish Councils whilst the system had operated successfully for a number of years. This system ensured all affected parties were aware of proposals and given opportunity to comment before decisions were made. The Parish Council therefore requests Stroud District Council reinstate this service.</p>	<p>Email notifications are available via the Public Access system. The Council held seminars to which all Parish and Town Councils were invited after Public Access was launched to show how to use the new system. The Parish Council is welcome to contact Council officers if further training is required.</p>	<p>No change.</p>
<p>Eastington Parish Council</p>	<p>We are concerned about the possibility of neighbourhood notification letters ceasing in the future, particularly those for with mobility issues / without internet that rely on postal communication.</p> <p>We are also concerned about the reliance on technology which does not take into account those without technology.</p>	<p>The Council will continue to use neighbour letters for the foreseeable future and will consult all Town and Parish Councils should this situation change.</p> <p>Paper copies of all Local Plan documents can be viewed at town and parish council offices open to the public, libraries and at Ebley Mill. Planning applications can also still be viewed at Ebley Mill for those without personal access to the internet. Formal Local Plan</p>	<p>Amend para. 2.9 to read: "We recognise that many members of the community are hard to reach or engage with, whether due to working hours, commitments,</p>

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	<p>The SCI recognises that there are those members of community who are harder to reach and so methods of communicating will be modified but the SCI does not appear to set out what measures SDC will take to ensure harder to reach groups will be consulted with in the future.</p> <p>Paragraph 2.4 puts the responsibility of community consultation for NDPs on parish and town councils, but does not recognise that the District Council also has a role to communicate and consult on NDPs at the later stages.</p>	<p>stages and many planning applications are advertised in the local press. Town and Parish Councils can also play a very useful role in disseminating information to local and hard to reach residents.</p> <p>The SCI recognises that there are hard to reach groups and that we will modify traditional consultation methods where appropriate. However, given the huge variety of types of hard to reach groups it is difficult to set out specific measures that will be inclusive to all in the SCI. However, we agree to amend the SCI to make reference to the need for each document to identify how the views of hard to reach groups have been sought through the consultation process.</p> <p>The District Council does have a role to communicate and consult on NDPs at the later stages. However, the nature and extent of this formal consultation is set out in regulation and the Council has no scope to vary from this.</p>	<p>personal circumstances or disabilities. We will try to modify traditional consultation methods where appropriate to engage with such groups and individuals and we will highlight in consultation reports how we have sought to capture their views.”</p>
<p>Gloucestershire County Council</p>	<p>Thank you for consulting us. We have no comments to make.</p>	<p>Note comments.</p>	<p>No change.</p>
<p>Natural England</p>	<p>Thank you for your consultation request. We are supportive of the principle of meaningful and early engagement of the general community, community organisations and statutory bodies in local planning matters.</p> <p>We regret we are unable to comment in detail on individual SCI but information on the planning service</p>	<p>Welcome support.</p>	<p>No change.</p>

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	we officer, including advice on how to consult us, can be found here .		
Environment Agency	<p>We welcome our inclusion in the list of specific consultation bodies. In terms of pre-application advice, we offer a two-tier service: free preliminary advice and a charged service where there are detailed issues to be resolved. As a result we no longer provide a response to pre-application requests from local planning authorities but will instead engage directly with developers. You may wish to mention this in the SCI and include our contact details for more information: SHWGplanning@environment-agency.gov.uk</p> <p>We note paragraphs 3.14 and 3.15 refer to decision notices. In accordance with PPG (Determining a Planning Application, paragraph 019) we request notification of decisions or applications withdrawn, where we have made representations and politely ask that this is done via email within two weeks. Furthermore we request a URL of the decision notice, or an electronic copy of the decision notice or outcome.</p>	<p>Welcome support.</p> <p>Our Public Access system allows any consultee to track an application and to be notified when there is a change in status. Public access does require users to identify their area of interest and sign up for emails but after this, the system will provide notifications automatically.</p>	No change.
Gloucestershire County Councillor and Vice Chairman Gloucestershire County Council Planning Committee	<p>3.7 Site notices are not always posted in a timely fashion. Neighbour notification letters do not always reach the appropriate people and in a timely manner. The intention is said to be to continue this process but that it may cease in the future with an expectation of customer “self-service” via the Council’s website. Such a future intention requires every member of the community to have access to the website and to frequently consult it “just in case” there is something there relevant to them.</p>	<p>Site notices always give the public a 21 day consultation period so even if they are not posted on the day the application is validated, the public is not prejudiced by this. However, site notices are normally all displayed within 5 days of an application going ‘live’.</p> <p>It is acknowledged that some members of the community do not have access to the internet and this is the reason the current methods of consultation (letter and site notice) remain in place at the present</p>	No change.

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	<p>3.8: “An email will be sent to the relevant parish council clerk for the area where the development proposal is situated making them aware of the application”. It has been the practice previously to also notify the neighbouring parish council(s) where an application relates to a site close to a parish boundary or would impact on that parish. I would hope this is to continue.</p> <p>3.10: “Notification period of at least 21 days on all applications”. Many parish councils meet monthly and some less often and therefore have to invent systems of delegation to comment on applications if a time extension is not granted.</p> <p>3.12 Sometimes, responses made online even when clearly including the words “I object” are labelled on the website merely as comments.</p> <p>There is no mention of district council site inspections which are now restricted to members of the SDC Planning Committee and therefore have no community involvement. Until some years ago representatives of the relevant parish councils were invited. (I believe this was stopped because of the fear that they might influence the committee members.) This can mean that valuable information is not</p>	<p>time. The Council will continue to use neighbour letters for the foreseeable future and will consult all Town and Parish Councils should this situation change.</p> <p>The Public Access system allows adjoining Parish Councils to create email alerts for adjoining parishes.</p> <p>The statutory timescales for determining applications restricts the time available for consultation. However, where this can be extended, it is.</p> <p>We do not label third party representations. All representations are read in detail by the case officer. Submitting comments via the Public Access will allow the author to label their comment as an objection (or other).</p> <p>Site Inspection Panel visits exist to allow Members of DCC to see application sites before committee. They are not public meetings and are not a forum for debate or discussion. There is, therefore, no need for anyone else to attend these meetings, although Ward Members are invited. The public and others are excluded to ensure probity in this context.</p>	
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	<p>captured. This contrasts with the County Council Planning Committee Members' Site Visits which are held in public. They follow the procedure of the Planning Inspectorate and ensure probity. The local district councillors and parish council representatives can attend and speak in addition to the local county councillor(s). Members of the public can attend, (subject to any safety restrictions that may exist on the site which could, for example, be an operating quarry). They can speak if invited to do so by the committee chair. All such addresses can refer only to site-specific matters. Debate or argument on the merits of the proposal are not permitted and anyone attempting to do so (including in questions from members of the committee) will be stopped. Lobbying of committee members is not permitted. The officers' written report of this meeting is subject to approval at the Planning Committee meeting and forms part of the committee report. I am not aware that such a report is produced for SDC DC committee meetings following site visits or that, if it is, it is a publicly available document and posted on the council's website.</p> <p>3.14 There is no timed speaking slot allocated at DC committee meetings to the local county councillor. This is unlike planning applications determined by the County Council's Planning Committee where the local district councillors have a 5-minute slot as does the applicant or their agent, in addition to the parish council representatives in the area of application (5 minutes) and members of the public (a maximum of 20 minutes for supporters and 20 minutes for</p>	<p>While there is no specific time slot made available for County Councillors to speak at DCC, they can still speak using other available slots or make written representations on an application which will be reported to Committee.</p>	
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	objectors). The County Councillor can speak without a time limit.		
Persimmon Homes Severn Valley	<p>Persimmon Homes Severn Valley consider the consultation process in Stroud is generally operated fairly and efficiently. Therefore we only have one comment on one matter where improvements would be helpful and that is in respect of the consultation process for Neighbourhood Development Plans.</p> <p>Whilst we appreciate the comment in paragraph 2.4 of the Draft SCI that <i>'neighbourhood plans are produced by Parish and Town Councils who are responsible for engaging and consulting with local communities'</i> this needs to be extended. At the very least the document should add and <i>'other consultation bodies and consultees'</i> to encourage neighbourhood planning groups to engage and consult beyond the confines of their local community. We have on a number of occasions only found out about neighbourhood plan consultations after the event and we find neighbourhood planning groups are reluctant to consult with landowners and developers until the final version of the plan, despite the availability of the very helpful Planning Aid guidance which is also prominently displayed on the Stroud District Council website. Early consultation is important because like the District Council's own Local Plan, Neighbourhood Development Plans are also a key part of the Development Plan for the area and so deserve to be subject to the same wide scrutiny by the full range of consultees.</p> <p>We therefore think it could be helpful if the District</p>	<p>Welcome support.</p> <p>In terms of NDPs the SCI makes clear that we will publish information on progress with NDPs on an annual basis. We are also responsible for carrying out formal consultation on draft NDPs and we consult widely in accordance with statutory regulations.</p> <p>However, it is the responsibility of parish councils to undertake consultation on NDPs and if parties feel aggrieved they are able to make representations at the formal stage and, if necessary, undertake legal challenge.</p> <p>The District Council is not always made aware of initial NDP consultations undertaken by parish councils and so it would not be practically possible for the District Council to inform all people on the Local Plan consultation database before the consultation commences.</p> <p>However, it is agreed that changes could be made to the text to recognise these concerns.</p>	<p>Amend para. 2.4 to read:</p> <p>"Neighbourhood plans are produced by parish and town councils who are responsible for engaging and consulting with local communities, other consultation bodies and consultees. The District Council encourages parish and town councils to consult widely with local residents, local businesses and other interested parties through the initial engagement process. The District Council has a role to consult during the latter formal stages and will do so in accordance with the relevant regulations. We will publish information on progress with neighbourhood plans on an annual basis."</p>

