

**From:** Parish Clerk [REDACTED]  
**Sent:** 09 June 2022 15:43  
**To:** Parish Clerk  
**Subject:** Extraordinary Meeting to discuss SDC's revised Site Allocation Plan (SAP)

Dear Parishioner,

There will be an Extraordinary Parish Council meeting next Tuesday 14th in the village hall at 7pm to discuss the following:

### Agenda for Parish Council Meeting

1. Apologies for absence
2. Declarations of interest
3. Public contribution relating to agenda items (*Councillor Jones*)
4. **22/01352/FUL 28 The Close** (rear extension and front porch)
5. **Revised Site Allocations Plan (SAP) from SDC.** (*Councillor Matthews*)

Please note that the SAP now includes a reserve housing site in the Snitterfield Street field next to Scar Bank. This is one of the sites discussed in the current version of the neighbourhood plan and so it is important that you attend this meeting if possible. Your views count.

If you cannot attend, please let me have your thoughts before the meeting.

The Cabinet has endorsed a revised Preferred Options version of the Site Allocations Plan for public consultation. This replaces the original Preferred Options Plan published in October 2020.

The report and Plan itself can be found as Item 6 on the following link: [Agenda for The Cabinet on Monday, 23rd May, 2022, 3.30 p.m. | Stratford-on-Avon District Council](#)

The consultation period is due to run from Thursday 16 June until Friday 29 July. You will be advised of the arrangements nearer the time.

John Dunkerton (June 9<sup>th</sup> 2022)

[REDACTED]

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**From:** Cathy Kimberley [REDACTED]  
**Sent:** 07 October 2020 09:56  
**To:** 'Alex Jones'; 'GN Byrd and Co'; 'Carol Matthews'; 'Derrick Clark'; 'Parish Clerk'  
**Subject:** FW: Site Allocations Plan Preferred Options version

For info. This is the response to the query I raised about the sites at Hampton Lucy (previously included in the 2019 SAP) sent the day after the latest SAP meeting (held on the 29<sup>th</sup>).

Regards,  
Cathy

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**From:** John Careford [mailto:John.Careford@stratford-dc.gov.uk]  
**Sent:** 07 October 2020 06:14  
**To:** 'Cathy Kimberley' [REDACTED]  
**Subject:** RE: Site Allocations Plan Preferred Options version

Dear Cathy,  
Yes you are correct that both the reserve site and self-build site at Hampton Lucy have been removed.  
Regards,

John Careford *MRTPI*  
Policy Manager (Enterprise, Housing & Planning)  
Stratford-on-Avon District Council

Switchboard: 01789 267575  
Telephone: 01789 260801  
Mobile: 07813 555383  
Email: [john.careford@stratford-dc.gov.uk](mailto:john.careford@stratford-dc.gov.uk)

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[REDACTED]

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**From:** John Careford <John.Careford@stratford-dc.gov.uk>  
**Sent:** 07 October 2020 06:14  
**To:** 'Cathy Kimberley'  
**Subject:** RE: Site Allocations Plan Preferred Options version

Dear Cathy,  
Yes you are correct that both the reserve site and self-build site at Hampton Lucy have been removed.  
Regards,

John Careford *MRTPI*  
Policy Manager (Enterprise, Housing & Planning)  
Stratford-on-Avon District Council

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Telephone: 01789 260801  
Mobile: 07813 555383  
Email: [john.careford@stratford-dc.gov.uk](mailto:john.careford@stratford-dc.gov.uk)

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**From:** Cathy Kimberley [REDACTED]  
**Sent:** 30 September 2020 13:39  
**To:** John Careford <John.Careford@stratford-dc.gov.uk>  
**Subject:** Site Allocations Plan Preferred Options version

Dear John,

I attended the 'Teams' meeting yesterday on the Site Allocations Plan. I am a Parish Councillor at Hampton Lucy. Unfortunately, due to the fact that the link for the session was sent to the Parish Clerk, who was away, I did not realise that I was without a link until two hours before the meeting and by the time this was forwarded I had missed the first 15 minutes of the session.

I believe you were talking about the reserve sites when I joined the meeting, and I saw a slide on the screen that said Hampton Lucy was out. Am I to understand from this that although a reserve site was included in the 2019 SAP consultation, there is no reserve site with the 2020 preferred options version?

Later, I understood you to say there would be no self-build site allocated to Hampton Lucy within the current preferred options version.

I would be grateful if you could let me know if my understanding for both is correct.

Kind regards,  
Cathy Kimberley  
[REDACTED]

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# Hampton Lucy Parish Council Planning meeting

Hampton Lucy Village Hall (Wednesday, Sept 18<sup>th</sup> 7.00pm)

## Agenda

1. Introduction (*Councillor Jones*)
2. To receive apologies for absence.
3. To receive declarations of interest.
4. Public open session relating to agenda item 5.
5. To agree a response to Stratford District Council's Site Allocations Plan.



John Dunkerton (August 31<sup>st</sup> 2019)

(Minutes of Extraordinary meeting held on Tuesday June 14<sup>th</sup> 2022 held outside the Village Hall at 19.00 pm)

**Present** - Parish Clerk, Councillors Matthews, Byrd, Clark and Kimberley and 12 members of the public.

**1. Apologies for absence**

1.1 Councillor Jones.

**2. Declarations of interest**

2.1 None

**3. Public contribution relating to agenda items**

3.1 Councillor Matthews took the Chair and explained that parishioners would be able to comment.

**4. 22/01352/FUL 28 The Close (rear extension and front porch)**

4.1 Councillor Matthews confirmed that there were no objections from members of the public or statutory consultees. Councillor Kimberley said it looked straightforward and Councillor Matthews proposed no objection. This was seconded by Councillor Clark, and all were agreed.

**5. Revised Site Allocations Plan (SAP) from SDC**

- 5.1 Councillor Matthews explained that the Neighbourhood Plan (NP) covered a range of issues such as housing, landscapes and heritage aspects. It was about to go out for public consultation and then the revised SAP was produced by SDC earlier this year (the 2022 SAP) which required the Council to explain the issues to residents.
- 5.2 The SDC core strategy required every parish to provide extra housing. Being a Class 4 village, Hampton Lucy was supposed to provide an extra 85 (32 houses) but this is not prescriptive if suitable sites cannot be found. Although 25 houses have already been built, seven are still required. The 11 sites from the NP resident's survey were assessed by the Council's planning consultant as follows: (see Appendix 1)
- 5.3 Site A is allotments and was ranked high by the consultant but 11<sup>th</sup> by the parishioners.
- 5.4 Site B has already had a failed application and has low potential.
- 5.5 Site C is outside the village boundary and has low potential.
- 5.6 Sites D, E, F and G have medium potential but were not accepted by SDC as viable sites in 2019.
- 5.7 Site H is outside the village boundary. It was subject to a planning application from the owners that was withdrawn a few years ago and has not been put back in for the current round.
- 5.8 Sites I, J and K ('the Snitterfield Street Site') were looked at in 2019 and were put forward as possible sites but then were rejected by SDC on heritage grounds. A housing needs survey and a proposal for a development of self-build and affordable homes had been proposed and put forward. When SDC withdrew the site in 2019 that proposal was put on one side. An updated Housing Needs Survey done last year showed a need for 7 affordable houses. The current NP recognises the need for affordable housing.
- 5.9 A member of the public asked about sites outside the village boundary and it was confirmed that there was no green belt land. In addition, only site A is actually inside the village boundary.
- 5.10 Councillor Matthews confirmed the SDC view that Hampton Lucy has a lot of constraints and is a unique village with perhaps no suitable sites for housing.
- 5.11 In the 2022 call for sites, C, D, E, F and G were suggested but none was taken forward. Sites D and E have flooding problems and the spinney is going to be promoted as a green space.
- 5.12 As for sites I, J and K, K is proposed as a green space. I and J are now back as a potential reserve site as part of SDC's 2022 SAP (see Appendix 2). The owners had raised an objection to it being removed from the earlier SAP round in 2019.
- 5.13 Councillor Matthews went on to say that the NP was not promoting the Snitterfield Street Site I or J as a housing site because of issues with access, topography, biodiversity, heritage and landscape issues. She summarised a response from a resident in writing saying this. She explained that the NP proposed that

the Council would consider any suitable sites put forward by landowners in the future giving the Parish some degree of control over the criteria.

