

**STOUR AREA COMMUNITY COMMITTEE
28 February 2006**

Item No: *
Subject: **Ilmington Parish Plan**
Portfolio Holder: **Cllr Beese**
Lead Officer: **Karen Johnstone**
Contact on 01789 260332

SUMMARY	To consider the assessment of the Ilmington 2006 Parish Plan	
BACKGROUND PAPERS	Ilmington Parish Plan Survey	
CONSULTATIONS UNDERTAKEN		
CONSULTEE	✓	DETAILS AND DATE OF CONSULTATION
WARD MEMBERS	✓	Councillor Saint on 16/01/06
COMMITTEE CHAIRMAN	✓	Councillor Roache on 16/01/06
PORTFOLIO HOLDER	✓	Councillor Beese on 16/01/06 Councillor Giblin (Shadow) on 16/01/06
LEGAL SERVICES	✓	David Sweeting on 16/01/06
FINANCIAL SERVICES	✓	Richard Burrell on 16/01/06
PERSONNEL SERVICES		
OTHER	✓	John Gordon, Housing on 19/12/05 Julia Aratoon, Leisure and Local Economy on 19/12/05 Paul Chapman, Ruth Mounstephen, Policy and PR on 19/12/05 Warwickshire County Council (WCC) on 19/12/05 Warwickshire Rural Community Council (WRCC) on 19/12/05
CORPORATE STRATEGY/EMAS		
Summary of RECOMMENDATION		<ol style="list-style-type: none"> 1. That the Parish Plan is adopted as a local information source. 2. That the Parish Plan is adopted as a material consideration. 3. That the Parish Plan steering group, Parish Council and the residents of Ilmington be commended and encouraged to implement their Action Plan.
FINAL DECISION SOUGHT ?	Yes	

1. Introduction and Purpose of this Report

1.1 This report sets out the assessment of the Ilmington 2006 Parish Plan. Ilmington Parish Council approved the main body of the Plan at their November 2005 meeting, and the separate Action Plan on 25th January 2006.

2. Background Information

- 2.1 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.
- 2.2 The momentum for Parish Plans is continually increasing with half of the communities in the District having completed or in the process of undertaking detailed Parish Plan or Appraisals with associated recommendations and Action Plans. Further background information on the process is included in Appendix B.

3. Submitted Parish Plan- Ilmington

3.1 Background

- 3.1.1 Following a workshop run by the Warwickshire Community Council, an event was organised to attract volunteers to form a steering group to prepare a Parish Plan in December 2003. The initiative received a major grant £4000 from the Countryside Agency, a smaller grant from the Parish Council, and huge contributions in kind from many volunteers. Throughout the project, regular updates leaflets have been delivered to every household and information will continue through the monthly Parish magazine. The steering group worked very closely with the Parish Council, with 2 councillors present on the steering group.
- 3.1.2 Preliminary information was gathered during 2004 in consultations and workshops at the village hall, pubs, the show and Christmas fete. This informed the preparation of the questionnaire for the main survey which was distributed to all 316 households within the community. This resulted in a statistically strong response rate of 79%, with the data analysed Warwick network. From this analysis a summary of the survey results was distributed to each household. The first draft Plan was presented at an open day in July 2005, when more than 30 people offered comments and suggestions, leading to a revised draft which was put on display at the Ilmington Show.
- 3.1.3 The Parish Plan presents a clear picture of the needs and issues facing the community. There is a Village Design Statement included within the Parish Plan highlighting valued features and ways to protect and improve the character of the village. The Action Plan is a separate document which can be updated easily as implementation progresses. The Parish Council have adopted the Action Plan and will implement it through a Working Group, with groups of volunteers designated to address particular issues.