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	<p>Council could assist Neighbourhood Plan Groups to ensure all those people and bodies both within and outside the local community who might have an interest in the plan are given the opportunity to participate and comment as early as possible in the process. In order not to contravene the GDPR regulations, we suggest that at the start of the preparation and consultation on each Neighbourhood Plan the District Council should inform everybody on its own Local Plan consultation database at the start of the process, so those consultees that do wish to be involved can inform the Neighbourhood Plan Group accordingly, who can then use the responses to set up its own database. This process should be set out in paragraph 2.4 of the SCI.</p>		
<p>Member of public 4</p>	<p>The key missing component is any mechanism to ensure compliance by setting measurable aims and monitoring the result.</p> <p>The document has nothing new to offer compared to the current SCI that resulted in just 149 individuals responding to the Local Plan Review Issues and Options Consultation.</p> <p>In Berkeley, where I am a resident, virtually no one had heard of the Local Plan Review Emerging Strategy consultation, that is just closing, until early in January. No steps were taken to ensure that a wide sector of</p>	<p>The SCI contains clear commitments and the robustness of the relevant planning process will depend on whether the Council has complied with the requirements set out in the SCI. The SCI includes a review mechanism which will include an assessment of whether the SCI remains fit for purpose.</p> <p>The SCI has been rewritten to reflect modern methods of engagement. Many hundreds of people attended the Local Plan exhibitions but did not respond formally by writing in. This does not invalidate or undermine the wider engagement process.</p> <p>Many Berkeley residents are aware of the Local Plan proposals and an extensive consultation process included press releases, newspaper and online press articles, website material, social media messages before</p>	<p>No change.</p>

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	<p>the population were aware of the consultation and the plans content. There are plenty of means in Berkeley to achieve this but none were attempted. The present draft SCI proposal was discovered by accident a few days before the closing date.</p> <p>2.2 <i>“we publicise this on our website.”</i> Do you really think that the public at large regularly look at your website? Furthermore although many households have internet access it does not mean that they use it to follow what Stroud DC is up to.</p> <p>2.6, 2.7 and 2.8. Consulting with bodies, most of whom represent special interest groups, is not engaging the general public. Town and Parish Councils do not necessarily consult with the public. In Berkeley Councillors are almost always co-opted to fill vacancies so are not representative. The office is manned by one part time person and is only open for 8 hours on Monday, Wednesday and Thursday.</p>	<p>each exhibition, posters for parish and town councils to put up, material in libraries and town council offices as well as emails to hundreds of people on the Council’s consultation database. The draft SCI was also sent to all local people on our database as well as being available to view on our website, at libraries and at town council offices.</p> <p>We know that the public do seek information from the Council’s website and we feel it is an important resource for local residents.</p> <p>The SCI sets out how we will engage with communities which include a range of groups as well as the general public. It is important that we reach as many different types of groups and individuals as possible.</p>	
Woodchester Parish Council	Query raised at Town and Parish Council Forum whether the Council is following the agreed protocol with parish councils regarding the planning application process.	The SCI refers to the Parish and Town Council Protocol in para. 1.2. However, the protocol makes clear that it does not apply to statutory planning processes and so it is necessary for the SCI to establish the planning processes for engaging with these councils.	No change.

STROUD DISTRICT COUNCIL
ENVIRONMENT COMMITTEE

**AGENDA
ITEM NO**

28 MARCH 2019

11

Report Title	MINCHINHAMPTON NEIGHBOURHOOD DEVELOPMENT PLAN: PROGRESS TO REFERENDUM
Purpose of Report	To inform councillors of progress regarding the Minchinhampton Neighbourhood Development Plan (MNDP)
Decision(s)	The Committee RESOLVES: <ol style="list-style-type: none"> 1. to accept all recommended modifications of the Examiner’s Report (Appendix A); 2. that the Minchinhampton Neighbourhood Development Plan, as modified, meets the basic conditions, is compatible with the Convention rights, complies with the definition of a neighbourhood development plan (NDP) and the provisions that can be made by a NDP; 3. to take all appropriate actions to progress the Minchinhampton Neighbourhood Development Plan to referendum in May 2019.
Consultation and Feedback	The MNDP has been through two statutory consultations. Minchinhampton Parish Council undertook a pre-submission consultation (Regulation 14) from 4 th January 2018 to 28 th February 2018 and the Council undertook a post-submission consultation (Regulation 16) from 9 th January to 20 th February 2019. Both consultations lasted no less than the six weeks as required by the regulations. Minchinhampton Parish Council considered the comments received during the Regulation 14 consultation and made changes to the plan. The comments received during the Council’s Regulation 16 consultation were provided to the examiner of the plan who considered them during the examination.
Financial Implications and Risk Assessment	The Government issued guidance in October 2014 indicating that funding of £12m was available to local planning authorities to help them meet the cost of their responsibilities around Neighbourhood Planning. A total of £20,000 can be claimed for each NP area. This single payment will be made once a date is set for a referendum, following a successful

	<p>examination. If Committee resolves to accept the examiner's report and progress the plan to referendum, potential funding of £20,000 would be available. Any costs incurred in excess of this will have to be borne by the Council.</p> <p>Adele Rudkin – Accountant Tel: 01453 754109 Email: adele.rudkin@stroud.gov.uk</p>
Legal Implications	<p>The report and recommendations outline the current legal position with regard to the next stage in the process. The Council's discretion with regard to proceeding to a referendum or otherwise is strictly limited by statute and in this case the requirements for proceeding to a referendum appear to have been met subject to the proposed modifications being included in the NDP. If the majority of those who vote in a referendum are in favour of the draft neighbourhood plan then the neighbourhood plan must be made by the local planning authority within 8 weeks of the referendum.</p> <p>The Council may give weight to relevant policies in the emerging MNDP in accordance with the NPPF paragraph 48 and NPPG paragraph 7.</p> <p>Craig Hallett, Solicitor & Acting Monitoring Officer Tel: 01453 754364 Email: craig.hallett@stroud.gov.uk</p>
Report Author	<p>Simon Maher, Neighbourhood Planning Officer Tel: 01453 754339 Email: simon.maher@stroud.gov.uk</p>
Options	<p>Option 1 - Make modifications to the MNDP in accordance with the examiner's recommendations</p> <p>This is the option promoted by this report. It consists of accepting the recommendations made in the neighbourhood plan examination report, determining that the MNDP meets the basic conditions and all legal requirements and should therefore proceed to a referendum.</p> <p>This approach is considered to be the best option for progressing the plan prepared by the community without any unnecessary delay in the decision making process.</p> <p>Option 2 – Make a decision that differs from the examiner's recommendation</p>

	<p>If the Council were to propose a decision that differs from the examiner’s recommendation, the Council is required to:</p> <ol style="list-style-type: none"> 1. notify all those identified on the consultation statement of the town council and invite representations, during a period of six weeks, 2. refer the issue to a further independent examination if appropriate. <p>Option 3 - Refuse the Plan The Council can decide that it is not satisfied with the plan proposal with respect to meeting basic conditions, compatibility with Convention rights, definition and provisions of the NDP even if modified. Without robust grounds, which are not considered to be present in this case, refusing to take the plan to a referendum could leave the Council vulnerable to a legal challenge.</p>
<p>Performance Management Follow Up</p>	<p>If a referendum is held and there is a vote in favour (50% plus 1) MNDP will automatically become part of the development plan for the District and will be used to determine planning applications within the Minchinhampton Neighbourhood Area. It will also be referred to Council to be “made”. If Council decides to not make it, the MNDP will cease to form part of the development plan.</p>
<p>Background Papers/ Appendices</p>	<p>Background Papers</p> <ul style="list-style-type: none"> • Minchinhampton Neighbourhood Plan and submission documents • The basic conditions that neighbourhood Plans must meet and other basic conditions <p>Appendices Appendix A – Examiner’s Report</p>

BACKGROUND

1. Neighbourhood planning was introduced through the Localism Act 2011. New powers allowed qualifying bodies (parish or town councils) to produce NDPs. NDPs allow communities to set planning policies for their area.
2. Once adopted, NDPs join the adopted Local Plan in the Council’s Development Plan. They must be considered when planning decisions are made, along with the Local Plan and national planning policy.
3. Producing a NDP allows parish and town councils to increase the amount of Community Infrastructure Levy (CIL) funds they receive from developments within their area from 15% to 25%.

4. NDPs must be examined by a suitably qualified independent person, appointed by the Council and agreed by the qualifying body (Town/Parish Council). Neighbourhood plans must also pass a referendum of local voters by a simple majority. If a plan passes referendum, the Council must make (adopt) it, unless it breaches EU obligations or human rights legislation.

MINCHINHAMPTON NEIGHBOURHOOD DEVELOPMENT PLAN

5. The Minchinhampton Neighbourhood Area was designated by resolution of the Council's Environment Committee on 16th June 2015.
6. The MNDP was led by a steering group subordinate to Minchinhampton Town Council ('the qualifying body').
7. A submission version of the MNDP was accepted by the Council on 7th January 2019, under regulation 15 of the Neighbourhood Planning (General) Regulations 2012 (as amended) ('the regulations'). As prescribed by 'the regulations', the Council consulted on the plan for six weeks and arranged for the plan to be examined.