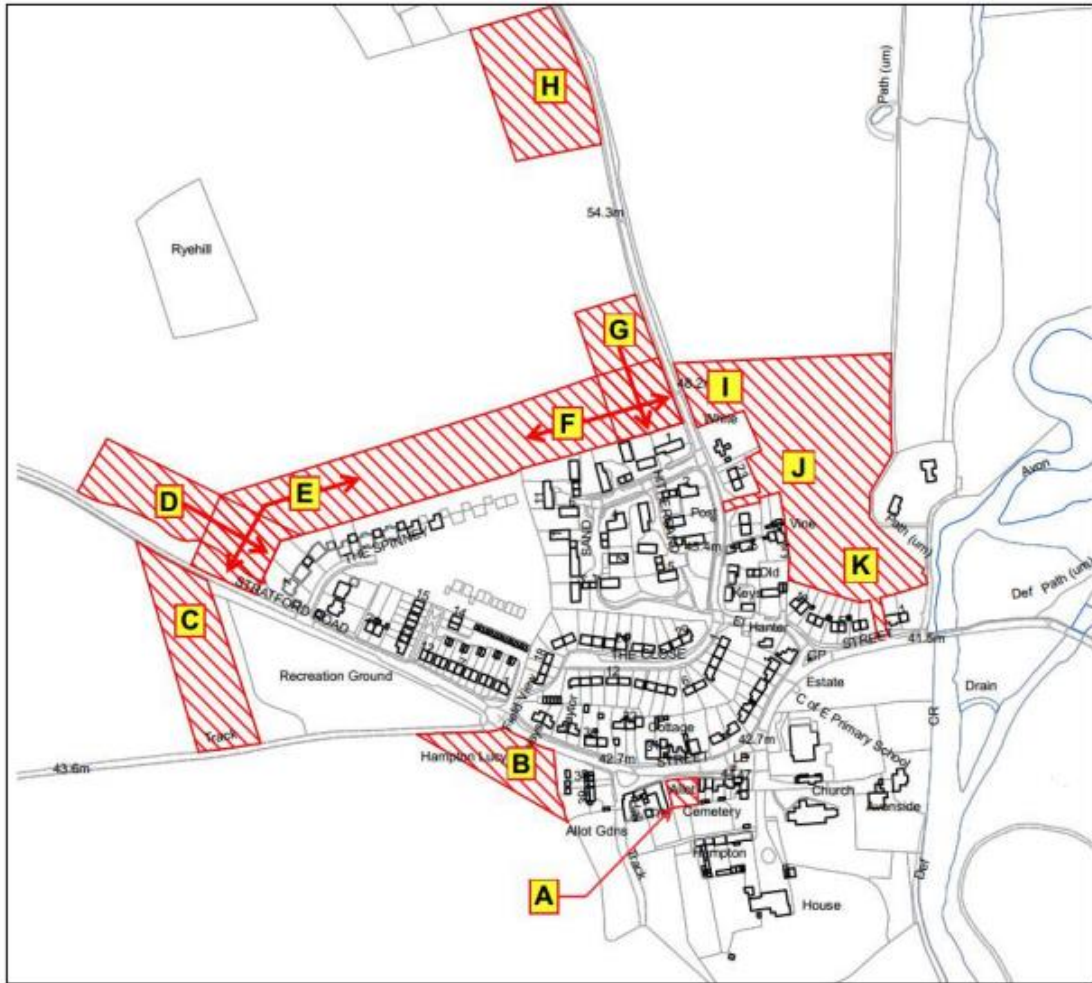
- 5.14 A member of the public asked if the access would be between the bungalows. Councillor Matthews suggested that it might be higher up.
- 5.15 A member of the public asked if the access would be between the bungalows. Councillor Matthews suggested that it might be higher up. A member of the public said that Orbit Housing had no objection a few years ago to its access to the Snitterfield Street Site being between the bungalows. The architect said that there was no problem building at the top of the field, it being the only suitable site if Hampton Lucy had to provide one.
- 5.16 Councillor Kimberley gave her personal view that I could be a site for affordable housing. She disagreed that there were no alternatives, suggesting sites D and E. It was explained by the clerk that this site would be accessed over the spinney which is to be a local green space and that it was thought that the main sewer pipe for The Spinney was through this site and there were likely flooding issues. Councillor Kimberley said the site assessments did not refer to any drainage issues - the spinney may get flooded but not the land at the back. She stated that the Parish Council's planning consultant had offered to talk to the council about alternative sites and thought we should talk to him. It was pointed out that SDC had rejected the site as a suitable reserve site again in its 2022 SAP.
- 5.17 A member of the public said that things depend on the owner selling the land and another said that he couldn't see these sites being used for a small number of houses. He asked if we were being forced into building houses because he observed that there seemed to be no option in the NP for 'no houses'.
- 5.18 Councillor Matthews said that the Council could consider some rural exception sites with self-build being added in if a suitable site became available.
- 5.19 Councillor Matthews said that the NP deals with *local* issues but a member of the public disagreed saying that the developers were in charge.
- 5.20 A member of the public was disappointed that nothing had been done on the NP over the last 3 years but Councillor Matthews disagreed, saying that it had been screened by SDC and it had undergone environmental screening. It was now ready for the Reg 14 consultation.
- 5.21 A member of the public was emphatic that we don't want any more houses built.
- 5.22 Councillor Byrd said that the Council was trying to keep some sort of control over development and that we should get on with progressing the Neighbourhood Plan.
- 5.23 Councillor Matthews said that as the reserve SAP site in Snitterfield Street was going out for consultation, people must respond.
- 5.24 A member of the public said that Midlands Rural Housing had said that selling plots for self-build helped to make scheme for affordable housing financially viable. Another member of the public asked if SDC would get on with accepting the Snitterfield Street Site as a reserve site if we delay and another suggested that the site could go to another developer. Councillor Matthews replied, saying that it was outside the village boundary so would have to be a rural exception site and it was important that the NP was progressed as soon as possible.
- 5.25 Another person asked if affordable housing could be for private ownership and Councillor Matthews said that priority would be for people in the village and the housing policy would confirm this.
- 5.26 Councillor Matthews proposed that the Council proceed with the Regulation 14 consultation for the NP as soon as possible with the Council not actually promoting a site for housing but considering rural exception sites should a suitable site become available. There was no dissent to this proposal from the public. This was seconded by Councillor Clark. Councillors Matthews, Clark and Byrd were in agreement, but Councillor Kimberley objected.