3.2 Parish Plan findings

- 3.2.1 The findings of the Parish Plan, which have informed the Action Plan, cover:
 - The Parish and village; people, homes, jobs
 - Local Government; public information
 - Essential services; including public transport, recycling, health, education
 - Community; different age groups, local community facilities
 - Living in the county; landscape, green spaces, access

- Parking, traffic, footways; major concerns
- Value and Concerns
- Village Design Statement

3.2.2 The Parish Plan has been prepared employing a range of community participation techniques, including questionnaire survey, public forums and a transparent process of reporting back to the community on progress etc. The process has generated a range of statistical data and qualitative material, that has informed the Action Plan and which provides a useful local information source.

2.2.3 Suggested Response: Endorse – That the above be endorsed as a true representation of the topics addressed by the Parish Plan.

3.3 Action Plan

3.3.1 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 Parish Plan Action Plan.

3.3.2 The policy position of the Local Plan Review (as proposed to be modified) is generally supportive of the Action Plan points relating to planning, the environment and land use. The Homes and Jobs section encourages investigation of the need for limited affordable housing provision, which is to be welcomed. The Rural Housing Enabler for Warwickshire is already working with the community to undertake a detailed follow-up housing needs survey, and the District Council can provide additional help in this area. There is also support for the provision of more work opportunities in the form of small rural and craft businesses.

3.3.3 Progress has already been made in beginning to take forward aspects of the Action Plan, such as the provision of drama and sport opportunities for young people. Many of the actions identified can be undertaken entirely by the parish itself.

3.3.4 The Action Plan requests that the council adopts its actions and the principles of the Village Design Statement as Supplementary Planning Guidance (SPG). However, SPGs are now part of the old planning system and it would be inappropriate to continue to adopt documents as SPG. The council can instead adopt the Action Plan as a "material consideration" and it will carry the same substantial weight, particularly through the operation of the Local Choice Policy COM.1 in the Local Plan Review (as proposed to be modified).

4. Corporate Strategy/ Environmental/ Financial/ Legal Implications

4.1 The following general observations on the Parish Plan are based on responses from internal consultation with the Services within the District Council.

4.2 The Parish Plan is a useful source of information about the local community perception of their locality. The Community Plan and Corporate Strategy for the District support the range of topic areas and policies in the Action Plan. The Parish Plan also complements and helps to move forward the District Councils Local Agenda 21.

- 4.3 Projects developed through this Parish Plan may need funding to take them forward, and the recommendations within this report should be contained within existing budgets. The District Council operates a Community Grants scheme aimed at funding these types of projects, and the Community Grants 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.

5. Conclusion

- 5.1 The Parish Plan Steering Group, the Parish Council and residents of Ilmington should be commended and congratulated for completing their Parish Plan and are encouraged by Stratford-on-Avon District Council to implement and periodically review the Action Plan.
- 5.2 The Ilmington Parish Plan is a good example of how a rural community can prepare a Parish 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.

RECOMMENDED:-

- (1) That the Stour Area Community Committee adopts the Ilmington 2006 Parish Plan, as a local information source to offer advice to the relevant Departments of Stratford-on-Avon District Council.**
- (2) That the Stour Area Community Committee adopts the Ilmington 2006 Parish Plan, as a material consideration in processing planning applications, in accordance with Policy ENV22 of the Stratford-on-Avon District Local Plan and Policy COM1 of the Local Plan Review (as proposed to be modified).**
- (3) That the Parish Plan steering committee, Parish Council and residents of the Parish of Ilmington be commended for preparing their Parish Plan and they are encouraged to implement and review the Action Plan.**

PAT REID

Head of Planning Services

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 Council services, (e.g. the District Council Planning Authority, Leisure and Arts etc.).
Conformity with District 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 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 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 Council. However, the proposal is supported and will be forwarded to the appropriate authority. (For example, "Traffic calming measures are required and the County Highway Authority should prepare a scheme").

(E) NOT SUPPORTED

The specific recommendation relates to a matter which is in contrary to the policy of the District 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 B – 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 Appraisal 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 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 ENV22 of the Stratford-on-Avon District Local Plan states:

" The District Planning Authority, in determining planning applications and assessing priorities for environmental enhancement will have regard to parish and village appraisals prepared by the Parish/Town Councils or local

amenity bodies, which have been endorsed by the District Planning Authority."