EXAMINATION

8. The Council appointed Andrew Ashcroft MRTPI as independent examiner of the MNDP.
9. The examination concludes once the Examiner's Report is received by the Council. The Examiner's Report contains a recommendation of whether the MNDP, with or without modifications, should proceed to a referendum.
10. The examiner's findings, including recommendations and the reasons for them, are set out in the Examiner's Report (Appendix A). The examiner only makes recommendations necessary to make the Plan, meet the basic conditions and other legal requirements.
11. The recommended modifications to the MNDP are set out throughout the Examiner's Report (Appendix A).

CONSIDERATION

12. Following the completion of the examination, the Council is required to consider each of the examiner's recommendations and the reasons for them and decide what action to take in response to each. Officers have reviewed the Examiner's Report and agree with all the recommendations and the reasons for them.
13. The Council is required to consider whether the draft MNDP meets the basic conditions, is compatible with the Convention rights and complies with the

definition of an NDP and the provisions that can be made by a NDP or can do so as modified.

14. Officer's have carefully considered the MNDP and the Examiner's report and consider that:

- 1- The MNDP, as modified by the Examiner's recommendations, has had regard to national policies and advice contained in guidance issued by the Secretary of State. The MNDP has been assessed against the National Planning Policy Framework and national Planning Practice Guidance and modifications proposed to comply with national policy.
- 2- The MNDP, as modified by the Examiner's recommendations, contributes to the achievement of sustainable development. The MNDP has been subject to sustainability assessment that identifies the plan will have an overall positive effect.
- 3- The MNDP, as modified by the Examiner's recommendations, is in general conformity with the strategic policies contained in the development plan as a whole for the area. The MNDP has been assessed against the adopted Stroud District Local Plan and modifications proposed to ensure the MNDP does not become out-of-date in the context of a review of strategic policies in the Local Plan.
- 4- The MNDP, as modified by the Examiner's recommendations, would not breach, and be otherwise incompatible with EU obligations. The Examiner's assessment has involved considering the following Directives: the Strategic Environmental Assessment Directive (2001/42/EC); the Environmental Impact Assessment Directive (2011/92/EU); the Habitats Directive (92/43/EEC); the Wild Birds Directive (2009/147/EC); the Waste Framework Directive (2008/98/EC); the Air Quality Directive (2008/50/EC); and the Water Framework Directive (2000/60/EC). In addition, no issue arises in respect of equality under general principles of EU law or any EU equality directive. The Council issued a Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) Screening Determination in June 2018, which confirmed to Minchinhampton Parish Council that a SEA and a full HRA were not required on the MNDP.
- 5- The MNDP, as modified by the Examiner's recommendations, would not give rise to significant environmental effects on European sites and European offshore marine sites. The Council issued a Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) Screening Determination in June 2018, which confirmed to Minchinhampton Parish Council that a SEA and a full HRA were not required on the MNDP.
- 6- The MNDP, as modified by the Examiner's recommendations, is in all respects fully compatible with Convention rights contained in the Human Rights Act 1988. The Examiner considered the Convention's Articles 6(1), 8 and 14 and its First Protocol Article 1. Nothing in his examination of the Draft MNDP indicated any breach of a Convention right. There has been full and adequate opportunity for all interested parties to take part in the preparation of the Plan and to make their comments known.

- 7- The MNDP, as modified by the Examiner's recommendations, complies with the definition of an NDP and the provisions that can be made by a NDP. The MNDP sets out policies in relation to the development and use of land in the whole of the neighbourhood area; it specifies the period for which it is to have effect; it does not include provision about development that is 'excluded development' and does not relate to more than one neighbourhood area or repeat an existing planning permission.
15. Subject to consideration at the meeting, members are asked to authorise officers to make the modifications specified in the Examiner's Report and progress the modified version of the plan to a referendum.
16. The neighbourhood area matches the civic boundary of Minchinhampton Parish; officers recommend that the referendum area should remain that of the Minchinhampton Neighbourhood Area, as designated by the Council on 16th June 2015. However, the Council cannot make a decision that differs from the examiners' recommendations about the referendum area.

NEXT STEPS

17. The Council must publish a statement setting out its decision and the reason for making it. Officers will need to modify the plan and produce a final version for the referendum.
18. The Council must hold a referendum within 56 working days from the date that the decision to take the plan forward to a referendum is published. In consultation with the Council's returning officer and elections department, May 2019 has been identified as the suitable date for holding a referendum.
19. If the plan passes referendum, the Council is required to make (adopt) it unless it breaches EU or Human Rights legislation. The Council's scheme of delegation does not delegate this decision to officers or the Environment Committee, so the decision to make the plan will be made by full Council. This decision is expected to take place in July 2019. The plan cannot be modified at that stage.

Minchinhampton Neighbourhood Development Plan 2018-2036

**A report to Stroud District Council on the
Minchinhampton Neighbourhood Development Plan**

**Andrew Ashcroft
Independent Examiner
BA (Hons) MA, DMS, MRTPI**

Director – Andrew Ashcroft Planning Limited

Executive Summary

- 1 I was appointed by Stroud District Council in January 2019 to carry out the independent examination of the Minchinhampton Neighbourhood Development Plan.
- 2 The examination was undertaken by written representations. I visited the neighbourhood plan area on 27 February 2019.
- 3 The Plan proposes a series of policies and seeks to bring forward positive and sustainable development in the plan area. There is a very clear focus on safeguarding its distinctive rural character. The key success of the Plan is its very sharp focus on a set of bespoke policies. In combination they seek to promote sensitive new development that fully respects the character and appearance of the neighbourhood area.
- 4 The Plan has been underpinned by community support and engagement. The community has been engaged in its preparation in a proportionate way.
- 5 Subject to a series of recommended modifications set out in this report I have concluded that the Minchinhampton Neighbourhood Development Plan meets all the necessary legal requirements and should proceed to referendum.
- 6 I recommend that the referendum should be held within the neighbourhood plan area.

Andrew Ashcroft
Independent Examiner
8 March 2019

1 Introduction

- 1.1 This report sets out the findings of the independent examination of the Minchinhampton Neighbourhood Development Plan 2018-2036 ('the Plan').
- 1.2 The Plan has been submitted to Stroud District Council (SDC) by Minchinhampton Parish Council in its capacity as the qualifying body responsible for preparing the neighbourhood plan.
- 1.3 Neighbourhood plans were introduced into the planning process by the Localism Act 2011. They aim to allow local communities to take responsibility for guiding development in their area. This approach was subsequently embedded in the National Planning Policy Framework (NPPF) in 2012 and 2018. The NPPF continues to be the principal element of national planning policy.
- 1.4 The role of an independent examiner is clearly defined in the legislation. I have been appointed to examine whether or not the submitted Plan meets the basic conditions and Convention Rights and other statutory requirements. It is not within my remit to examine or to propose an alternative plan, or a potentially more sustainable plan except where this arises as a result of my recommended modifications to ensure that the plan meets the basic conditions and the other relevant requirements.
- 1.5 A neighbourhood plan can be narrow or broad in scope. Any plan can include whatever range of policies it sees as appropriate to its designated neighbourhood area. The submitted plan has been designed to be distinctive in general terms, and to be complementary to the development plan in particular. It addresses a range of environmental and community issues. It includes very comprehensive and distinctive policies on geological conservation, Minchinhampton Common and a specific part of the town centre.
- 1.6 Within the context set out above this report assesses whether the Plan is legally compliant and meets the basic conditions that apply to neighbourhood plans. It also considers the content of the Plan and, where necessary, recommends changes to its policies and supporting text.
- 1.7 This report also provides a recommendation as to whether the Plan should proceed to referendum. If this is the case and that referendum results in a positive outcome the Plan would then be used to determine planning applications within the plan area and will sit as part of the wider development plan.

2 The Role of the Independent Examiner

- 2.1 The examiner's role is to ensure that any submitted neighbourhood development plan meets the relevant legislative and procedural requirements.
- 2.2 I was appointed by SDC, with the consent of the Parish Council, to conduct the examination of the Plan and to prepare this report. I am independent of both SDC and the Parish Council. I do not have any interest in any land that may be affected by the Plan.
- 2.3 I possess the appropriate qualifications and experience to undertake this role. I am a Director of Andrew Ashcroft Planning Limited. In previous roles, I have over 30 years' experience in various local authorities at either Head of Planning or Service Director level. I am a chartered town planner and have significant experience of undertaking other neighbourhood plan examinations and health checks. I am a member of the Royal Town Planning Institute and the Neighbourhood Planning Independent Examiner Referral Service.

Examination Outcomes

- 2.4 In my role as the independent examiner of the Plan I am required to recommend one of the following outcomes of the examination:
- (a) that the Plan is submitted to a referendum; or
 - (b) that the Plan should proceed to referendum as modified (based on my recommendations); or
 - (c) that the Plan does not proceed to referendum on the basis that it does not meet the necessary legal requirements.

The Basic Conditions

- 2.5 As part of this process I must consider whether the submitted Plan meets the Basic Conditions as set out in paragraph 8(2) of Schedule 4B of the Town and Country Planning Act 1990. To comply with the basic conditions, the Plan must:
- have regard to national policies and advice contained in guidance issued by the Secretary of State; and
 - contribute to the achievement of sustainable development; and
 - be in general conformity with the strategic policies of the development plan in the area;
 - be compatible with European Union (EU) and European Convention on Human Rights (ECHR) obligations; and
 - not breach the requirements of Chapter 8 of Part 6 of the Conservation of Habitats and Species Regulations 2017 (7).