Meeting closed at 20.32 pm

John Dunkerton (June 20<sup>th</sup> 2022)

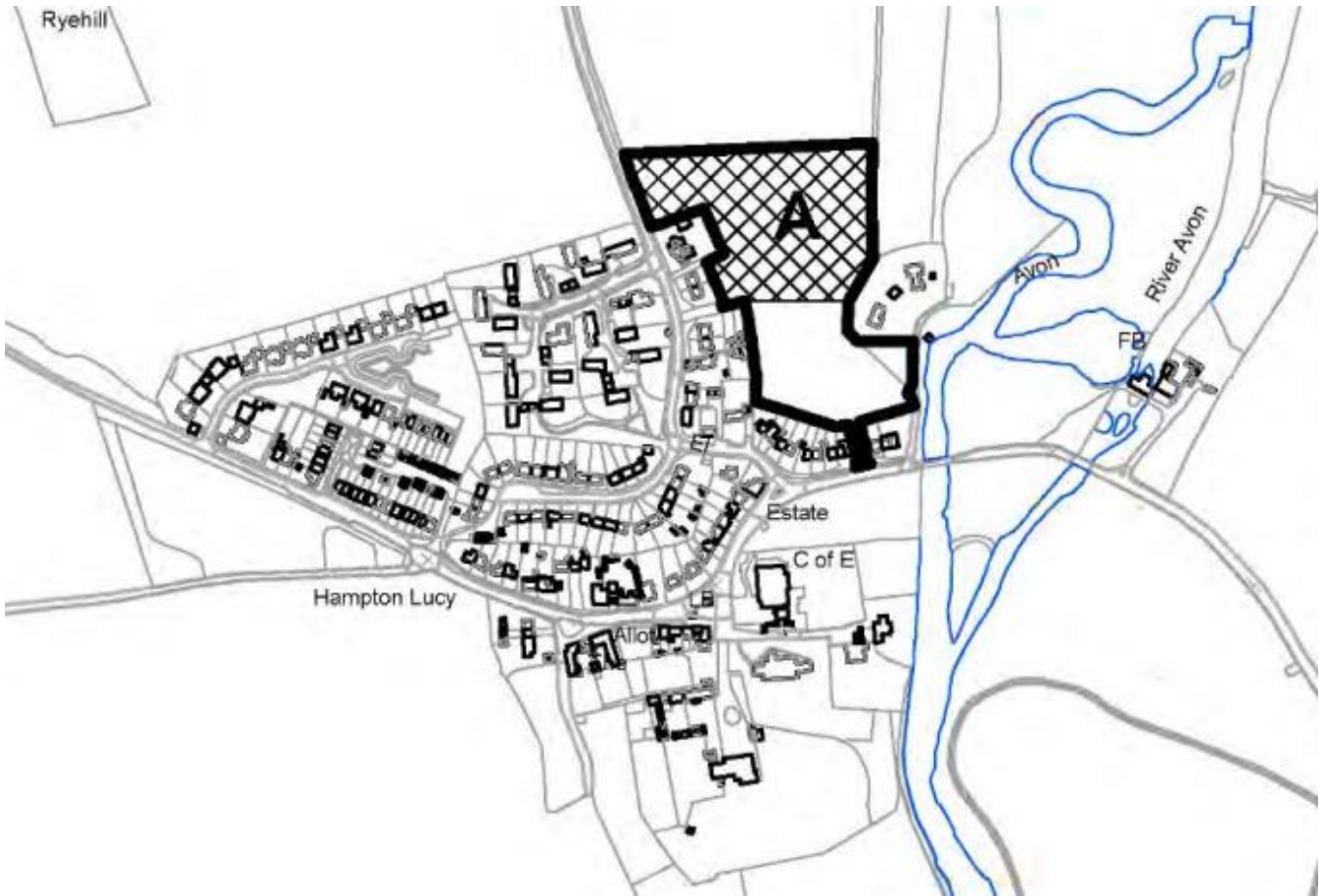
Dates of next meetings for 2022: July 26<sup>th</sup>, Sept 27<sup>th</sup>, Nov 22<sup>nd</sup>

Appendix 1.





Appendix 2.



DK

(Minutes of meeting held on September 18<sup>th</sup> 2019 in Hampton Lucy Village Hall. The meeting opened at 19.00pm)

**Present** - Councillors Jones, Matthews, Kimberley, Byrd, Clark and 15 members of the public.

## 1. Introduction

- 1.1 Councillor Jones pointed out that it was difficult to please everyone and that all parishioners had the opportunity to make representation to SDC either in groups or as individuals, either on-line or in writing. The deadline was September 20<sup>th</sup> at 5pm.
- 1.2 Councillor Matthews said that some people will have had letters if they lived within 15m of the proposed site.
- 1.3 Councillor Jones suggested making submissions individually to make a difference. A member of the public disagreed, saying that was not said by SDC. Councillor Jones still felt it would add more weight. The member of the public insisted that SDC said otherwise but Councillor Jones still felt that the more points that go in, the better.
- 1.4 The five sites on display were then described. Of the five possible sites, three were shaded brown and had been dismissed, leaving Stratford Road and Snitterfield Street. These two sites were shaded amber and were not considered ideal by SDC, the cross hatched areas showing the extent of the potential development areas.
- 1.5 Councillor Jones suggested that it would be useful to know the overall % of green, amber and brown sites in the Stratford District.
- 1.6 Councillor Jones also pointed out that the Stratford Road site had already been rejected twice by SDC itself because it was too close to the conservation area. The Snitterfield Street site was owned by the nephews of Miss Creak, the previous owner and there had been an approach for affordable housing but the landowners were neither for or against this idea.
- 1.7 A member of the public said that the plans for affordable housing had come from Warwick Rural Housing Association.
- 1.8 Councillor Kimberley said that these were reserve sites and that the neighbourhood plan was at the stage for consultation but had not been adopted yet.
- 1.9 A member of the public said the neighbourhood plan had taken a long time, over five and a half years. Councillor Jones confirmed that he would be supporting a swift conclusion to this but Councillor Kimberley said that this would depend on the number of volunteers.
- 1.10 Councillor Matthews said that the Snitterfield street site was 'in sync' with the neighbourhood plan but it was pointed out that the site had the least number of 'number 1 votes'.
- 1.11 Councillor Jones said that SDC was currently over its 5-year land supply. Councillor Clark pointed out that Hampton Lucy had one of the smallest proposed allocations compared to other villages.
- 1.12 A member of the public said that the sewerage was already at capacity and so any development at Snitterfield street would not be viable.
- 1.13 A parishioner then spoke at length on behalf of Snitterfield Street residents. He asked if the plans could be justified because in the 2016 village survey, 11 sites were considered but SDC has not followed the findings from residents. He suggested that the affordable housing plans were independent from the SDC plans and so there was the possibility of duplication i.e. more houses. The whole site is bordered by 20 houses, hence the negative vote on the neighbourhood plan. He said that the slope would be a problem as it was the highest point of the village and it was Grade 2 agricultural land. It was also a visual amenity for the village. He said that access could be a problem, especially during the construction phase due to road bends, the bridge, sewers and gas mains. He suggested that the bus service was inadequate for a social housing development but Councillor Jones pointed out that this might encourage another type of development.
- 1.14 Another member of the public said that the Stratford road site had never been part of the neighbourhood plan and Councillor Jones confirmed that it had already been rejected twice.
- 1.15 Someone else asked why the meeting couldn't have been earlier but Councillor Jones said that it had been the holiday period and the information briefings had not been until September.

