

EAST AREA COMMITTEE
8 DECEMBER 2009

Subject: Long Itchington Parish Plan

Lead Officer: Colin Staves
Contact on 01789 260333

**Lead Member/
Portfolio Holder: Councillor G Atkinson**

Summary

This report sets out the assessment of the Long Itchington Parish Plan 2009.

Recommendation

- (1) That the Parish Plan is adopted as a local information source to offer advice to the relevant services of Stratford-on-Avon District Council.**
 - (2) That Stratford-on-Avon District Council seek to respond to the Parish Plan Action Plan in the ways suggested in Appendix C of this report.**
 - (3) That the Parish Plan is adopted by Stratford District Council as a material consideration in processing planning applications, in accordance with Policy COM.1 of the Local Plan Review.**
 - (4) That the Parish Council and the residents of Long Itchington Parish be commended for preparing their Parish Plan and that they are encouraged to implement and review their Action Plan.**
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1 Background/Information

- 1.1 Parish Plans are community-led projects identifying and surveying the assets, needs, opportunities, problems and solutions of a community. Through 'capacity' and 'consensus building', Parish Plans provide communities with a framework to take stock of the present and to plan for the future.
 - 1.2 The momentum for Parish Plans is continually increasing, with many of the communities in the district having completed or in the process of undertaking detailed Parish Plans or Appraisals with associated recommendations and Action Plans. Further background information on the process is included in Appendix B.
 - 1.3 **Background to the submitted Long Itchington Parish Plan**
 - 1.3.1 The Long Itchington Parish Plan draws on and develops a range of documents and research which the Parish Council have undertaken over the last ten years. These include:
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- The 1999 Village Design Statement adopted in 2000 as supplementary planning guidance.
 - The 2001 Village Opinion adopted as a parish appraisal by the District Council in 2002.
 - The 2004 Village Opinion – a further appraisal seeking views on 3 specific matters.
 - A Housing Needs Survey undertaken by Warwickshire Rural Community Council in May 2007.
- 1.3.2 The findings of the above documents have been supplemented by feedback of a range of village matters provided by the local community at the Annual Parish meetings. The draft Parish Plan was specifically consulted on at the most recent Annual Parish Meeting held on 25 April 2009. The results of the Annual Parish Meetings are summarised in Appendix A of the Parish Plan.
- 1.3.3 Long Itchington Parish Council intends to adopt the Parish Plan following its anticipated adoption by the District Council and will oversee its implementation. Substantial progress has already been made on a number of the actions as follows:
- A.1 Actions 1 & 2. The PC Housing Working Party has agreed in principle an affordable housing scheme with WRCC and the landowner. It is hoped to hold a Public Meeting on this scheme in early-2010.
 - C.3 Action 2 is complete.
 - D.5 Action 1. A parish tree planting scheme takes place during National Tree Week this month.
 - E.2. The Parish Calendar 2010 is ready for distribution the proceeds of which go to improve facilities for older people.
 - F.2 Action 2. By means of a grant a camera survey was organised by the PC in the main flood area of Church Road which confirmed the main surface water drain was blocked and ineffective. At a site meeting on 9th Sept'09, WCC agreed that the cost of remedial action would be submitted to the next budget grant committee meeting (Jan'2010?).
 - F.2 Action 3. The Flood Alleviation Scheme by the Environment Agency is now well under way.

1.4 **Long Itchington Parish Plan findings**

- 1.4.1 The findings of the Parish Plan, which have informed the Action Plan, cover:
- Village Design Statement
 - Housing Needs
 - Leisure and Recreation
 - The Pond and Open Spaces
 - Road Lighting and Parking
 - Road Safety and Maintenance

- Cleanliness and Tidiness
- The Wider Environment
- Population Groups
- Crime and Neighbourhood Watch
- Local Facilities and Services
- Emergency Procedures
- Efficient Communication
- An Effective Parish Council.