I have examined the submitted Plan against each of these basic conditions, and my conclusions are set out in Sections 6 and 7 of this report. I have made specific comments on the fourth and fifth bullet points above in paragraphs 2.6 to 2.10 of this report.

- 2.6 In order to comply with the Basic Condition relating to European obligations the District Council carried out a screening assessment. This is a comprehensive document which provides appropriate reassurance that these important matters have been properly considered. The conclusion of the screening report was that there were no significant environmental effects as a result of the production of the Plan.
- 2.7 The required consultation was carried out with the three prescribed bodies. Responses were received from the Environment Agency, Natural England and Historic England and they are helpfully included in the screening report
- 2.8 SDC also undertook a Habitats Regulations Assessment (HRA) screening exercise on the Plan as part of the wider screening process. It follows the same comprehensive approach taken on the SEA matter. It concluded that the Plan was not likely to have any significant effect on a European site. In reaching this conclusion the report took account of the following designated areas:
- Minchinhampton SSSI (within the neighbourhood area);
 - Box Farm Meadows SSSI (within the neighbourhood area);
 - Rodborough SSSI;
 - Strawberry Banks SSSI;
 - Woodchester Park SSSI; and
 - Upper Severn Estuary SAC/SPA/RAMSAR.
- 2.9 Having reviewed the information provided to me as part of the examination I am satisfied that a proportionate process has been undertaken in accordance with the various Regulations. None of the statutory consultees have raised any concerns with regard to either neighbourhood plan or to European obligations. In the absence of any evidence to the contrary, I am entirely satisfied that the submitted Plan is compatible with this aspect of European obligations.
- 2.10 In a similar fashion I am satisfied that the submitted Plan has had regard to the fundamental rights and freedoms guaranteed under the European Convention on Human Rights (ECHR) and that it complies with the Human Rights Act. There is no evidence that has been submitted to me to suggest otherwise. There has been full and adequate opportunity for all interested parties to take part in the preparation of the Plan and to make their comments known. On this basis, I conclude that the submitted Plan does not breach, nor is in any way incompatible with the ECHR.

Other examination matters

- 2.11 In examining the Plan I am also required to check whether:
- the policies relate to the development and use of land for a designated neighbourhood plan area; and
 - the Plan meets the requirements of Section 38B of the Planning and Compulsory Purchase Act 2004 (the Plan must specify the period to which it has effect, must not include provision about development that is excluded development, and must not relate to more than one neighbourhood area); and

- the Plan has been prepared for an area that has been designated under Section 61G of the Localism Act and has been developed and submitted for examination by a qualifying body.

2.12 Having addressed the matters identified in paragraph 2.11 of this report I am satisfied that all of the points have been met subject to the contents of this report.

3 Procedural Matters

- 3.1 In undertaking this examination I have considered the following documents:
- the submitted Plan.
 - the various appendices to the Plan;
 - the Basic Conditions Statement.
 - the Consultation Statement.
 - the SDC screening report.
 - the representations made to the Plan.
 - the Parish Council's responses to my Clarification Note.
 - the Stroud Local Plan 2015
 - the National Planning Policy Framework (March 2012).
 - Planning Practice Guidance (March 2014 and subsequent updates).
 - relevant Ministerial Statements.
- 3.2 I carried out an unaccompanied visit to the Plan area on 27 February 2019. I looked at its overall character and appearance and at those areas affected by policies in the Plan in particular. My visit is covered in more detail in paragraphs 5.9 to 5.16 of this report.
- 3.3 It is a general rule that neighbourhood development plan examinations should be held by written representations only. Having considered all the information before me, including the representations made to the submitted plan, I was satisfied that the Plan could be examined without the need for a public hearing. I advised SDC of this decision early in the examination process.
- 3.4 On 24 July 2018 a revised version of the NPPF was published. Paragraph 214 of the 2018 NPPF identifies transitional arrangement to address these circumstances. It comments that plans submitted before 24 January 2019 will be examined on the basis of the 2012 version of the NPPF. I have proceeded with the examination on this basis. All references to paragraph numbers within the NPPF in this report are to those in the 2012 version.
- 3.5 The Parish Council advised me that its anticipation was that the Plan would be examined against the 2018 NPPF. To do so is not within my remit given the transitional arrangements that have been put in place. Nevertheless, the Plan has clearly been prepared in good faith. In addition, the positive and forward-looking way in which this has taken place will help to ensure its close relationship with national planning policy throughout the Plan period.

4 Consultation

Consultation Process

- 4.1 Policies in made neighbourhood plans become the basis for local planning and development management decisions. As such the regulations require neighbourhood plans to be supported and underpinned by public consultation.
- 4.2 In accordance with the Neighbourhood Planning (General) Regulations 2012 the Parish Council has prepared a Consultation Statement. The Statement provides specific details on the consultation process that took place on the pre-submission version of the Plan from January to February 2018.
- 4.3 The Plan sets out details of the consultation events that were carried out in relation to the initial stages of the Plan. Details are provided about the engagement with the statutory bodies and the public consultation events in the area. Specific events highlighted include:
- the production of a household survey and questionnaire (October 2016);
 - the production of a Housing Needs Survey (October 2016);
 - the organisation of consultation events and roadshows in each of the wards (February and March 2017); and
 - the organisation of topic-based surveys.
- 4.4 The Statement also sets out how the Plan responded to those representations. This exercise has been undertaken in a very thorough fashion.
- 4.5 The Plan has attracted a number of representations at its submission phase (see 4.7 below). In doing so it has received general support from the various statutory bodies. This process reflects the way in which the Plan was produced and how it has responded in a positive fashion to earlier comments.
- 4.6 From all the evidence provided to me as part of the examination, I conclude that the Plan has sought to develop an inclusive approach to seeking the opinions of all concerned throughout the process. I am satisfied that it meets the tests for a consultation process for a neighbourhood plan as set out in paragraphs 183 and 184 of the NPPF.

Representations Received

- 4.7 Consultation on the submitted plan was undertaken by the District Council for a six-week period that ended on 20 February 2019. This exercise generated comments from a range of statutory and local organisations. They are listed below.
- Environment Agency
 - Severn Trent
 - Archstone Developments

- Gloucestershire County Council
- Hawkins and Watton
- Natural England
- Sport England
- Stroud District Council

4.8 I have taken account of all these representations as part of the examination of the Plan. Where it is appropriate and relevant to do so I refer specifically to the representation concerned in this report.

5 The Neighbourhood Area and the Development Plan Context

The Neighbourhood Area

- 5.1 The neighbourhood area covers the parish of Minchinhampton. In 2011, it had a population of 5234 persons living in 2505 households. It was designated as a neighbourhood area on 16 June 2015.
- 5.2 The neighbourhood area is located on a spur of the Cotswold scarp. The majority of the area lies within the Cotswold Area of Outstanding Natural Beauty (AONB). The scarp is around 190 metres above sea level. Steep slopes drop down to Brimscombe, Avening, Amberley and Box. The spur is characterised by the connected ancient limestone commons of Minchinhampton and Rodborough (to the immediate west of the neighbourhood area).
- 5.3 The principal settlements in the neighbourhood area are, in their different ways, heavily influenced by their location in the wider natural landscape. Minchinhampton is the principal settlement. It displays an extensive range of vernacular buildings. The historic core of the town is a designated conservation area. It is arranged on a largely cruciform pattern with High Street and Well Hill running in a north-south direction and West End and Tetbury Street running in an east-west direction. Holy Trinity Church sits to the immediate north of the main town square and Bell Lane. More modern development is located to the west of the town centre (off Windmill Road) and to the north-east (off Butt Street). Amberley lies on the upper edge of the Nailsworth valley. It has an open character formed by a loose collection of cottages surrounded and interspersed by the surrounding Common. Box also lies on the upper edges of the Nailsworth valley. It sits at the top of the series of hairpin bends which connects Nailsworth with Minchinhampton Common. The village is characterised by its stone cottages arranged in large gardens and surrounded by distinctive stone walls.

Development Plan Context

- 5.4 The development plan context is comprehensive and has provided a clear framework for the preparation of the neighbourhood plan.
- 5.5 The Stroud District Local Plan was adopted in November 2015. It provides an up to date context against which the Plan can be assessed against the basic conditions. All the policies in the Local Plan are strategic policies for the purpose of neighbourhood planning.
- 5.6 The neighbourhood area is affected directly and indirectly by a series of Core Policies in the Local Plan. Core Policy CP3 sets out a settlement hierarchy for the District. Minchinhampton falls within the second of five tiers of settlements described as 'Local Service Centres'. The Plan comments that these settlements have the ability to support sustainable patterns of living due to their current levels of services. They have the potential to provide modest levels of new jobs and homes. Core Policy CP4 provides particularly useful guidance to the Plan. It seeks to bring forward high quality

and distinctive development. Proposals are expected to be integrated into the neighbourhood concerned, to protect and enhance a sense of place and to create safe streets, homes and workplaces. Several of the Plan's policies are designed to achieve this purpose.

5.7 The neighbourhood area falls within the Stroud Valleys cluster in the Local Plan. The Local Plan contains eight mini place-making plans which address specific parts of the District. The vision for this particular cluster is set out in Policy SA2. Paragraph 3.8 of the Local Plan sets out a range of guiding principles for development in this mini plan area. They include supporting appropriate development to sustain the role of Minchinhampton as a Local Service Centre for its surrounding communities.