- 1.16 One member of the public asked if the Parish Council was still pushing ahead with the plans for affordable housing. Councillor Jones said that there was potential here for a bit more control.
  - 1.17 Another person said that the neighbourhood plan findings were not on the website and that this should be accessible.
  - 1.18 In response to a question from a parishioner, it was pointed out that the Snitterfield Street site had been imposed on the village despite the height, the slope, visual amenity and being close to the conservation area.
2. **Apologies for absence**
    - 2.1 Councillor Byrd
3. **Declarations of interest**
    - 3.1 None
4. **Public Open session**
    - 4.1 No more comments
5. **Site Allocations Plan response by Parish Council**
    - 5.1 Councillor Jones said that the Stratford road site was a self-build site and it had been refused before. He proposed objecting to this site. This was seconded by Councillor Clark. All were agreed.
    - 5.2 **It was resolved that:** The Council would object to the proposed site on the Stratford road.
    - 5.3 Councillor Jones also proposed an objection to the Snitterfield street site on the grounds that the Parish Council had already agreed to an affordable rural housing scheme, the ideal number of houses being 7, making up the allocation for 2031 to 32 houses. This was seconded by Councillor Clark and all were agreed.
    - 5.4 **It was resolved that:** The Council would object to the proposed site on Snitterfield Street.
    - 5.5 Councillor Jones also proposed supporting in principle any future development based on infill. This was seconded by Councillor Clark and all were agreed.
    - 5.6 **It was resolved that:** Hampton Lucy Parish Council supports in principle any future development based on infill.

Meeting closed at 21.55pm

John Dunkerton (Oct 1<sup>st</sup> 2019)

(Minutes of meeting held on Tuesday November 24<sup>th</sup> 2020 - this was a Zoom meeting that opened at 19.00pm)

**Present** - Councillors Jones, Matthews, Byrd, Clark and Kimberley together with Councillor Anne Parry (WCC) and 5 members of the public, one of whom insisted on remaining anonymous.

**1. Public participation in discussion of agenda items**

Councillor Jones confirmed that members of the public could contribute on agenda items.

**2. To receive apologies for absence.**

2.1 District Councillor Richards (email sent)

**3. To receive declarations of interest**

3.1 Councillor Matthews said the licence for the Parish Field had been drafted by her firm Wright Hassall.

**4. To resolve that the minutes of the following meetings are a correct record: January 28<sup>th</sup>, September 1<sup>st</sup>, September 22<sup>nd</sup> and October 19<sup>th</sup>**

4.1 Councillor Kimberley said that the month was wrong for the October 19<sup>th</sup> minutes and that the phrase 'by the environment agency' needed adding to 4.4 after 'called for'. Councillor Matthews proposed accepting these minutes with the amendment. This was seconded by Councillor Kimberley and all were in favour.

4.2 Councillor Kimberley then queried 15.2, 15.3, 15.4 and 16.2 of the September 22<sup>nd</sup> minutes. There was a discussion with the suggestion that the phrase 'of three people being insufficient for those checks' being added to 15.2. There was also concern about reporting the end of year accounts to the whole council but the Clerk explained that this happens every year anyway and the Chair suggested adding that 'this would enable councillors to carry out their due diligence and duties'. The Clerk pointed out that now was not the time to be revisiting the minutes all over again. There was another long discussion about other items. Councillor Matthews proposed accepting the minutes with the addition, pointing out that this meeting had already lasted 24 minutes and that we should move on. Councillor Jones seconded this and four councillors were in agreement. However, Councillor Kimberley still felt that the minutes were inaccurate.

4.3 Councillor Kimberley proposed accepting the minutes of September 1<sup>st</sup>. This was seconded by Councillor Matthews and all were in favour.

4.4 Councillor Matthews proposed accepting the minutes of January 28<sup>th</sup>. This was seconded by Councillor Clark and four councillors agreed. No response from Councillor Kimberley could be heard but she later confirmed her response as a 'no', spoken twice.

4.5 **It was resolved that:** The minutes of the above meetings are accepted with the amendments.

**5. To Receive an update on the S106 ideas for the playing field**

5.1 The Clerk explained that the proposed track would cost about £46,000 but he had been given ideas for applying for grants. He had also been given details of 'Parkours' equipment, a jumping game from Paris which looked promising. Lockdown had slowed progress on this work.

**6. To receive an update on Community matters, namely: NP Health Check by SDC, upgrading the Village Hall for disabled access and Licence for Access over the Parish Field to the School**

7.1 Councillor Matthews explained that the Neighbourhood Plan had gone to SDC for a 'Health Check' and the results should be back within 10 days. In addition, the village hall had been given £700 by WCC for disabled access and a grant of £14,000 from ACRE that needs matched funding. Also, the licence for access across the Parish Field to the school is now with WCC.

- 7.2 A member of the public asked about the impact of the reserve sites (SAP) consultation on the Neighbourhood Plan since there are now no sites identified within the SAP by SDC for housing, especially important for needed affordable housing.
- 7.3 Councillor Matthews stressed that while there were no sites identified with the SAP as suitable for housing in Hampton Lucy, this did not mean that there were no suitable sites and she suggested waiting until the health check is back where this point had been specifically raised by the Parish Council with SDC. Any possible sites could still be considered in the future.
- 7.4 Councillor Jones gave a personal thankyou to Councillor Matthews for her work on these items and in particular finishing the excellent work done by the Neighbourhood Plan group. Councillor Matthews echoed the comments about the neighbourhood plan group.

**7 To agree funding for a Parish Council Christmas Tree and competition**

- 7.1 The Clerk said that feedback from parishioners was in favour of a Village Christmas tree with a competition for a fairy or a star perhaps to go on the top. Councillor Jones agreed that we had already had some great competitions so far. He proposed up to £200 for a Village Christmas tree and competition. This was seconded by Councillor Byrd and all were agreed.
- 7.2 **It was resolved that:** The Council spends up to £200 on a Village Christmas tree and a competition.

**8 To agree use of the Science Fund for a ‘Virus Poster’ competition for young people**

- 8.1 The Clerk said that he had been approached by SDC to see if the village hall could be used as a coronavirus vaccination centre. He thought it would be a good idea to have some artwork on display in case this happened and suggested a Virus poster competition for young people using some of the funds donated by Sir Ian Wilmut (co-creator of ‘Dolly the Sheep’). This would help to encourage an interest in Science (Sir Ian had been born in Hampton Lucy Parish).
- 8.2 Councillor Matthews proposed accepting this idea. This was seconded by Councillor Byrd and all were agreed.
- 8.3 **It was resolved that:** The Council uses some of the Science fund to sponsor a virus poster competition for young people.

**9 To agree an ‘Identify the Place’ competition, based on a Calendar from the local area sold for Charity**

- 9.1 Councillor Jones explained that he had produced a calendar with photos from the area and would like to sell it with funds going towards the Parish. He is putting up a prize for people to identify the places in the photos.
- 9.2 A member of the public thought it was a good idea as did Councillor Byrd. The Clerk also offered to put up a prize. Another member of the public suggested a leaflet drop, Facebook and the Grapevine to advertise this.
- 9.3 Councillor Matthews proposed accepting this idea. It was seconded by Councillor Byrd and all were agreed.

**10 To receive an update on speeding vehicles in the village and agree action on ‘overweight’ lorries going over the bridge**

- 10.1 The Clerk said that there was now a Community Speed Watch group but training would not happen until the new year. Phil Heron had offered to act as coordinator. PCSO Liam Allen had suggested linking with Charlecote. Councillors Jones and Matthews both felt that this was a good idea.
- 10.2 The Clerk then explained that the Warwickshire Police website had ‘Operation Snap’ (<https://www.warwickshire.police.uk/operationsnap>) for traffic violations such as heavy lorries going over the bridge or taking the wrong route. Parishioners need to carry a camera with them and photo or film any traffic violation they were not happy with. They then upload this on to Operation Snap and a traffic officer will view the footage and decide what action needs to be taken. This could

be especially useful for Hatton Rock residents who have concerns about heavy lorries causing congestion or accidents on or near the Stratford Road.

10.3 The Clerk also explained that a heavy lorry bound for Valefresco recently got stuck in the village and Ian Hammond at Valefresco was pleased to be informed because it was a new firm that had got lost.

