

Notes from the meeting of the
Staverton Neighbourhood Development Plan Working Group

held on Tuesday 25th October 2016 at 19:00pm

at 16 Home Close Staverton

Present:

Apologies:

John Golding **(JFG)**

Jo Gilford **(JMG)**

Jay Holliday **(JH)**

Ian Weaver **(IW)**

John Vale **(JV)**

Tony Glover **(TG)**

Karen Edwards **(KE)**

Mags Howe **(MH)**

Declaration of Interests

All Declarations of Interest forms have now been returned. JG declared that she was a District Councillor as the group had a DDC officer attending to give guidance to the group, pointing out she was in attendance as a SNDP group member not a DDC Councillor.

Welcome & Introduction

JG welcomed Mags Howe Senior Planning Officer from Daventry District Council to the meeting.

SNDP DEVELOPMENT PLAN

JG gave an overview of the work undertaken to date by the group:

December 2014: Staverton Parish Council decided to set up working group to take the SNDP forward

January/February 2015: Volunteers from the village are sought

March 2015: Letter sent to Daventry District Council (DDC) requesting designation of neighbourhood area.

April 2015: First working Group meeting takes place whilst awaiting DDC consultation for designation of the neighbourhood area is undertaken.

May 2015: DDC confirmed the Neighbourhood Area and the resident consultation process commenced at the Annual Parish Meeting.

June 2015: Notification is received that the application for Staverton Neighbourhood Area Plan has been approved.

July/August 2015: Initiatives to apply for funding and produce a parish questionnaire commenced

September/October 2015: A draft 8-page questionnaire is compiled and funding secured.

November 2015: The initiative to hold a second consultation event at the village hall is commenced with the remit to explain the questionnaire to the parishioners.

December 2015: Work on village confines map commenced, the Parish boundary map approved.

January/February 2016: Work on the village Confines Map continues along with work on the questionnaire/proposed consultation event.

February 2016: Leaflet drop takes place to advertise the Consultation Event. It is agreed that for any developer enquiries a letter be sent advising that the SNDP is not yet at a stage where their involvement is needed.

March 2016: The second consultation event is held and the questionnaire is distributed to all properties listed on the electoral role plus businesses in the parish. The questionnaire is used to undertake a call for sites from residents.

April 2016: The questionnaires are collected in with a 67% response rate achieved.

May 2016: The consultation results are analysed and work commences on confirming the Vision and producing Goals & Objectives. In addition, it is agreed to include the existing Village Design Statement (with amendments) in the SNDP. A further grant application is awarded to the group for £1550.

June 2016: Alan Chandler, Portfolio Holder from DDC, attends a meeting to help guide the group. Work is ongoing regarding the production of Goal, Objectives and Policies.

July/Aug/Sept 2016: Work commences on the proposal to hold a third consultation event specifically to identify potential development sites. A presentation is produced and agreed to present to the residents. The structure/framework of headings in the SNDP is agreed.

The Vision, three Core Objectives and 16 goals generated from the questionnaire along with potential development sites are agreed:

STAVERTON NEIGHBOURHOOD DEVELOPMENT PLAN VISION:

A sustainable cohesive community that retains its character, rural surroundings and green spaces, whilst embracing the positive benefits appropriate development can bring'

CORE OBJECTIVE (1) - SUSTAINABLE COMMUNITY

Goal (1) - To provide housing that meets the need of the local community

Goal (2) - To protect community cohesion within the village

Goal (3) - To encourage preferential access to new homes for people with a strong local connection

Goal (4) - To retain existing valued amenities

Goal (5) - To ensure there is community benefit for the provision of adequate mobile and broadband facilities

CORE OBJECTIVE (2) - PROTECTION OF THE ENVIRONMENT

Goal (6) - To retain the rural character and cohesive nature of the village

Goal (7) - To have a friendly and safe environment

Goal (8) - To retain open spaces in the village

Goal (9) - To preserve the special landscape area

Goal (10) - To protect local wildlife and habitats

Goal (11) - To encourage appropriate and good housing design

CORE OBJECTIVE (3) - MANAGEMENT OF CHANGE FOR THE POSITIVE BENEFIT

Goal (12) - To have development plots with no more than ten on a plot

Goal (13) - To restrict any build to within the confines of the village

Goal (14) - To ensure that the appropriate infrastructure is in place to support the existing and future needs of the village