The Parish Plan has been prepared employing a range of community participation techniques including questionnaire surveys, public forums and a transparent process of reporting back to the community on progress. The process has generated a range of statistical and qualitative data that has informed the Action Plan and is a useful information source. The District Council's Consultation Officer considers that the consultation findings have been well used in the plan and that the actions are clear.

1.4.2 **Suggested response: Endorse** – that the findings of the Long Itchington Parish Plan be endorsed as a true representation of the range of information sources used in the preparation of the Parish Plan.

1.5 Long Itchington Action Plan

1.5.1 Analysis and responses to the Action Plan are provided in Appendix C, and the following analysis and comments should be read in conjunction with the Long Itchington Parish Plan Action Plan.

1.5.2 The policy position of the Local Plan Review is supportive of the continued application of the principles set out in the Village Design Statement and together with many of the actions set out in the Action Plan. The District Council and County Council can offer advice and support in undertaking some actions, and offer help in locating funding. Certain projects may be eligible for the County Council's Community Development Fund, which is administered by the Stratford Area Team. Details have been provided to the Parish Council.

1.5.3 Warwickshire Rural Community Council endorses the section on Housing Needs and the supporting actions in Appendix B.

2 Options available to the Committee

2.1 A) Adopt the Parish Plan fully: This is a good, well-prepared Parish Plan that would be a valuable local information source and material planning consideration.

2.2 B) Adopt parts of the Parish Plan: If there are any concerns with certain aspects of the Parish Plan, this option would allow the District Council to use selected aspects of the Plan in its decision making and as a local information source. No reasons have so far been identified to make this option necessary.

2.3 C) Not adopt the Parish Plan: The District Council would miss the opportunity to adopt a useful source of local information.

3 Members' comments

- 3.1 Councillor Stevens – fully endorses the Plan and commends it to the Committee for approval.
- 3.2 Councillor Atkinson – this reads as a good plan, it is helpful to have comments about housing needs and the breadth of other suggestions.

4 Implications of the proposal

4.1 *Legal/Human Rights Implications*

- 4.1.1 If adopted, the Parish Plan will become a material consideration to be taken into account by the District Council when determining planning applications. The Plan does not conflict with the District Council's policies.

4.2 *Financial*

- 4.2.1 Projects developed through this Parish Plan may need funding to take them forward and the recommendations contained in this report should be contained within existing budgets. The County Council fund a community grants scheme aimed at funding these types of projects, and the District Council's Community Leadership team may be able to help search for appropriate funding sources. It is hoped that the Parish Council and local residents will consider and pursue funding in order to develop their identified action points.

4.3 *Environmental*

- 4.3.1 Many of the actions within this Parish Plan aim to increase the sustainability of life within the village and reduce the need to travel to access activities and services.

4.4 *Corporate Strategy*

- 4.4.1 The Parish Plan is a useful source of information about local community perception of their locality. The Community Plan and District Council Corporate Strategy support the range of topic areas and policies in the Action Plan. The Parish Plan also complements and helps move forward the District Council's Agenda 21.

4.5 *Equality Impact Assessment*

- 4.5.1 Everyone within the community has had the opportunity to comment on the Plan.

5 Risk assessment

- 5.1 The actions recommended within this report are to commend those involved in the preparation of the Parish Plan, adopt the Parish Plan as a local information source and adopt it as a material consideration. There are no identified major risks associated with these actions.
- 5.2 Choosing to not adopt the Parish Plan would risk losing the chance to adopt a valuable source of local information and a useful material consideration to aid planning decision-making.

6 Conclusion

- 6.1 The Parish Council and residents of Long Itchington should be commended and congratulated on completing their Parish Plan, and are

encouraged by Stratford District Council to implement and periodically review the Action Plan.

- 6.2 The Long Itchington Parish Plan is a good example of how a community can prepare a Plan that is both a good source of local information and provides a sound basis through the Action Plan to address the needs and aspirations of the community.

Pat Reid

HEAD OF PLANNING SERVICES

Background papers:

Long Itchington Parish Plan 2009 – Final Draft for discussion and approval

Sustainable Community Strategy – Improving the Quality of Life for Everyone – A 2026 Vision for Stratford District.