**11 To agree action on parking on Bridge Street for volunteer footpath work on Scar Bank**

11.1 The Clerk explained that there had been some unpleasantness resulting in volunteers working for WCC footpaths not returning to the village. Alf and Elaine Rajkowski had kindly offered parking in the interim while the problem was sorted.

11.2 A member of the public from Bridge Street explained that he had no objection to the land being used for car parking but it was originally meant for residents' parking.

11.3 Another member of the public said that the land was an access road for council houses and there used to be a sign saying no parking.

11.4 The Bridge Street resident replied, saying that he had a conveyancing document showing residents' parking. Councillor Jones said that he would like to see this out of interest.

**12 Opportunity to propose agenda items for the next Parish Council meeting or raise matters for the notice of the Council**

12.1 A member of the public said he would like to see a 40mph limit between Charlecote and Hampton Lucy but the Clerk explained that he had had this conversation before with WCC Highways and it was 60mph because it was not a residential area. The Clerk offered to revisit this idea.

12.2 Councillor Matthews said there would be a neighbourhood plan update on the next agenda.

**13 Planning**

13.1 None.

**14. To receive a report from County Councillor Anne Parry**

14.1 **Community Grants** - delighted to advise that the second round of community grants were confirmed earlier this month and I have been able to award £100 for the repair of the village church clock and a contribution of £700 to the John Lucy Trust to go towards an enhanced entrance to Hampton Lucy Village Hall to provide a disabled access and railing which will encourage more use of the hall.

14.2 **Coronavirus** - we are now in our third week of Lockdown and the news with regard to our district figures is that the number of cases are decreasing which is expected and encouraging in equal measures. Based on figures received today there have been 80 new cases testing positive recorded in the last four days across SDC district so the rate is now 101.5/100,000 with no further fatalities in Stratford District over the last week. This now compares to an infection rate of 199.6/100,000 in Warwick District. North Warwickshire Borough Council: 320.2/100,000; Nuneaton & Bedworth Borough Council: 324.9/100,000 and Rugby Borough Council: 221.1/100,000. The county's figure is currently 223.4/100,000 and there is a view that the government are likely to impose public health geography tiers at the end of the lockdown - which in our case would be across the whole of Warwickshire and could therefore be Tier 2 rather than Tier 1. However, there is lobbying activity going on in view of the difference in case numbers between the south and the north of the county. In a nutshell we need the case numbers to drop dramatically in the north - and will know more by the end of the week.

14.3 The situation regarding the open 406 SWFT Hospital Beds has seen a slight increase of Covid inpatients with 26 (22) confirmed cases of COVID-19 and six (5) patients in ICU with last week's figures in brackets. There are 59% of SWFT hospital beds occupied by Non-COVID-19 patients which demonstrates that other procedures and treatments are continuing however there are 7% beds occupied with confirmed COVID-19 patients and 15% beds occupied with suspected COVID-19 patients

and a spare capacity of 19% beds. The cumulative deaths across Stratford District from the start of this second wave (28th August 2020) is still 12, with eight occurring in care homes and four in hospital, out of a total of 213 all cause deaths in the district for this new second wave period.

- 14.4 New Mega Testing Lab** - WCC is delighted that the government has selected Leamington Spa as one of two sites for a new Mega Testing Lab which is set to generate 2000 new jobs with a broad range of skillsets, entry level jobs to highly specialised roles and managerial positions - details can be found at <https://www.ttlaboratoryjobs.com> .
- 14.5 School Holiday Meals** - pleased to advise and confirm that children in Warwickshire will not be going hungry over the school holidays. The Warwickshire Local Welfare Scheme run by Warwickshire County Council, which has already provided £450,000 of support to families through the Covid period, is continuing to support our most vulnerable residents. Children who are registered for free school meals will continue to receive financial support through the school holidays. The Scheme not only benefits those children eligible for free school meals, but also their younger non-school age siblings aged 2 years or above. It's not just over the recent October half-term, but over all other school holidays as well.
- 14.6** Councillor Jones thanked Councillor Parry for the regular WCC Facebook updates.

**15 To receive a report from District Councillor Peter Richards**

- 15.1 Absent but email sent** - The word unprecedented tends to be overused in today's world, but it is fair to say that 2020 has been like no other. A full national lockdown from March through to June followed by tiered lockdowns and a second national lockdown has focused SDCs agenda almost entirely on our response to the pandemic. At the time of writing the Council's offices remain closed until the 2nd December, however services remain with officers of the Council continuing to work from home. The District Council will maintain as many services as possible during the lockdown and all will be reinstated when the lockdown is lifted.
- 15.2** Our contact centre remains open for residents to continue to speak by telephone to staff at our office on 01789 267575 and customers will still be able to access many services online at [www.stratford.gov.uk](http://www.stratford.gov.uk)
- 15.3 Covid Business Support** - for those business' forced to close as a result of the latest national lockdown, Stratford-on-Avon District Council will once again be administering business support grants. Businesses that meet the criteria, will now be able to receive grants worth up to £3,000 a month. To be eligible for the grant, the business would need to have been open as usual and providing in person services to customers but has been required to close due to the second national lockdown. Eligible businesses must have been closed for the entirety of the lockdown period. Businesses required to close due to the new national restrictions will be eligible for the following:
- Businesses occupying a premises with a rateable value less than or equal to £15,000 may claim £1,334 per month or £667 per 2 week period of closure
  - Businesses occupying a premises with a rateable value between £15,000 up to a value of £50,999 may claim £2,000 per month or £1,000 per 2 week period of closure
  - Businesses occupying a premises with a rateable value of exactly £51,000 or above may claim £3,000 per month or £1,500 per 2 week period of closure. Full details and a application form can be found here: [www.stratford.gov.uk/coronavirus/local-restrictions-support-grant-national-lockdown.cfm](http://www.stratford.gov.uk/coronavirus/local-restrictions-support-grant-national-lockdown.cfm)
- 15.4 Site Allocations Plan** - The Council is responsible for preparing Plans that will shape the future of the District by identifying sites for future development. These Plans also contain policies that the Council will use to judge planning applications. The latest Site Allocations Plan is an additional Plan that will sit alongside the existing Core Strategy and will enable residents, businesses and communities to know where new development may occur in the future. The Plan includes a range of proposals across the District relating to:

- Reserve Housing Sites
- Self and Custom Build Housing sites
- Built-up Area Boundaries
- Employment Enabling Sites
- A46 Safeguarding
- Plus a number of other site specific proposals including sites for employment and regeneration

**15.5** The latest version of the SAP is now out to consultation until Friday 18 December 2020. The best way to view the consultation documents is online at [www.stratford.gov.uk/sappo](http://www.stratford.gov.uk/sappo) . Please do let your views be known but responding to the consultation.

**15.6 Joint Waste Contract with WDC** - On Monday 9 November, Stratford-on-Avon District Council's Cabinet approved proposals for a joint waste and recycling contract with Warwick District Council. Part of the new contract proposals includes the introduction of a joint 123+ services - moving to a 3 weekly collection of residual waste to encourage further recycling. The recommendation, subject to Warwick District Council adopting the same recommendation at their Executive meeting on 18<sup>th</sup> November, will now go to Full Council for approval. Both Warwick and Stratford-on-Avon District Councils are committed to improving their services for the residents of South Warwickshire and are investigating joint working and shared services.

**15.7** Management roles in ICT and Neighbourhood Services are already being shared across the two councils, as is the prospect of a joint Local Plan for our communities, to secure long-term benefits. Combining waste collection under one contract, is the next service to be proposed for joint working by both councils. The contracts for both councils finish around the same time, which presents an opportunity to review procuring a combined service across the whole of South Warwickshire, serving 126,000 households. A new contract would focus on achieving both environmental and financial benefits; encouraging residents to increase their household recycling, reduce residual waste and reduce the cost of treating and disposing of rubbish. In addition, it will support the ambition of both councils to achieve carbon-neutral status for their districts by 2030.