5.8 The Local Plan also includes an extensive range of other policies which have a direct and indirect effect on the submitted Plan. The following policies have a particular impact:

Delivery Policy ES6 Providing for biodiversity and geodiversity

Delivery Policy ES7 Landscape Character

Delivery Policy ES10 Valuing our historic environment and assets

Unaccompanied visit to the neighbourhood area

5.9 I carried out an unaccompanied visit to the Plan area on 27 February 2019. I was fortunate in selecting a very pleasant and unseasonably warm day.

5.10 I drove into the Plan area from the A419 to the north and west. This highlighted the position of the neighbourhood area in the wider natural landscape.

5.11 I looked initially at the overall character and appearance of Minchinhampton Common. I saw its distinctive landscape and the spectacular views available, especially to east into the Frome Valley. The weather had attracted a range of other visitors. The car parks were bustling with activity. Within this context I was immediately able to understand the importance of a robust application of Policy MP Env4 throughout the Plan period.

5.12 I drove into Minchinhampton along Windmill Road. I walked along West End into the town centre. I saw the attractive range of vernacular buildings. The various stone roofs were particularly impressive. I saw the range of retail and commercial facilities available to local residents. I also saw clear signs of the town's inherent sustainability as several local residents were either walking into or out of the town in the late morning sunshine.

5.13 I spent some time looking at the principal buildings in the town centre. I saw the Holy Trinity Church. Its unusual tower finished with the corona and pinnacles looked perfectly comfortable within the wider townscape without its former spire. Its unusually large churchyard was very well-maintained. I saw the avenue of pollarded

trees and the freestanding yew trees. I then looked at the seventeenth century Market House and its prominence in the town centre.

- 5.14 I took the opportunity to look at Box. I saw that it had a very different character and appearance to that of Minchinhampton. I saw the various stone cottages and the very characteristic spaces between them. I saw that the various stone walls gave a very distinctive and domestic character to the conservation area.
- 5.15 Thereafter I drove to Amberley. I saw its own character. The way in which the village and the surrounding Common appeared to be in complete harmony was self-evident.
- 5.16 I finished my visit by driving around the wider neighbourhood area to understand its character. In particular I drove to the east of the neighbourhood area along the Cirencester Road. In contrast to the Commons landscape to the west of Minchinhampton I saw a more traditional countryside environment of well-maintained parcels of agricultural land bounded in many places by stone walls.

6 The Neighbourhood Plan as a whole

- 6.1 This section of the report deals with the submitted neighbourhood plan as a whole and the extent to which it meets the basic conditions. The submitted Basic Conditions Statement has helped considerably in the preparation of this section of the report. It is a well-presented, informative and very professional document.
- 6.2 The Plan needs to meet all the basic conditions to proceed to referendum. This section provides an overview of the extent to which the Plan meets three of the four basic conditions. Paragraphs 2.6 to 2.10 of this report have already addressed the issue of conformity with European Union legislation.

National Planning Policies and Guidance

- 6.3 For the purposes of this examination the key elements of national policy relating to planning matters are set out in the National Planning Policy Framework (NPPF) issued in March 2012. Paragraph 3.4 of this report has addressed the transitional arrangements which the government has put in place as part of the publication of the 2018 version of the NPPF.
- 6.4 The NPPF sets out a range of core land-use planning principles to underpin both plan-making and decision-taking. The following are of particular relevance to the Minchinhampton Neighbourhood Plan:
- a plan led system– in this case the relationship between the neighbourhood plan and the adopted Stroud Local Plan;
 - proactively driving and supporting sustainable economic development to deliver new homes;
 - recognising the intrinsic character and beauty of the countryside and supporting thriving local communities; and
 - always seeking to secure high quality design and good standards of amenity for all future occupants of land and buildings.
- 6.5 Neighbourhood plans sit within this wider context both generally, and within the more specific presumption in favour of sustainable development, which is identified as a golden thread running through the planning system. Paragraph 16 of the NPPF indicates that neighbourhoods should both develop plans that support the strategic needs set out in local plans and plan positively to support local development that is outside the strategic elements of the development plan.
- 6.6 In addition to the NPPF I have also taken account of other elements of national planning policy including Planning Practice Guidance and the recent ministerial statements.
- 6.7 Having considered all the evidence and representations available as part of the examination I am satisfied that the submitted Plan has had regard to national planning policies and guidance in general terms. It sets out a positive vision for the

future of the plan area. At its heart are a suite of policies that aim to safeguard its character and appearance and to promote sensitive development. It has a particularly effective supporting text on the natural environment of the neighbourhood area. The Basic Conditions Statement is particularly effective in terms of mapping the Plan policies with the appropriate paragraphs in the NPPF.

- 6.8 At a more practical level the NPPF indicates that plans should provide a clear framework within which decisions on planning applications can be made and that they should give a clear indication of how a decision-maker should react to a development proposal (paragraphs 17 and 154). This was reinforced with the publication of Planning Practice Guidance in March 2014. Its paragraph 41 (41-041-20140306) indicates that policies in neighbourhood plans should be drafted with sufficient clarity so that a decision-maker can apply them consistently and with confidence when determining planning applications. Policies should also be concise, precise and supported by appropriate evidence.
- 6.9 As submitted the Plan does not fully accord with this range of practical issues. The majority of my recommended modifications in Section 7 relate to matters of clarity and precision. They are designed to ensure that the Plan fully accords with national policy.

Contributing to sustainable development

- 6.10 There are clear overlaps between national policy and the contribution that the submitted Plan makes to achieving sustainable development. Sustainable development has three principal dimensions – economic, social and environmental. It is clear that the submitted Plan has set out to achieve sustainable development in the neighbourhood area. In the economic dimension, the Plan includes a policy for the development in Minchinhampton town centre (Policy MP Dev2) and for employment development (Policies MP Emp 1 and 2). In the social role, it includes policies on affordable housing (Policy MP Dev3) and public rights of way (Policy MP Prow1). In the environmental dimension, the Plan positively seeks to protect the built and natural environment of the neighbourhood area. This approach is captured in Policies MP Env1-4.

General conformity with the strategic policies in the development plan

- 6.11 I have already commented in detail on the development plan context in the wider Stroud District area in paragraphs 5.4 to 5.8 of this report.
- 6.12 I consider that the submitted Plan delivers a local dimension to this strategic context and supplements the detail already included in the adopted Local Plan. The Basic Conditions Statement helpfully relates the Plan's policies to policies in the Local Plan. Subject to recommended modifications I am satisfied that the submitted Plan is in general conformity with the strategic policies in the development plan.

7 The Neighbourhood Plan policies

- 7.1 This section of the report comments on the policies in the Plan. In particular, it makes a series of recommended modifications to ensure that the various policies have the necessary precision to meet the basic conditions.
- 7.2 My recommendations focus on the policies themselves given that the basic conditions relate primarily to this aspect of neighbourhood plans. In some cases, I have also recommended changes to the associated supporting text.
- 7.3 I am satisfied that the content and the form of the Plan is fit for purpose. It is distinctive and proportionate to the Plan area. This is particularly the case in respect of Policies MP Env1-4. The wider community and the Parish Council have spent time and energy in identifying the issues and objectives that they wish to be included in their Plan. This sits at the heart of the localism agenda.
- 7.4 The Plan has been designed to reflect Planning Practice Guidance (41-004-20170728) which indicates that neighbourhood plans must address the development and use of land. It carefully includes a series of community aspirations in a separate part of the Plan as advised in Planning Practice Guidance.
- 7.5 I have addressed the policies in the order that they appear in the submitted plan.
- 7.6 For clarity this section of the report comments on all policies whether or not I have recommended modifications in order to ensure that the Plan meets the basic conditions.
- 7.7 Where modifications are recommended to policies they are highlighted in bold print. Any associated or free-standing changes to the text of the Plan are set out in italic print.

The initial sections of the Plan (Sections 1 and 2)

- 7.8 These introductory elements of the Plan set the scene for the policies. They are commendable in the way that they are proportionate to the Plan area and its subsequent policies. The Plan is very well-presented. The distinction between the policies and the supporting text is very clear. It is helpfully supported by well-chosen photographs and maps. The photographs are particularly effective. They demonstrate the very close and sensitive relationship between the neighbourhood area's built and natural environments.
- 7.9 Section 1 provides information about the background to the preparation of the Plan. It gives details about the Steering Group and a brief background to the neighbourhood area.
- 7.10 Section 2 identifies the ambitions of the Plan. It helpfully provides a context to the detailed policies in the Plan. This section sets out a Vision which is underpinned by topic-based themes. Both the vision and the themes are clearly described and are distinctive to the Plan area.

7.11 Thereafter the Plan includes policies under the following theme areas:

The Natural Environment (Chapter 3);
 Development, Housing and Sustainable Growth (Chapter 4);
 Employment and Business Activity (Chapter 5);
 Traffic, Parking and Road Safety (Chapter 6); and
 Implementation (Chapter 7)

7.12 The remainder of this section of the report addresses each policy in turn in the context set out in paragraphs 7.5 to 7.7 above.

Policy MP Env1 Landscape Conservation

7.13 The policy addresses landscape conservation. This approach reflects that the majority of the neighbourhood area lies within the Cotswold AONB and the presence of Minchinhampton Common at its very heart. The policy is underpinned by helpful, robust supporting text.