Goal (15) - To minimise the impact of any new development on the environment

Goal (16) - To ensure that there is community benefit for the improvement of children playing areas, parking and local shop

Ongoing work

To support these core objectives and goals the group are in the process of writing policies and drafting a first report. The policies to be produced have been agreed as:

SUSTAINABLE COMMUNITY POLICIES

Protection and Enhancement of Local Community Assets and recreational facilities policy

Housing policy (inclusive of affordable housing and local connection) policy

Access policy (inclusive of footways, cycle ways, bridle ways & connectivity) policy

PROTECTION OF THE ENVIRONMENT POLICIES

Planning Policy (Which is already adopted by DDC)

Open/Green Spaces policy

Wildlife and habitats policy

Protecting and enhancing the landscape and local countryside character policy

MANAGEMENT OF CHANGE POLICIES

Development Policy

Infrastructure Policy (inclusive of communications, sewage)

Traffic & Transport policy

CIL Policy

Design Statement

It was noted that any policies produced will need to adhere to any DDC policies or planning Framework policies.

JG highlighted the area the group now needed guidance on is in connection of site identification.

An output from the questionnaire was that 22 sites were identified.

Using the analysis of the questionnaire of what the residents considered to be a priority this figure was reduced to 6 sites by removing any sites that:

- (a) did not integrate within the village and would be a separate entity
- (b) had a village amenity on them
- (c) were annexed from the village
- (d) was considered there would be a safety/highways issue
- (e) had an existing bungalow that might be demolished
- (f) had been previously objected to by the Parish Council as unsuitable residential

development

(g) had only 1 household express the site as a 3rd preference

An overwhelming theme from the outputs of the questionnaire was that smaller sites were preferred in order to retain the character of the village. As three of the six sites were smaller sites, these were identified as a possible three sites for development:

(1) Land at the Croft

(2) Old Vicarage Garden

(3) Land behind the Beeches

The group had been looking to identify sites that will accommodate around 10% growth of the village by 2029 ie. around 20/22/25 houses. Therefore, it was considered only one larger site needed to be identified that would accommodate approximately ten houses. The group consulted the residents to undertake a vote of the three remaining larger sites and have now identified the land between the school and the golf course on Daventry Road as a potential development site.

There is a potential developer who has already applied once to build on the site albeit they withdrew their application. The application was for 45 houses originally but indication was this would be reduced to 25.

A quality check against responses received showed that more than 50% of responses had identified the final four sites for development and 62% had these sites as their first option.

Should the sites that have been identified not allow for a figure of growth yet to be confirmed by

the group then it had been agreed the reserve site would be the field behind Silver Birch opposite

the allotments in Daventry Road.

JFG is in the process of completing a DDC toolkit for each site.

There was confusion amongst the group as to what the next step (s) should be and therefore DDC had been invited to attend the meeting to give the group guidance.

DDC had indicated via email the next steps would be to approach the landowners to determine the viability of the potential sites identified. JG also advised the DDC officer that the

group had started to produce the SNDP 'First Report' which would hopefully be in a format soon

to share with DDC, in order to ascertain its robustness.

GUIDANCE ON WORK COMPLETED TODATE

MH senior planning officer from DDC complimented the group on the work they had undertaken so far and advised:

UPDATE ON SETTLEMENTS AND COUNTRYSIDE LOCAL PLAN CONSULTATION

Daventry District Council has started work on preparing two new Local Plans that will play an

important role in shaping the future development of Daventry District. These Local Plans will eventually supplement the policies and proposals in the West Northamptonshire Joint Core Strategy (WNJCS) and will also cover the period up to 2029.

The plans will be known as the **Settlements and Countryside Local Plan (Part 2a)** and the **Gypsies, Travellers and Travelling Showpeople Local Plan (Part 2b)**.

DDC were intending to go out to consultation in January 2017 and advised that the group would be able to feed into the process using the First Draft report, provided it was received before then.