"When an appraisal is received by the Council it is carefully considered and assessed against consistent criteria. The assessment of appraisals includes the identification of those issues of appraisals which are planning matters and therefore relevant to development control. It is only when the assessments have been completed and the relevant aspects endorsed by Committee, that appraisals will be afforded the status of a material consideration."

2.11 Policy COM.1 of the Stratford-on-Avon District Local Plan Review (as proposed to be modified) 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..."

2.12 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.

2.13 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 C

Summary of key action points

Recommended Action	SDC Proposed Response
<p>Law and order</p> <ul style="list-style-type: none"> Involve community police more, through invitations to discuss concerns, attend Parish Council meetings and confirm future policing. 	<p>Support – The <i>Community Plan</i> is supportive of this Action Point as it seeks to reduce fear of crime.</p>
<p>Utilities</p> <ul style="list-style-type: none"> Report residents’ problems and wishes concerning electricity, gas, over-head telephone lines and mobile phone to relevant providers. Report to authorities (Severn Trent, Stratford-on-Avon District Council (SDC) Environmental Health, Warwickshire County Council (WCC)) on persistent sewage and water drainage problems in lower village and form a volunteer pressure group to require a long-term solution. 	<p>Support – Although the Parish should be aware that policies (DEV.12) in the Local Plan seeks to avoid a proliferation of mobile phone masts particularly within the AONB.</p> <p>Support/ Investigate – The District Council Flood Defence Officer can provide help.</p>
<p>Communications</p> <ul style="list-style-type: none"> Produce information pack for newcomers Consider parish website, possibly using SDC communities programme offered by their web developers. 	<p>Support - The action point is accepted in principle.</p> <p>Action/ Support – SDC E-government section is encouraging Parish Councils to apply for Awards for All funding through SDC for equipment, training, support and webspace.</p>
<p>Waste and recycling</p> <ul style="list-style-type: none"> Inform SDC that residents would like more information on recycling. Inform SDC that residents would like more opportunities for recycling, particularly plastic bottles. 	<p>Support - The Community Plan and Corporate Strategy aim to increase recycling in the District. If this can be done through increased information on currently available services SDC should be supportive.</p> <p>Support/ Investigate – There are already fortnightly house collections for recycling in this area. Whilst there are no short-term plans for SDC to increase provision, plastic recycling facilities are available at 2 sites in Shipston. These are part of a trial of plastic recycling in the district and the aim is to consolidate this.</p>

<ul style="list-style-type: none"> • Inform WCC that residents would like improved access and opening hours to Shipston waste disposal and recycling site. 	<p>Investigate - There is 24 hour access to the mini recycling centre at Norgren Social Club. WCC has been made aware of this action point and will respond directly.</p>
<p>Homes and jobs</p> <ul style="list-style-type: none"> • Provide more affordable housing for local people, starting with an in-depth survey of type and need. • Publicise procedure for applying for Housing Association properties. 	<p>Endorse/ Action – The policies in the Local Plan Review (Policy COM.1 and CTY.5) allow for the provision of affordable housing on a basis of identified need. The Parish should be aware that COM.1 also seeks to maximise the potential of any previously developed land, and this will be taken into account when considering suitable sites for affordable housing.</p> <p>The District Council will work with the Parish Council and Rural Housing Enabler to develop a clear picture of local need.</p>
<ul style="list-style-type: none"> • Advise planning authorities of support for craft workshops and small rural businesses. 	<p>Endorse – Planning applications will be assessed using the views of the local community as a material consideration (Local Plan Review Policy COM.1) and against other policies in the Local Plan.</p>
<p>Local Government</p> <ul style="list-style-type: none"> • Inform residents of decision-making process and spending in parish council through notice boards, email, and newsletter. • Inform SDC and WCC that residents would like to know more about how decision-making works at all levels. 	<p>Support- These Action points can be supported.</p> <p>Investigate – Our Public Relations Team are investigating including such information in 'Your Review'.</p>
<p>Environment</p> <ul style="list-style-type: none"> • Parish Council and SDC dog warden to distribute a leaflet on dog fouling. • Community actions to promote the environment including producing book of local walks (WCC Countryside officer), stone wall training courses, creating wildlife habitat and setting up Natural History group. • Organise Apple Day and sale of local produce. • Take Village Design Statement (VDS) into account when Parish Council 	<p>Action – The District Council's Environmental Protection team can provide help.</p> <p>Support – These Action Points are supported by the <i>Community Plan</i> which aims to increase natural habitats and increase consumption of local food.</p> <p>Endorse – The Parish Plan and VDS will be used as a material</p>