Stratford-on-Avon District Local Plan Review 2006

Appendix A - Guidance for the Assessment of Parish/Town Plans

- 1.1 In assessing Parish Plans, the following considerations should be taken into account:

Evidence and extent of research work to justify conclusions.

Evidence and extent of analysis related to conclusions.

Public involvement and endorsement at local level.

Level of implementation available to District and County Council services, (e.g. the District Council Planning Authority, Leisure and Arts etc.).

Conformity with District and County Council's policies, (e.g. Planning policies etc.).

- 1.2 The above five criteria will enable the production of recommendations regarding the acceptance of each of the Parish Plan's detailed conclusions and Action Points.

- 1.3 A response to each of the detailed conclusions and Action Points will be one of the following:

(A) ENDORSE

The specific recommendation will be accepted and taken into account on the decision making of the District Council. (For example, "Small scale development with a 'craft' emphasis should be looked at sympathetically").

(B) ACTION

The specific recommendation will be accepted in principle and, subject to financial, procedural and legal constraints, implemented by or with the support of the District or County Council. (For example, "A social housing scheme of ten units on land next to the Green should be provided").

(C) INVESTIGATE

Further information to be obtained by the Parish/Town Council or other agency may be required in order that the District or County Council may establish if the specific recommendation can be supported. (For example, "An existing Conservation Area should be extended").

(D) SUPPORT

The specific recommendation relates to a matter which is not the responsibility of the District or County Council. However, the proposal is supported and will be forwarded to the appropriate authority.

(E) NOT SUPPORTED

The specific recommendation relates to a matter which is in contrary to the policy of the District or County Council or is beyond the powers of the authority or that insufficient and/or unsatisfactory information has been submitted to substantiate their commendation. (For example, "No development of any kind should take place within the settlement").

Appendix A – Further Background Information

- 2.1. Communities produce Parish Plans for a number of reasons:
 - To increase the awareness of community issues, foster community spirit and encourage a sense of pride;
 - To act as a strong basis for local action (the Action Plan);
 - To collectively represent the views of residents, to positively influence others to the benefit of the community.
- 2.2. In the 1980s the concept and practice of Village Appraisals first emanated nationally from the Rural Development Commission in conjunction with the Countryside Commission.
- 2.3. Nationally, Parish Plans have a role to play within the 'modernising Local Government' agenda, for example, shaping local services, public participation, decision-making and greater democratic legitimacy.
- 2.4. One of the aims within Chapter 12 of the Rural White Paper (Our Countryside: the future – A fair deal for rural England) includes involving people living in rural areas in developing their community, safeguarding its valued features and shaping the decisions that affect them – developing a vision for the future. Parish Plans are a recognised method of achieving this aim.
- 2.5. In line with guidance from the Countryside Agency issued in August 2000 ('Planning tomorrow's countryside', advice to local planning authorities, government and developers on how the planning system should operate and evolve), Parish Plans are a recognised community planning method to help achieve key objectives. In March 2003 the Countryside Agency produced detailed guidance for parish and town councils on the preparation of Parish and Town Plans.
- 2.6. Policy RA3 in the Warwickshire Structure Plan 1996-2011 encourages local planning authorities to use 'Appraisals' when establishing the views of local communities and when identifying local housing and industrial development need.
- 2.7. Stratford-on-Avon District Council is committed to the encouragement of Parish Plans as a means of identifying local issues and will respond to them positively. Much faith has been placed by the Government, the County Council and the District Council on local appraisals and their role in assisting the formulation of strategic policy.
- 2.8. Parish Plans can now play a broader role within the production of the statutory Community Plan for Stratford District.
- 2.9. The recommendations and Action Plans can both inform and help deliver the Rural Strategy for the Stratford-on-Avon District.
- 2.10. Policy COM.1 of the Stratford-on-Avon District Local Plan 2006 states:

"The views of the local community as expressed preferably in a Parish Plan (or equivalent) or in its absence an alternative source of reliable evidence, will be fully taken into account in the planning process. In particular they will be used:

 - To help assess the merits of schemes promoted by communities to meet needs which they have identified;

- As a material consideration in the determination of planning applications and to assist in identifying the scope and nature of associated planning obligations which might be sought; and
- To identify opportunities for environmental and other forms of enhancement.