## **16 To agree the Terms of Reference of the Finance and Planning Committees**

**16.1 Planning Committee** - Councillor Kimberley asked for clarification about the membership of the Planning committee. Councillor Jones confirmed that the committee would have a Chair and a Vice-Chair but the wording needed tidying up. Councillor Kimberley queried the membership of the committee being a maximum of three, this not being sufficient and four would be more practical. There was then a long discussion with Councillor Jones confirming that if people cannot meet, another councillor could attend.

**16.2 Finance Committee** - Councillor Matthews was happy with this but wanted a clearer definition of best value. She offered to send the definition from the government website to the Clerk. Councillor Kimberley queried Item 4 of responsibilities 'recommending the level of precept' and suggested that Item 1 'reviewing the Council's banking arrangements' should also be a recommendation to the whole Council. Councillor Jones was happy with the committee making a recommendation to the whole Council and the Clerk offered to check this with the Financial Regulations.

**16.3** Councillor Clark proposed accepting these terms of reference with the suggested amendments. This was seconded by Councillor Byrd. All were agreed for the Finance Committee but Councillor Kimberley abstained for the Planning Committee.

**16.4** **It was resolved that:** the proposed terms of reference with the amendments are accepted.

## **17 To agree the role of individual councillors and Hampton Lucy Parish Council together with membership of the Finance and Planning Committees**

**17.1** Currently, the Finance Committee is made up of Councillors Jones, Clark and Byrd. Councillor Jones suggested keeping the status quo. Councillor Clark and Councillor Byrd were both happy to carry on.



- 17.2 Councillor Jones explained that the planning committee had four members and it needed to be reduced to three. He asked that councillors wanting to serve on the planning committee should send in their reasons for wanting to be on this committee. This would then be an agenda item for the next meeting.
- 17.3 Councillor Kimberley suggested that bank signatories should go on the next agenda.
- 18 **To agree the first agenda items of the Finance Committee as the Remit of the Internal Auditor, the Risk Assessment document and reporting Finance at meetings**
- 18.1 The Clerk explained that these items had been suggested by Councillor Kimberley but they were more appropriate for the Finance Committee. Councillor Kimberley said that she had sent in some information on this.
- 19 **To agree the formation and membership of a Vexatious Correspondence Committee**
- 19.1 Councillor Jones asked if it was needed and why not convene a committee as needed.
- 19.2 Councillor Matthews agreed and the Clerk explained that terms of reference were not needed as there was already a policy to follow.
- 19.3 Councillor Jones suggested having a committee when needed with the most relevant councillors. Councillors Clark and Matthews agreed.
- 20 **Payment authorisations: Clerk's expenses £36 (£20 prize for Halloween, minute book £3, paint for notice board £13)**
- 17.1 This was authorised and Councillor Jones said that he would forward the bill for the Zoom payment.
- 21 **To agree the annual grant of £100 for the Village Enhancement Group**
- 21.1 Councillor Jones proposed that this payment should be £150. This was seconded by Councillor Byrd and all were agreed.
- 21.2 **It was resolved that:** The grant to the village enhancement group be paid but increased to £150 pa.
- 22 **To agree £1815 for the replacement of two obsolete streetlights in Snitterfield Street by WCC**
- 22.1 Councillor Jones proposed accepting the replacement. This was seconded by Councillor Matthews and all were agreed. Councillor Byrd suggested choosing a green coloured pole.
- 22.2 **It was resolved that:** The two obsolete streetlights are replaced as soon as possible by WCC.
- 23 **To agree the 2020/2021 pay rise of 31p per hour for the Clerk**
- 23.1 Councillor Kimberley suggested that this should be discussed in private but the Clerk was happy to talk about 31p in public. Councillor Jones proposed accepting this increase. This was seconded by Councillor Clark and all were agreed.
- 23.2 **It was resolved that:** The increase in the Clerk's pay be accepted.
- 24 **Financial Position (Bank Statements / HSBC website) - bank reconciliation is correct on November 14<sup>th</sup>**
- 23.1 This was fine and the Clerk explained that some unspent funds had been moved into the playing field account.

Meeting closed at 20.35 pm

John Dunkerton (December 18<sup>th</sup> 2020)

Dates of next meetings for 2021: Jan 26<sup>th</sup>, March 23<sup>rd</sup>, May 25<sup>th</sup>, July 27<sup>th</sup>, Sept 28<sup>th</sup>, Nov 23<sup>rd</sup>.

## Cathy Kimberley

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**From:** Cathy Kimberley [REDACTED]  
**Sent:** 10 March 2020 07:59  
**To:** [REDACTED]  
**Subject:** FW: Policy H7 - Site Allocation  
**Attachments:** BRW7440BBC11D05\_000557.pdf; Hampton Lucy - rural affordable housing  
**Importance:** High

Dear All,

[REDACTED] and I had a meeting with Neil Pearce yesterday and he has raised very important issues with regard to the allocated site for affordable housing (see his email below).

These matters can only be decided by the PC, so the proposal is that an informal meeting is arranged between Neil and the PC so that the specific issues can be discussed in detail, prior to any formal decision being taken at a PC meeting. Do you wish this to be arranged? I shall ask Neil for his availability during the next two weeks.

[The email from [REDACTED] to which Neil refers has also been attached.]

NB. Neil's review of Policy H7 (based on the current site proposal) is not attached here as Carol also needs to review the final wording; also it is pending any decision made by the PC regarding the above.

Regards,  
Cathy  
[REDACTED]

---

**From:** Neil Pearce [REDACTED]  
**Sent:** 09 March 2020 13:57  
**To:** Cathy Kimberley [REDACTED]  
**Subject:** Policy H7 - Site Allocation

Hi Cathy,

Please find attached my review of Policy H7 which seeks to allocate land off Snitterfield Street.

Can I just identify an issue here too.

You appear to be allocating a relatively unpopular site locally (based on your local consultation) and a site which I assessed back in June 2016 as having limited potential.

Also based on the latest local housing needs evidence see email from [REDACTED] – the site you have chosen is not large enough to accommodate the local need which suggests 15 affordable homes are currently required.

If you are going to continue to allocate this site my advice is ideally to make the site bigger (see attached plan). However, if there is no appetite for this I would suggest an alternative site altogether or an additional site to make up the numbers.

The allocation of this site is also likely to be screened into the SEA process and therefore require an Environmental Impact Assessment (EIA) because of its sensitivity to heritage assets (conservation area and listed building).