7.14 The policy sets out its support for policies in the Stroud Local Plan. Policies ES7 and ES8 in that Plan are specifically referenced. However, it is not necessary for a neighbourhood plan to repeat (or in this case offer its own support) to existing local plan policies. As part of the clarification notice process the Parish Council agreed with my proposition that the policy should be modified so that it offers its own distinctive approach which would underpin national and local policies. I recommend accordingly. In doing so the policy retains its focus on general landscape issues and supporting the retention and expansion of the neighbourhood area's tree and woodland resource.

7.15 I also recommend consequential modifications to the supporting text.

Replace the policy with:

'Development proposals within the Cotswold Area of Outstanding Natural Beauty should have regard to the purpose of conserving and enhancing the natural beauty of the designated area.

Development proposals which have regard to the purposes of conserving and enhancing the natural beauty of the designated area and which enhance and/or expand the tree and woodland resource in the neighbourhood area will be supported.'

At the end of paragraph 3.5 add:

'It has a focus on the AONB given that the vast majority of the neighbourhood area falls within this important nationally designated area.'

At the end of paragraph 3.8 (after the 'Landscape Conservation Policy' heading) replace the final sentence with:

'Policies ES7 (Landscape Character) and ES8 (Trees, hedgerows and woodlands) are particularly important to this aspect of the Plan. On this basis Policy MP Env1 sets out a specific policy for the neighbourhood area.'

Policy MP Env2 Geological Conservation

- 7.16 This policy addresses geological conservation. Paragraph 3.9 outlines the immense geological and ecological diversity to be found in the neighbourhood area. It has a particular focus on the quarries in the neighbourhood area.
- 7.17 Paragraph 3.12 comments specifically about the potential for the re-excavation of the former Crane Quarry. This course of action would provide a clean geological exposure of strata not found elsewhere in the country. Whilst this project offers exciting research interests it would be 'excluded' development (primarily minerals and waste activity) which cannot be included within a neighbourhood plan. In its response to the Clarification Note the Parish Council accepted this conclusion. In doing so it asked that the issue remained in the Plan if it was possible to do so. Given the potential significance of the project I am happy that the matter remains referenced in the Plan. I recommend that this is achieved by a modification which would consolidate the existing supporting text in the submitted Plan.
- 7.18 I also recommend that the modified policy should be repositioned so that it is located at the end of the relevant supporting text (after paragraph 3.14). As submitted, it sits uncomfortably (and potentially out of context) within the supporting text.

'Development proposals in the neighbourhood area should protect and where practicable incorporate measures for the conservation of sites of geological interest.'

Development proposals that would support the interpretation and educational use of the geological resources in the neighbourhood area will be supported.'

Reposition the modified policy so that it is located after paragraph 3.14

In paragraph 3.12 insert the following after the first sentence:

'Subject to feasibility studies the Parish Council supports this emerging project. It would allow the future interpretation of the stratigraphy of the Great Oolite rocks of the Jurassic geological period.'

At the end of paragraph 3.12 add:

Whilst this project is both exciting and innovative it is not included in Policy MP Env2 as it would be 'excluded development' for the purposes of the production of a neighbourhood plan.'

Policy MP Env3 Nature Conservation

- 7.19 This policy addresses nature conservation. As with other policies in this part of the Plan it is underpinned by extensive and well-considered supporting text.

- 7.20 The policy has five components. The first offers to support SDC in preparing its emerging Local Plan with the collection of evidence and information on nature conservation. In a general way the second seek the protection and practical conservation of protected sites. The third, fourth and fifth components of the policy are more traditional neighbourhood plan nature conservation policies.
- 7.21 I recommend the deletion of the first component of the policy. Whilst co-operation between plan-making bodies is welcomed, the supportive approach proposed in the Plan is not a land use policy. I also recommend modifications to the other four components of the policy so that they take on a development plan format rather than an expression of how the Parish Council will address a series of issues. In the fourth and fifth components of the policy I recommend a modification which acknowledges that not all development proposals will be able to meet their different and specific requirements.

Delete the opening part of the policy and the first bullet point.

Replace the four remaining bullet points in a way that they sit as four separate parts of a policy as follows:

‘Development proposals in the neighbourhood area should protect and where practicable incorporate measures for the conservation of statutorily designated nature conservation sites, key wildlife sites and other priority habitats including ancient woodlands, grasslands of high biodiversity value and watercourses and their catchment areas.

Development that is consistent with other policies in this Plan and which would respect the natural environment by enhancing and reconnecting existing natural features such as trees, hedges, protected wildlife habitats, adjoining Key Wildlife Sites, wildlife corridors and watercourses will be supported.

Where necessary and appropriate, proposed development should demonstrate that the conservation status of protected species will be maintained, including that of their foraging habitat.

Where necessary and appropriate proposed development should incorporate additional features to support protected species such as bat roosting and swift nesting facilities.’

Policy MP Env4 Minchinhampton Common

- 7.22 This policy sets out a range of measures and policy approaches to sustain and enhance Minchinhampton Common. It is an important element of the submitted Plan. The Common is a Site of Special Scientific Interest and a unique and highly sensitive area. I saw the way it was being used and enjoyed when I visited the neighbourhood area. As paragraph 3.36 of the Plan comments the Common is a finely-balanced ecosystem in which the needs of the special local ecology, the free-grazing cattle and

horses, walkers, riders, traffic and other users all play their part and must be managed appropriately.

- 7.23 The policy has four separate and related elements. The first is a general development policy. The second seeks to encourage the County Council to redesign the Aston Downs roundabout. The third principally refers to traffic management measures. The fourth refers to measures to secure funding from new development to manage recreational pressures on the Common.
- 7.24 I recognise that the policy has been submitted as a package of measures which have naturally arisen as part of the publication of the Plan. Nevertheless, the second, most of the third and the fourth elements are not land use planning policies. However, given their importance to the evolution of the Plan and the importance of Minchinhampton Common in the social life of the community I recommend that they are retained as community actions in a separate part of the Plan.
- 7.25 I also recommend modifications to the retained first component of the policy so that it directly protects and safeguards the Common. In addition, as submitted the policy makes unnecessary reference to national and local policies.
- 7.26 The recommended modified policy retains the run-back grazing land issue. This takes account of the Parish Council's response (and local knowledge) to the clarification note.

Replace the policy with:

'Development proposals within Minchinhampton Common should respect its designation as a Site of Special Scientific Interest.

Development proposals should respect and protect the run-back grazing land in the neighbourhood area.

Development proposals that would safeguard and/or enhance the function of Minchinhampton Commons will be supported.'

Reposition the other elements of the policy as submitted into a section on community actions in a separate part of the Plan. In the event that they are shown in a policy type box the colour used should be different from the land use policy colouring.

Policy MP Dev1 New Development

- 7.27 This policy sits at the heart of the Plan. It sets out a series of related ambitions for high quality design which delivers the environmental and social aims of the Plan. It addresses good design, the natural environment, green spaces, listed buildings and conservation areas.
- 7.28 In general terms the policy meets the basic conditions. In particular the five criteria are very well-developed and distinctive to the neighbourhood area. However, to bring the clarity required by the NPPF I recommend modifications to address a series of related issues. The first is the language used. There is no need for the policy to

identify the Parish Council. The second is the policy's use of the word 'encouraged'. It has little direct applicability to planning policy. Finally, I recommend that the reference to broadband in the submitted bullet point is identified as a separate bullet point. The need for good broadband facilities will apply throughout the neighbourhood area.

Replace the opening section of the policy with:

'Development proposals that would deliver the social and environmental aims of the Plan will be supported. Particular support will be given to proposals which would:

In the fifth bullet point delete 'and provide...homes and businesses'.

Add a sixth bullet point to read:

'Provide good broadband facilities for homes and businesses.'

In submitted bullet points 1-5 modify the first word to take account of the modified opening section (for example 'Demonstrates' becomes 'Demonstrate').

Policy MP Dev2 Minchinhampton Town Centre

- 7.29 This policy has a focus on that part of the town centre in Bell Lane based on the Library, the School and the surgery. I looked at the area carefully when I visited the neighbourhood area. Whilst I saw it in the middle of the school day it was clear that there was considerable potential for congestion at peak times.
- 7.30 The focus of the policy is on producing a feasibility study for the potential redevelopment of the area and to secure revisions to traffic and parking arrangements. Plainly preliminary work of this nature will be required to assess the need for, and the ultimate design of any proposal which may emerge. Nevertheless, the preparation of a feasibility study is not a land use-based planning policy.
- 7.31 I raised this matter with the Parish Council as part of the clarification notice process. The Parish Council agreed with my suggestion that this matter could be addressed by a modification to the policy so that it offered support for a package of measures to address the redevelopment of the areas and its parking and access arrangement. In this context the issue of the feasibility would be repositioned into the supporting text. I recommend accordingly. In doing so I recommend the introduction of heritage and design criteria to take account of the sensitive location of this part of the town centre.

Replace the policy with:

'Proposals for the redesign and/or redevelopment of the area off the Market Square based on Bell Lane and School Road to provide new or improved library, surgery, school premises and associated parking and access improvements will be supported subject to the following criteria:

- they would preserve or enhance the character or appearance of the Minchinhampton Conservation Area;
- they would respect the integrity and the setting of listed buildings in the immediate locality; and
- their design would take account of the design, the materials and the massing of the buildings in the immediate locality.’

At the end of the supporting text preceding the policy add:

‘The Parish Council will make a financial contribution to feasibility studies if necessary. Policy MP Dev2 provides a supporting context within which the first phase of this work can proceed. The heritage and design criteria take account of the sensitive location of this part of the town centre.’