SITES & NO'S OF HOUSES

MH confirmed a neighbourhood plan should support the strategic development needs set out in the [Local Plan](#) and plan positively to support local development (as outlined in [paragraph 16 of the National Planning Policy Framework](#)). The plan must also address the development and use of land. This is because if successful at examination and referendum the neighbourhood plan will become part of the statutory development plan once it has been made.

The National Planning Policy Framework requires that the sites and the scale of development identified in a plan should not be subject to such a scale of obligations and policy burdens that their ability to be [developed viably](#) is threatened.

MH confirmed that a plan does not have to specify specific sites or number of houses but if the Parish wished to maintain control of where any development is undertaken then a plan can specify sites and policies be written to underpin what development would be allowed on any said sites.

Provided any sites identified as suitable for development had no policy constraints on them or that any environmental impacts they had had been addressed then the plan would be approved. MH had noted two sites were in the curtilage of listed buildings and reminded all that you can still develop in the curtilage of a site but these conditions had to be met.

MH advised there was no set calculation to be used in identifying the number of houses to be detailed in a plan and that the criteria for passing a plan with a figure identified in it would be that the figure could be substantiated for example:

- The figure related to any housing needs survey
- The figure was produced as part of a resident consultation
- The figure related to organic growth

VILLAGE CONFINES MAP

MH advised that as part of the SNDP process it is up to the group as to whether they put in map format the confines area and again a lot of groups are doing this, simply because if they do not the next stage of the countryside development consultation is that DDC are producing maps for areas that do not have any as opposed to relying on a paragraph of script.

CONSERVATION AREA

MH also advised that all Conservation areas within the District are being reviewed but unfortunately DDC are behind with this work. The group could if they wished review the Conservation area and consult with DDC with a view to DDC revising the Conservation area but if the reason for undertaking this work as part of the SNDP process was in order to influence the identifying of potential development sites then there may be a better way of achieving the same outcome. MH had noted there was an important open space listed which added to the setting of the village itself, but so long as the impact of any build was addressed there would not be an issue with developing in a Conservation Area.

JFG highlighted that being designated a Conservation area does not prevent build and that 41 properties had been built in the village since 1980.

IDENTIFICATION OF SITES IN A NEIGHBOURHOOD PLAN AND MEETING WITH LANDOWNERS/DEVELOPERS

MH suggested that the next step would be to speak with the landowner (s) in light that one of the criteria of a plan is that it has to be deliverable and if the landowner/developer is not engaged to confirm any sites identified are deliverable as part of the plan, the plan would not

be accepted. MH offered to 'hand hold' the group through the process of meeting with any landowners/developers.

JG thanked MH for attending the meeting.

The group then had a full discussion and the following position statements were agreed:

VILLAGE CONFINES MAP

KE proposed and JFG seconded that the confines map as drawn and presented to the village at the last consultation event is adopted as the village confines map and submitted to DDC. All agreed with one abstention TG, motion carried.

CONSERVATION AREA REVIEW

It was agreed that the group make proposals regarding the Conservation Area in Staverton as part of the SNDP process. As to what any proposals may be would be determined once final sites had been identified and further discussion held.

SITES & NUMBER OF HOUSES

JFG proposed and TF seconded that specific sites along with a number be included within the plan. All agreed motion carried.

JV & KE volunteered to undertake further analysis from the questionnaire in order to identify a figure to include in the plan.

MEETING WITH LANDOWNERS/DEVELOPER

JFG proposed and TF seconded that a letter is composed by MH to send to the landowners of the four identified sites to see if the land is available for development and subject to the answer a developers meeting be facilitated to enable without prejudice discussion (s). All in favour motion carried.

NEXT STEPS

- JMG to determine who the letter to the landowners/developers is sent from, obtain wording from MH and send letters.
- Landowners/Developers meetings to be facilitated
- First Draft plan to be completed by December in order that it can be submitted to DDC as part of their consultation process regarding the Settlements and Countryside Local Plan. All acknowledged the draft would not be complete or ready to publish to residents but that it would give DDC a steer as to what the Parish wanted.
- TG to submit village confines map to DDC.
- JV to produce a project plan/timescale that met with DDC milestones for their consultation process (s)

- JV & KE to further interrogate the questionnaire in order to determine if there is a substantial requirement for 1-2 bed houses

The date of next meeting was agreed as the 3rd November.