In the case of Main Rural Centres and Local Centre Villages only, as defined in Policy STR1, small scale schemes which meet housing (particularly affordable housing) and employment needs will be encouraged in this way...”.

- 2.11. Nationally, Parish Plans are broad, holistic documents addressing local issues at a local level. Whilst in this District ‘appraisals’ have had a close association with planning, they are no longer ‘planning-led’. Parish Plans address both planning and non-planning related matters and this is reflected in their assessment at Committee.
- 2.12. Parish Plans can and do act as a tool to assist in giving many of the services provided by the District Council greater community focus. Vice versa, many of the services provided by the District Council can and do feed into the Parish Plan process creating more informed Action Plans.

Appendix B

Summary of key action points

Abbreviations SDC= Stratford District Council
 WCC= Warwickshire County Council
 WRCC= Warwickshire Rural Community Council

Appendix A gives an explanation of what is meant by each suggested response key word.

Long Itchington Parish Plan action	SDC Proposed Response
Services	
A.1 Housing Needs: 1. Investigate possible partners. 2. Agree first development.	Endorse/Action – The Parish Council has undertaken a Housing Needs Survey with support from WRCC Rural Housing Enabler. WRCC have endorsed the section on housing needs and the proposed actions. The District Council’s Planning and Housing Teams are keen to support the Parish in the identification of sites and subsequent implementation.
B.1 Leisure and Recreation: 1. Re-vitalise the LILAC group 2. Develop urgently required Green End facilities such as a new pavilion and dog-walk.	Support – This action can be supported.
B.2 Play Equipment and Maintenance: Refurbish Short Lane and Leigh Crescent children’s play area.	Support - The District Council’s Community Leisure Team can provide advice regarding play areas.
B.3 The Pond: 1. Annual tidying and planting. 2. Improve floating platform.	Support – The Sustainable Community Strategy supports initiatives to protect and enhance our natural environment.
B.4 Open Spaces: Ensure all key open spaces are preserved and where possible improved.	Support – The Sustainable Community Strategy supports initiatives to protect and enhance our natural environment.
B.5 Allotments: 1. Examine possibility of buying. 2. Progress further if feasible.	Support – The Sustainable Community Strategy aims to encourage more healthy lifestyles including eating fresh fruit and vegetables.
B.6 Footpaths: Resurface SM2 in the allotments/graveyard area.	Support - The Countryside Access Team at Warwickshire may be able to provide support through mechanisms such as the P3 Partnership Scheme.