Policy MP Dev 3 Affordable Housing

- 7.32 The policy seeks to deliver affordable housing needs in the neighbourhood area. It is based on evidence provided through the Local Housing Needs Survey. It draws an appropriate relationship with the relevant Local Plan policy.
- 7.33 The policy seeks to ensure that new affordable housing is pepper-potted within any new development. In principle this approach is appropriate. Nevertheless, it may not be practicable on smaller sites. I recommend the necessary flexibility on this matter. In addition, I also recommend that ‘pepper-potting’ is replaced with more neutral wording.
- 7.34 For clarity I also recommend that the reference to ‘need identified above’ in the policy is more explicitly related to the Local Housing Needs Survey.

Delete ‘within the Parish of Minchinhampton’.

Replace ‘the need identified above’ with ‘the needs identified in the Local Housing Needs Survey (2016) or any update of that Study’.

Replace ‘above’ with ‘of this Plan’.

Replace ‘pepper-potted within’ with ‘distributed throughout’.

At the end of the policy add: ‘where its size makes this approach practicable’.

Policy MP Dev 4 Conservation area development

- 7.35 The policy relates to proposed development in the conservation areas. Its focus is that development should give consideration to enhancing and protecting the fabric of non-listed buildings.
- 7.36 I recommend three related modifications to the policy. The first removes any direct reference to Local Plan policies. There is no need for a neighbourhood plan to repeat policies in the relevant local plan. The second introduces a general policy context for new development in the various conservation areas. The third reconfigures the approach in the submitted policy on non-listed buildings. As submitted that aspect of the policy is not written as a policy.

Replace the policy with:

‘Proposals for development in the conservation areas should preserve or enhance the character or appearance of the conservation area concerned taking account of the Conservation Area studies in Appendix 3 of the Plan.

In addition, proposals which would protect and enhance the fabric of non-listed buildings in the conservation areas will be supported.’

Policy MP Emp 1 Business and Development

- 7.37 This policy offers support to a range of business proposals. It responds well to national policy on this important matter.
- 7.38 I recommend that the opening part of the policy is reconfigured in general, and so that it offers support to the specified proposals rather than the rather vague ‘encourage’ in the submitted Plan.
- 7.39 I sought clarity from the Parish Council on the third part of the policy. As submitted, it could be interpreted in different ways. I was advised that it was not intended to refer to potential changes from non-employment uses to employment uses. I recommend a modification to this part of the policy so that it more closely refers to the diversification of business uses. The recommended modification recognises that changes in business activity do not necessarily require planning permission.
- 7.40 The fourth aspect of the policy has a different approach. The initial three support a range of developments. The fourth effectively takes the opposite approach and does not offer support to certain proposals. I recommend that this aspect of the policy is separated from the earlier part.

Replace the opening part of the policy with:

‘Proposals for the following business and employment uses will be supported:’

Replace the third bullet point with:

‘The diversification of business uses and the establishment of new businesses insofar as planning permission is required.’

Delete the fourth bullet point.

Add a separate paragraph to the policy to read:

‘Proposals that would result in the change of use of shops, cafes, restaurants, public houses and other business uses will not be supported.’

Policy Emp 2 Working from Home

- 7.41 This policy provides an appropriate context for the determination of proposals for working from home. It follows on from the information included in the supporting text (paragraph 5.14). It strikes an appropriate balance between the promotion of

economic growth on the one hand and safeguarding residential amenities on the other hand.

- 7.42 I recommend a modification that acknowledges that many such proposals will not need planning permission as a material change of use will not necessarily take place in the property concerned. I also recommend associated changes to the supporting text.

Replace ‘Planning applications’ with ‘Insofar as planning permission is required development proposals’

At the end of paragraph 5.14 add:

‘Policy MP Emp2 addresses this important potential for new economic growth. It recognises that some proposals will not need planning permission as a material change of use will not necessarily take place in the property concerned.’

Policy MP Traffic 1

- 7.43 The policy builds on the supporting text in general, and the work undertaken by Helix Transport Consultants on traffic, transport and parking issues. This is one of a series of policies which stems directly from this comprehensive evidence base.
- 7.44 Policy MP Traffic 1 indicates that any proposal for development with any impact on the local road networks should be accompanied by a Transport Statement. Other parts of the policy identify what matters and detail should be included in any such statement.
- 7.45 I recommend two modifications to the policy. The first relates it more closely to the development management process. As submitted the policy sets out procedural requirements rather than identifying the outcome of development proposals. The second seeks to make a stronger functional relationship between the policy and the scale of development proposed. As submitted the policy refers to planning applications with ‘any impact’ on local road networks. In this context the need for a Transport Statement for a major development with associated vehicular movements would appropriately require a Transport Statement. At the same time the policy does not have either the clarity to address the vast majority of minor developments which will be proposed in the Plan period. In most cases it would be unreasonable for minor development to be required to prepare a Transport Statement.
- 7.46 In the context of the substantive recommended modification I also recommend that the second and third elements of the policy should be repositioned into the supporting text.

Replace the policy with:

‘Proposals for development should identify how they would be safely and satisfactorily incorporated within the local road networks in the neighbourhood area.’

Proposals for development that would add significant levels of traffic to the local road network should be accompanied by a Transport Statement.'

Delete the second and third paragraphs.

At the end of paragraph 6.43 add:

'They address the various matters raised in paragraphs 6.1-6.42.

Policy MP Traffic 1 identifies that new development should demonstrate how its generated traffic can be accommodated within the local road network. Where a Transport Statement is required it should identify the travel, transport and road safety issues associated with the development concerned. Where appropriate it should also address the particular challenges in the neighbourhood area and how the proposed development has the potential to enhance and improve the network.

Policy MP Traffic 2

- 7.47 This policy comments about the potential for development proposals to contribute to the improvement of traffic movement and circulation. It draws particular attention to improvements in the centre of the various communities and around the schools.
- 7.48 I recommend three modifications to the policy. The first would remove the unnecessary reference to traffic on and around the Commons. The second would apply the policy where it is appropriate to do so. As submitted, it would capture all development proposals and therefore fails to recognise that the majority of development proposals in the Plan period will be of a minor and/or domestic nature. Thirdly the recommended modification acknowledges that not all development proposals would be in the centre of the various communities and/or be affected by the location of schools and their inevitable peak traffic times

Replace the policy with:

'Where appropriate development proposals will be supported which contribute to the improvement of traffic movement and circulation, especially around the centres of the various communities and around the schools.'

Policy MP Transport 2

- 7.49 This policy comments on the need for development proposals to provide safe and convenient walking and cycling routes to local services. It adopts a similar approach to that taken in Policy Traffic 2 to the extent that it does not take account of the scale and size of the development concerned and either the reasonableness or its ability to provide safe and convenient walking and cycling routes.
- 7.50 I recommend that the policy is rewritten so that it takes account of the ability or otherwise of the development concerned to connect to walking and cycling routes in the immediate locality.

Replace the policy with:

Minchinhampton Neighbourhood Plan – Examiner's Report

‘Development proposals should provide access to safe and convenient walking and cycling routes to local services and facilities where it is practicable to do so.’

Policy MP Transport 3

- 7.51 This policy indicates that development proposals should provide facilities for cycle storage in general, and also for disabled buggy storage in the case of new housing.
- 7.52 I recommend a modification to ensure that the policy applies where it is appropriate to do so. As submitted, it would capture all development proposals and as such it fails to recognise that the majority of development proposals in the Plan period will be of a minor and/or domestic nature

Replace ‘Development proposals’ with ‘As appropriate to the development concerned, proposals’

Policy MP Parking 1

- 7.53 This policy has a similar approach and format to that of Policy MP Traffic 2. Its focus is on the requirement for improved parking facilities.
- 7.54 I recommend similar modifications to those recommended for Policy MP Traffic 2. Their effect would be to apply the policy where it is appropriate to do so. As submitted, it would capture all development proposals and as such it fails to recognise that the majority of development proposals in the Plan period will be of a minor and/or domestic nature. In addition, the recommended modification acknowledges that not all development proposals would be in the centre of the various communities and/or be affected by the location of schools and their inevitable peak traffic times
- 7.55 The latter part of the policy relates to cycle racks and the provision of electric car charging points. I recommend that it is separated from the bulk of the policy. As SDC comments it addresses a related but different approach to parking arrangements.

Replace the policy with:

‘Where appropriate development proposals will be supported which contribute to the improvement of parking facilities, especially around the centres of the various communities and around the schools.

Proposals for the provision of cycle racks and electric car charging points will be supported.’

Policy MP Parking 2

- 7.56 This policy sets out the Plan’s approach to car parking. In doing so it requires a developer to provide assurance that appropriate levels of off-street car parking are

provided. However, in doing so it fails to provide any guidance on parking standards required and/or the standards in the adopted Local Plan.

- 7.57 I recommend modifications to bring the clarity required by the NPPF. The first ensures a requirement to conform to development plan standards. The second provides a basis against which SDC could determine proposals for development which would not meet such standards.
- 7.58 I recommend a consequential modification to the supporting text in paragraph 6.43.

Replace the policy with:

Development proposals should provide off-street car parking to development plan standards.

In the event that an otherwise acceptable proposal cannot meet development plan standards evidence should be provided with the relevant planning application to demonstrate that the under-provision of off-street car parking would not have an unacceptable impact on the operation of the local road network.