Best wishes

Neil



Neil Pearce BA(Hons) DipTp MRTPI  
**Avon Planning Services Ltd - Planning & Development Consultants**



**RTPI**

Chartered Town Planner



**Think of the environment.  
Please avoid printing this e-mail unnecessarily**

**Option 2**

Find additional site (or alternative site)

**OPTION 1**

enlarge site

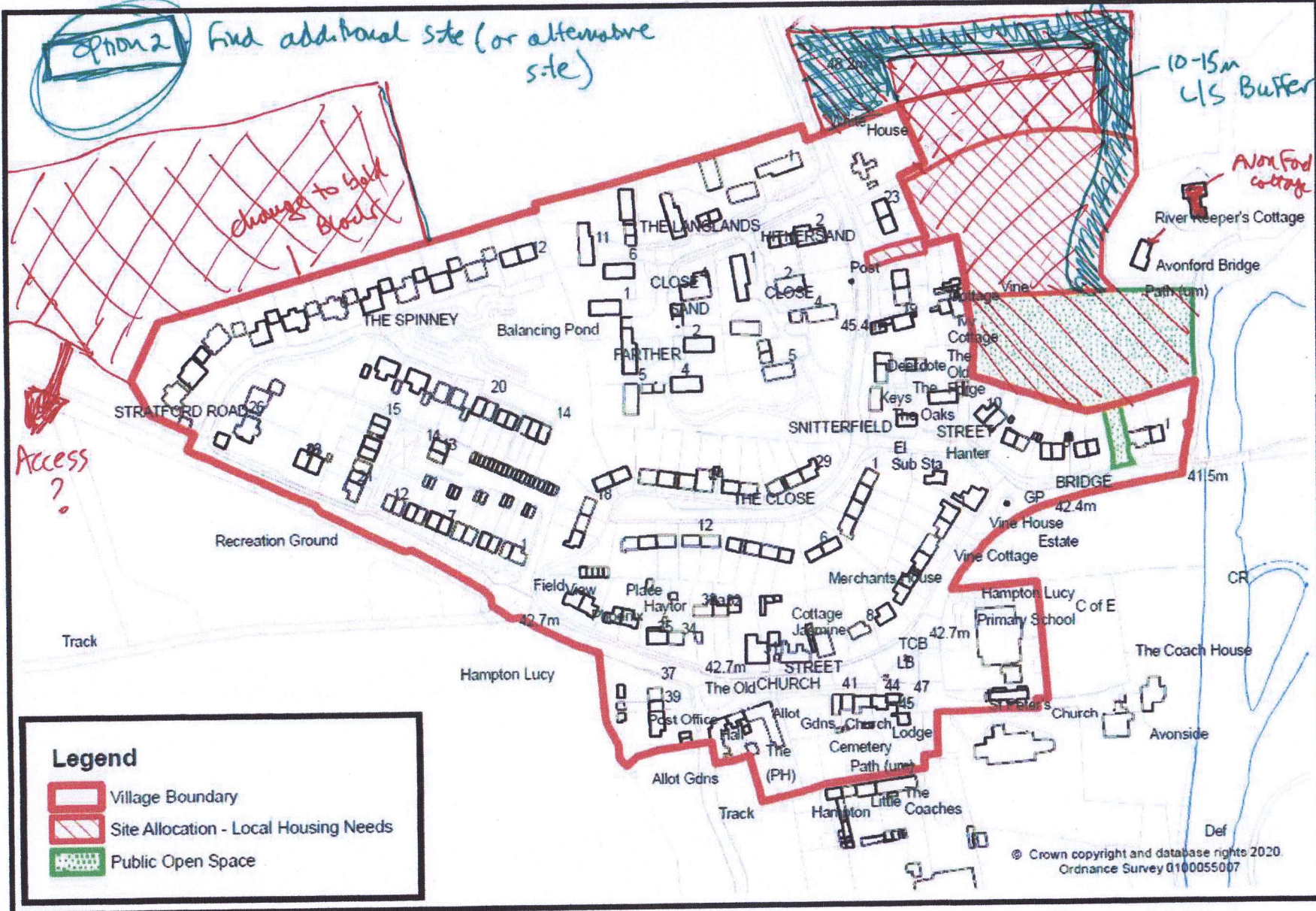
10-15m LIS Buffer

Avonford cottage

listed building  
Map out of date?

change to bold blocks

Access ?



**Legend**

- Village Boundary
- Site Allocation - Local Housing Needs
- Public Open Space

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# Proposed Submission Site Allocations Plan Representation Form



**Deadline for submitting representations:  
5.00pm on Friday 20 September 2019**

**You should use this form for submitting representations as this will assist all parties involved in the Examination process, in particular the Inspector, to understand what case you are making and, where applicable, how you wish the Plan to be modified.**

Please submit your representation(s) in **ONE** of the following ways:

**Do it online** - use our INTERACTIVE DOCUMENT which allows you to click on specific sections and comment online or use the online Representation Form at [www.stratford.gov.uk/siteallocations](http://www.stratford.gov.uk/siteallocations)

**Do it by email** - download and fill in a Representation Form and email it to [policy.consultation@stratford-dc.gov.uk](mailto:policy.consultation@stratford-dc.gov.uk)

- Representation Form - pdf to download
- Representation Form - Word version (Save this RTF document as Word.doc to reduce memory size)

**Do it by post** – send your completed Representation Form to: Planning Policy, Stratford-on-Avon District Council, Elizabeth House, Church Street, Stratford-upon-Avon, CV37 6HX or print off and complete a Representation Form and hand it in at the District Council offices at Elizabeth House, Church Street, Stratford-upon-Avon, CV37 6HX

**Guidance on completing this Form is available at: [www.stratford.gov.uk/siteallocations](http://www.stratford.gov.uk/siteallocations)**

**The Representation Form has two parts:**

**Part A: Contact Information**

- You must provide a contact name and address.
- You do not need to complete Part A more than once but please ensure you state your name and organisation as applicable at the top of each Part B form you submit.
- Please tick whether you wish to be notified of subsequent stages of the Site Allocations Plan.

**Part B: Your Representation**

- Complete a separate Part B of the Representation Form for each representation you wish to make.
- Please include your name and organisation and the relevant question number on any additional sheets you submit.
- Please refer to the guidance notes on making representations so that they address issues of legal compliance and/or soundness.
- You should cover succinctly all the information, evidence and supporting information necessary to justify your representation and the suggested modifications, as there will not normally be a subsequent opportunity to submit additional material. Further submissions will only be accepted at the request of the Inspector, based on the matters and issues he/she identifies for examination.
- You must sign the declaration at the end of each Part B form you submit.

**Please note that when representations are submitted to the Secretary of State with the Site Allocations Plan only Part B of the form will be published.**

## PART A: Contact Information

**For official use only**

Ref: /

You must provide a contact name and address.  
Please complete Part A in BLOCK CAPITALS as appropriate.

Please use black font or pen throughout

	Person/Organisation	Agent (if applicable)
<b>Title</b>	Dr	
<b>First Name</b>	John	
<b>Last Name</b>	Dunkerton	
<b>Job Title</b>	Parish Clerk	
<b>Organisation</b>	Hampton Lucy Parish Council	
<b>Address</b>	[REDACTED]	
<b>Postcode</b>		
<b>Telephone</b>		
<b>Email</b>		

### Notification of subsequent stages of the Site Allocations Plan

Please specify if you wish to be notified of any of the following:

Submission of the Site Allocations Plan for independent examination	<b>Yes</b>
Publication of the recommendations of the person appointed to carry out an independent examination of the Site Allocations Plan	<b>Yes</b>
Adoption of the Site Allocations Plan	<b>Yes</b>

### How we will use your details

Please note that your response will be published on the District Council's website. However, this will exclude the postal address, telephone number and email address of individual respondents. The details of respondents will only be retained by the District Council for the purposes of consulting on Development Plan and supplementary documents and will not be used for any other purpose.

## PART B: Your Representation

Please use a separate form for each representation

Please use black font or pen throughout

**For official use only**

Ref: /

**Duly Made:** Yes  
No

Name of Person / Organisation (if appropriate) making representation:

<b>Name:</b>	<b>John Dunkerton</b>
<b>Organisation</b>	<b>Hampton Lucy Parish Council</b>

**1. To which part of the Proposed Submission Site Allocations Plan does this representation relate?**

<b>Policy/Proposal Reference</b>	See below
<b>Section/Paragraph Number</b>	
<b>Map Reference</b>	
<b>Annex / Appendix Number</b>	

**2. In respect of this part of the Plan, do you consider the Proposed Submission Site Allocations Plan is:**

(a) Legally compliant?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(b) Compliant with the Duty to Co-operate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(c) Sound?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

The considerations in relation to the Site Allocations Plan being compliant or sound are explained in the Guidance Note available at [www.stratford.gov.uk/siteallocations](http://www.stratford.gov.uk/siteallocations).