Long Itchington Parish Plan action	SDC Proposed Response
<p>C.1 Street Lighting:</p> <ol style="list-style-type: none"> 1. Continue programme of inspection and replacement of street lights. 2. Review lighting needs and energy conservation policy. 	<p>Support – This action can be supported.</p>
<p>C.2 Parking:</p> <ol style="list-style-type: none"> 1. Investigate provision of more residential parking spaces. 2. Encourage driver cooperation* 3. Report dangerous parking. 	<p>Investigate – WCC are not aware that parking is a specific road safety problem in the village. The Parish Council are encouraged to contact the Traffic Projects Group at WCC to see if intervention is required.</p>
<p>C.3 Road Safety:</p> <ol style="list-style-type: none"> 1. Strive to get page 13 control measures adopted. 2. Press for approved Bascote 30mph limit to be installed. 3. Strive to get page 14 safety Hazards rectified. 	<p>Action – The implementation of these actions should be pursued with the Road Safety Liaison Officer, Safety Engineering Team at WCC.</p>
<p>C.4 Road and Pavement: Continue to list all defects, and strive to get fixed quickly</p>	<p>Support – This action can be supported.</p>
<p>D.1 Reduction of Litter Nuisance:</p> <ol style="list-style-type: none"> 1. Warn, Inform and Educate 2. Enquire re services available to assist clearing up. 3. Organise litter picks as and when necessary. 	<p>Support – This action can be supported.</p>
<p>D.2 Dog Fouling:</p> <ol style="list-style-type: none"> 1. Warn, Inform and Educate. 2. Test feasibility of a Dog Club and Green End dog walk. 3. Use District Dog Warden. 	<p>Support/Action – The SDC Dog Warden may be able to provide support and advice and can be contacted on 01789 267575</p>
<p>D.3 Control of Graffiti:</p> <ol style="list-style-type: none"> 1. Warn, Inform and Educate. 2. Report all instances and get Assistance of Police. 	<p>Support – This action can be supported.</p>
<p>D.4: Removal of Eyesores:</p> <ol style="list-style-type: none"> 1. Survey & improvement of sites. 2. Increase awareness by entering Village of Year comps. 	<p>Support/Action – The District Council's Planning Enforcement Team may be able to assist with this action.</p>
<p>D.5: Reducing Carbon Footprint:</p> <ol style="list-style-type: none"> 1. With help of L.I.F.E. to list all reasonable steps to take now. 2. Decide priorities & timescale for a longer term approach. 	<p>Support/Action – The SDC Policy Officer, Paul Chapman and the local advice organisation 'Act on Energy' (www.actonenergy.org.uk) may be able to provide further advice and support regarding the implementation of these actions.</p>

<p>E.1 Young People: 1. With the help of young people to explore more amenities which might be found for them. 2. To be more proactive in tackling youth misbehaviour.</p>	<p>Support – the Sustainable Community Strategy seeks to increase activities for children and young people.</p>
<p>E.2 Older Residents: To support the work of the Calendar Group in providing a more diverse range of activities for older residents</p>	<p>Support – This action can be supported.</p>
<p>E.3 Other Population Groups: To determine the extent of needs by obtaining data on registered disabled, and working from home groups</p>	<p>Support – This action can be supported.</p>
<p>F.1 Local Crime: 1. Continue meetings with Police to reduce troublesome teenage behaviour. 2. Support and develop Neighbourhood Watch. 3. Remind residents how to protect property, deal with doorstep callers and who to contact if they need help. 4. Continual campaign to warn, inform and educate.</p>	<p>Support – The Sustainable Community Strategy seeks to reduce crime and the fear of crime in the district.</p>
<p>F.2 Managing Emergencies: 1. Ensure the Emergency Plan, training and equipment are kept up-to-date. 2. Check condition of all storm drains. Organise repair and jetting 3. Liaise with Environment Agency on Flood Alleviation Scheme.</p>	<p>Support/Action – SDCs Flood Defence Officer advises that both WCC and the Environment Agency are currently constructing additional, or improving existing flood prevention measures in the village. The effectiveness of these works will be kept under review.</p> <p>WCC’s Area Manager – Transport and Highways – advises that gully cleaning takes place annually and that discussions are ongoing regarding a potential scheme to address drainage issues in Church Road.</p>
<p>G.1 Local Facilities and Services: Where possible to provide population groups, especially young and older residents, with facilities not currently available.</p>	<p>Support/Endorse – Local Plan policies COM.2 and 3 support the retention of existing services and the provision of new services to meet the needs of local communities.</p>
<p>G.2 Efficient Communication: 1. Improve look and maintenance of the Parish Council website and get Community website up and running. 2. Parish email directory 3. Review L.I. Diary format 4. Organise next Village Opinion</p>	<p>Support – This action can be supported.</p>

<p>G.3 An Effective Parish Council: 1. Consider & set up a new Working Party to ensure efficient communications 2. Ensure all PACE factors are in place</p>	<p>Support – This action can be supported.</p>
<p>G.4 Annual Parish Meetings: To further increase numbers attending APMs in order to get more valuable feedback from the community</p>	<p>Support – This action can be supported.</p>