At the end of modified paragraph 6.43 add:

'Policy MP Parking 2 provides a policy context to the provision of car parking for new development. The current development plan standards are set out in Stroud Local Plan. Clearly the standards may change within the Plan period. The second part of the policy comments on circumstances where an otherwise acceptable (and/or socially desirable) development may not be able to provide parking to development plan standards. Clearly Stroud District Council will make decisions on a case-by-case basis. Nevertheless, this part of the policy has the ability to be applied in circumstances where the historic built environment may support such an outcome.'

Policy MP Prow 1

- 7.59 This policy refers to public rights of way. As the supporting text correctly describes, they link outlying hamlets to the town and provide a sense of place and tranquillity.
- 7.60 The policy is well-considered and constructed. It meets the basic conditions.

Other Matters

- 7.61 This report has recommended a series of modifications both to the policies and to the supporting text in the submitted Plan. Where consequential changes to the text are required directly as a result of my recommended modification to the policy concerned, I have highlighted them in this report. However other changes to the general text may be required elsewhere in the Plan as a result of the recommended modifications to the policies. It will be appropriate for SDC and the Parish Council to have the flexibility to make any necessary consequential changes to the general text. I recommend accordingly.

Modification of general text

- 7.62 Stroud District Council has separately suggested a series of amendments to the Plan. I have found its comments very helpful. I recommend modifications in the following matters. They are those required to ensure that the Plan meets the basic conditions. In other cases, the comments are matters of preference rather than basic condition issues.

Paragraph 1.2 - *Delete the first sentence.*

At the end of the paragraph add: 'The NDP will complement and provide a local dimension to the policies in the Stroud Local Plan and provide a new layer of relevance to the development plan.'

Paragraph 1.4 - *Replace the first sentence with: 'Planning applications should be determined in accordance with the development plan unless material considerations indicate otherwise.'*

Paragraph 4.3 - *Modify the first sentence to read: Measures that support sustainability including those which would reduce out-commuting....'*

Paragraph 4.4 - *Delete the final sentence*

Paragraph 4.7 – *Delete 'Enterprise Inns'.*

Paragraph 4.8 – *In the first sentence replace 'Asset of Community Interest' with 'Asset of Community Value.' Delete the third and fourth sentences*

Paragraph 4.10 – *Delete 'moving into the area' in the first sentence.*

Paragraph 4.11 – *Delete the remainder of the second sentence after 'its own places'.*

Paragraph 4.35 – *Delete the final sentence.*

Paragraph 4.36 – *Delete the first sentence. In the second sentence replace 'Overcoming this...NDP process' with 'The production of this NDP provides a clear and transparent way in which new development can secure funding for infrastructure and community projects within the local guidelines for CIL and/or Section 106 mechanisms'*

Paragraph 4.63 – *Replace with: 'New development has the potential to bring economic and social benefits to the neighbourhood area. At the same time, it can bring traffic and environmental issues. On this basis development will be expected to make contributions to community facilities and other projects where this is required by local guidelines.'*

Paragraph 4.64 – *Replace with ‘These issues are already addressed in the Stroud Local Plan in general, and in the Stroud Valleys cluster in particular. The vision for this particular cluster is set out in Policy SA2 of the Local Plan.’*

Paragraph 4.65 – *Replace with: ‘New housing and commercial development is likely to generate the most significant demands on the community and highway networks in the neighbourhood area. At the same time, it has the greatest potential to offer solutions to existing issues in the neighbourhood area.’*

Paragraph 4.66 – *Replace the second sentence with: ‘Within the Plan period there is the opportunity for public bodies to consider investment in the neighbourhood area. This issue is addressed in the Implementation section of this Plan.’*

Paragraph 4.79 – *At the end add: ‘The Survey was undertaken to establish the need for affordable housing in the neighbourhood area. It does not comment on the wider housing needs.’*

8 Summary and Conclusions

Summary

- 8.1 The Plan sets out a range of policies to guide and direct development proposals in the period up to 2036. It is distinctive in addressing a specific set of issues that have been identified and refined by the wider community.
- 8.2 Following my independent examination of the Plan I have concluded that the Minchinhampton Neighbourhood Development Plan meets the basic conditions for the preparation of a neighbourhood plan subject to a series of recommended modifications.
- 8.3 This report has recommended some modifications to the policies in the Plan. Nevertheless, it remains fundamentally unchanged in its role and purpose.

Conclusion

- 8.4 On the basis of the findings in this report I recommend to Stroud District Council that subject to the incorporation of the modifications set out in this report that the Minchinhampton Neighbourhood Development Plan should proceed to referendum.

Referendum Area

- 8.5 I am required to consider whether the referendum area should be extended beyond the Plan area. In my view, the neighbourhood area is entirely appropriate for this purpose and no evidence has been submitted to suggest that this is not the case. I therefore recommend that the Plan should proceed to referendum based on the neighbourhood area as approved by the District Council on 16 June 2015.
- 8.6 I am grateful to everyone who has helped in any way to ensure that this examination has run in a smooth and efficient manner.

**Andrew Ashcroft
Independent Examiner
8 March 2019**

STROUD DISTRICT COUNCIL
ENVIRONMENT COMMITTEE

**AGENDA
ITEM NO**

28 MARCH 2019

13

Report Title	Environmental Policy
Purpose of Report	To recommend that the Committee adopts the revised Environmental Policy
Decision(s)	The Committee RESOLVES to: Adopt the Environmental Policy as set out in Appendix 1.
Financial Implications and Risk Assessment	There are no financial implications arising directly from this report. Adele Rudkin, Accountant Tel: 01453 754109 Email: adele.rudkin@stroud.gov.uk Risk Assessment Environmental standards could slip as there would be no systematic approach of holding services to account.
Legal Implications	If adopted this will form one of the many policies the Council must have regard to when conducting its business. Legal implications will be considered when any particular projects are brought forward as a result of this Policy and require a decision of the committee. Officers will need to have regard to the Policy (where relevant) in their day to day work under the Scheme of Officer Delegations. For example you would expect environmental considerations to form part of the evaluation criteria when conducting a procurement exercise following adoption of this Policy (if they do not already). Craig Hallett, Solicitor & Acting Monitoring Officer Tel: 01453 754364 Email: craig.hallett@stroud.gov.uk
Report Author	Petula Davis Principal Projects Officer Tel: 01453 754289 Email: Petula.Davis@stroud.gov.uk
Options	
Performance Management Follow Up	The Policy, if adopted, will be reviewed every 2 years
Background Papers/ Appendices	Environmental Policy 2017 Appendix 1 – Environmental Policy 2019

1. INTRODUCTION / BACKGROUND

We adopted our first Environmental Policy in 1996 and this was formally reviewed in 2010 to reflect changes in Council policy and again in 2013 and 2017.

The Environmental Policy is a statement of the environmental commitments of the Council. It is not about setting specific targets or identifying capital projects for future achievements. It is about agreeing a strategic context that supports the work that Stroud District Council has decided to undertake. It is also important that the Policy reflects both our compliance obligations and our environmental improvement aspirations.

The Policy is a framework or Golden Thread from which more detailed and specific policy documents and business plans can be made. It also sets out the expectations for suppliers and contractors.

We have an environmental management system (EMS) which until March 2018 which was accredited to EMAS and we are currently looking to achieve the ISO 14001:2015, a widely recognised international environmental management standard.

2. CONCLUSION / RECOMMENDATION

The current version of the Policy is available on the [website](#). The revised draft Policy set out in Appendix 1 has been amended to reflect the Council's long term aspirations and areas of influence.

Environment Committee is asked to adopt the revised Environmental Policy, which takes into account some of the changes that have occurred in this area over the last few years. This includes embracing the challenges of making the District Carbon Neutral by 2030 and ending our use of single use plastics.

This revised Policy will also demonstrate the Council's on-going commitment to reduce its environmental impact by continually improving its environmental performance as an integral and fundamental part of its own business operations and service delivery and in partnership with others.

Appendix 1

Environmental Policy 2019

The purpose of this Policy is to establish Stroud District Council's environmental commitment. It covers all of our activities and estate. Stroud District Council is a large employer and a significant resource user and we therefore recognise that our operations and service delivery have a significant impact on the environment.

In addition to fulfilling our statutory environmental responsibilities and complying with all legal and other requirements, including non-mandatory commitments such as Carbon Neutral District by 2030 (CN2030), we will use our powers and influence to further protect and improve the environment, while encouraging and supporting others to do the same.

We will:

- Reduce the consumption of energy and water across all of our activities
- Minimise our impacts of travel by developing more sustainable travel solutions.
- Continue to improve our performance to prevent all types of pollution and reduce CO₂ and other harmful emissions from our activities.
- Work with and where possible require our suppliers and contractors to reduce the impact of the goods and services by considering whole life costs and ending our use of single use plastics.
- Support a district wide programme to make Stroud District Carbon Neutral by 2030.
- Plan and adapt the District to build resilience to adverse weather and climate change risks.
- Minimise the production of waste from our own activities and adhere to the principles of the waste hierarchy.
- Protect, conserve and enhance our District's high quality built environment and distinctive heritage by encouraging environmentally sensitive development through good planning policies and approaches to listed buildings and the effective application of building regulations.
- Protect, conserve and enhance our District's high quality natural environment and its biodiversity whilst improving our parks and open spaces, public rights of ways and green corridors.
- Ensure environmental risks and opportunities are managed positively.

In order to achieve this, we will operate an environmental management system that will be integrated into the corporate management framework to:

- Apply to all activities undertaken by us, including contracted out services as new contracts are negotiated.
- Set objectives and implement action programmes in order to minimise the negative environmental effects and increase the positive effects of our activities.