<p>consulted on planning applications and encourage community to support its recommendations.</p> <ul style="list-style-type: none"> • Ask the District Council to adopt the VDS as Supplementary Planning Guidance (SPG). • Publish local guide to the restoration of older properties. • Liaise with Forestry Commission to preserve panoramic views and character of AONB with any new planting. 	<p>consideration as laid out in Policy COM.1 of the Local Plan Review (as proposed to be modified). As explained in the main report, this is more suitable than, and equally effective as, adoption as SPG.</p> <p>Support – These Action Points can be supported by the District Council.</p>
<p>Transport</p> <ul style="list-style-type: none"> • Work through Bus Users Group and Stour Power to provide evening bus service from Stratford and better timetable information. • Investigate how to provide a Community Bus and car-sharing scheme. • Improve interior of bus shelter. 	<p>Support – The <i>Community Plan</i> and <i>Corporate Strategy</i> supports the aims of reducing private car use and developing transport initiatives to help people access services.</p> <p>Support - WCC has been informed of this Action Point and will respond directly.</p>
<p>Health and Welfare</p> <ul style="list-style-type: none"> • Provide better information on medical facilities and support services available, including a Village Liaison Officer. • Inform LHA of support for local hospital at Shipston. • Raise issue of out-of-hours services with NHS Direct. 	<p>Support – These Action Points are in line with the <i>Community Plan's</i> aims.</p>
<p>Education</p> <ul style="list-style-type: none"> • Liaise with school about using facilities after hours. • Explore creating nursery school. • Explore how to provide transport to Campden School. • Promote use of Mobile Library Service. 	<p>Support – The <i>Community Plan</i> aims to maximise the use of existing facilities including schools, village halls.</p> <p>Support – WCC have been informed of these Action Points and will respond directly.</p>
<p>Community</p> <ul style="list-style-type: none"> • Provide more leisure activities for young people (11-19) including volunteer run dance, drama and sport. • Build on pilot art and sport course in school holidays 05. • Liaise with Blackwell Youth Club. • Explore possibilities for providing youth shelter, public toilets, more benches and improving children's play area. <p>Request agencies provide more information on available support for older people, and explore possibility of home chat group.</p>	<p>Support/ Action – The <i>Community Plan</i> supports these Action Points as it aims to increase young people's participation in activities.</p> <p>The District Council Community Grants team offer help locating funding, and can advise if a scheme may be eligible for the Council's Community Grants scheme.</p>

<p>Recreation</p> <ul style="list-style-type: none"> • Form more leisure interest groups in village. • Improve playing field facilities. • Improve stage and heating in Village Hall. 	<p>Support/ Action –These Action Points can be supported. The District Council Community Grants team offer help locating funding, and can advise if a scheme may be eligible for the Council’s Community Grants scheme.</p>
<p>Parking, traffic, roads and footways</p> <ul style="list-style-type: none"> • Explore measures to prevent dangerous on-road parking including purchasing land for off-road parking and introducing parking restrictions. • Extend and improve footways through village. • Explore extending 30 mph limit to cover Armscote Road, and possibility of funding through County Council ‘Safe Routes to School’. 	<p>Support – These Action Points are supported by the <i>Community Plan</i> which aims to improve reduce road accidents in the district. WCC have been informed of these action points and will respond directly.</p>