If you have answered **No** to Question 2(a), please go to Questions 3 and 4.

If you have answered **No** to Question 2(b), please go to Question 5.

If you have answered **No** to Question 2(c), please go to Questions 6, 7 and 8.

Otherwise, please go to Questions 9, 10 and 11.

**3. In what way do you consider this part of the Site Allocations Plan is not legally compliant? Please be as precise as possible.**

--

Continue on a separate sheet/expand box if necessary

**4. What modification do you consider is necessary to make the Site Allocations Plan legally compliant? You should explain why this modification would make the Plan legally compliant.**

It will be helpful if you are able to put forward your suggested revised wording of any policy or text. Please be as precise as possible.

Continue on a separate sheet/expand box if necessary

**Please ensure you sign the declaration at the end of the Form**

**5. In what way do you consider this part of the Site Allocations Plan is not compliant with the Duty to Co-operate? Please be as precise as possible.**

It should be noted that any non-compliance with the Duty to Co-operate is incapable of being resolved through modification at the Examination.

Continue on a separate sheet/expand box if necessary

**Please ensure you sign the declaration at the end of the Form**

**6. In what respect do you consider this part of the Site Allocations Plan is unsound?**

- |       |                                     |                          |
|-------|-------------------------------------|--------------------------|
| (i)   | Not positively prepared             | <input type="checkbox"/> |
| (ii)  | Not justified                       | <input type="checkbox"/> |
| (iii) | Not effective                       | <input type="checkbox"/> |
| (iv)  | Not consistent with national policy | <input type="checkbox"/> |



**7. In what way do you consider this part of the Site Allocations Plan is unsound? Please be as precise as possible.**

If you wish to comment on more than one of the four matters of soundness in relation to a specific aspect of the Plan, please complete a separate Part B sheet for each one.

Continue on a separate sheet/expand box if necessary

**Please ensure you sign the declaration at the end of the Form**

**8. What modification do you consider is necessary to make the Site Allocations Plan sound, having regard to the test you have identified at Question 6?**

You should explain why this modification would make the Site Allocations Plan sound. It will be helpful if you are able to put forward your suggested revised wording of any policy or text. Please be as precise as possible.

Continue on a separate sheet/expand box if necessary

**Please ensure you sign the declaration at the end of the Form**

**9. In what way do you support the legal compliance or soundness of the Site Allocations Plan?**

See below for boxes 9, 10 and 11.

Continue on a separate sheet/expand box if necessary

**Please ensure you sign the declaration at the end of the Form**

**10. Does your representation relate to another document associated with the Site Allocations Plan, e.g. Sustainability Appraisal, Strategic Housing Land Availability Assessment? If so, please specify below with your comments on it.**

**Strategic Housing Land Availability Assessment**

Response of Hampton Lucy Parish Council to the Secretary of State under the Site Allocation Plan Regulation 19,20, and 35 of the Town and Country Planning (Local Planning) (England) Regulations 2012

The Parish Council ('the Council') here formally responds to the proposal of Stratford District Council (SDC) in connection with its proposed Site Allocation Plan (SAP) for the Parish following listening to the views of a large number of interested parishioners who attended a public meeting and also taking into account the results of a Neighbourhood Survey in November 2016 under which potential housing sites were considered.

The two approved sites are Site 4 (land adjacent to the playground off Church Street) for a potential self-build and Site 3 (land at the rear of a row of houses in Snitterfield Street) the reserve site.

The Council requests the Secretary of State to take into account the fact that the Hampton Lucy is a Category 4 village under Policy CS16 for which 'no more than 8%' additional homes would be required between 2011 and 2031, giving a total of additional housing of 'up to' 32 homes.

There has already been a development in the village completed after 2011 of 25 homes, including affordable housing, so the contribution of additional housing under the Core Strategy should be up to no more than 7 new homes.

The proposed sites have both been classified as 'amber' rather than 'green', thus, with SDC's acknowledgement neither are ideal for housing development.

SDC has stated that as of the 31<sup>st</sup> March 2019, the 5-year housing supply (for the period 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2024) for houses either built or consented currently stands at over 6.5 years.

The Council has had regard to these factors in making its representation as follows:

The Council **OBJECTS** to Site 4 being a SAP site for Self-Build and Custom-build housing on the following grounds:

- It sits on the edge of the village conservation area and the building of new properties would impair the historic vista of the village and that of a number of listed buildings including the nearby Tudor cottages and the Grade 2\* listed church contrary to the Core Strategy CS1 and S66 (1) of the Planning (Listed Building and Conservation Areas) Act 1990;
- There is already history of the refusal of a planning application under applications 13/01946/OUT and 16/04015/OUT for Self-Build homes on this site. There has been no material change within the SDC or national planning policies since these refusals. The last delegated refusal cited that the development was not consistent with CS.15 & AS.10, did not comply with CS.9 & CS.5 and was contrary to CS.8. It is hard to imagine any further/new application for Self-Build houses on this site being able to address these grounds successfully.

Stratford-on-Avon District Council Proposed Submission Site Allocations Plan  
Representation Form – August/September 2019

The Council **OBJECTS** to Site 3 being a SAP site as a reserve housing site on the for the provision of some 15 homes on following grounds:

- The site sits adjacent to the edge of the conservation area on the approach of the village from Charlecote over a listed bridge with the development on a steep slope upwards so the houses will necessarily be at an elevated level clearly visible on approach. The same principles will apply as in the first bullet point above
- The access to the site is tight and difficult likely to cause traffic issues at an already difficult bottle neck in the village;
- We understand there could be logistical problems in the development of the site because of the nature of its steep aspect;
- Indeed, the grounds and policies stated above for historical planning refusals in respect to Site 4 would be largely applicable to a development within Site 3.

**HOWEVER**, the Council is aware of the need for affordable housing in the Parish and has been working with a housing association specialising in rural housing for the development of the site.

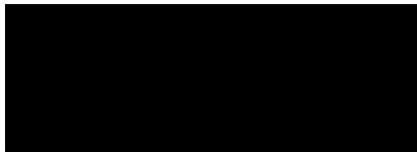
It would be open to the approval of the site being developed under a rural exemption, which we understand to be outside the Core Strategy Policy. The Council would be happy to support such a proposal, carefully planned to avoid the issues in the bullets above for the development of 7 properties and any other small infill opportunities within the current village boundaries.

#### **Summary**

The Council, whilst accepting that it potentially has to accommodate up to an additional seven properties under the Core Strategy for the period up to 2031, does not feel that the two amber rated sites proposed under the SAP are suitable or acceptable. Therefore, the council **OBJECTS** to both the sites proposed under the draft SAP. The Council are keen, however, to support housing provision for local parishioners with access to affordable and social housing. As this housing sits under a rural exemption, it does not have to be included in the SAP, and the council would support and work with such a provider/developer to provide seven such homes within the village.

**Please ensure you sign the declaration at the end of the Form**

<b>11. Do you wish to express an interest to participate in the Examination?</b>	
<b>Yes</b> , I wish to participate at the oral Examination	<input checked="" type="checkbox"/>
<b>No</b> , I do not wish to participate at the oral Examination	<input type="checkbox"/>
<p>If you wish to participate at the oral part of the Examination, please outline why you consider this to be necessary. Only where a modification is sought to the Site Allocations Plan is it appropriate for the representation to be heard at an Examination hearing session. Please note that the Inspector, not the District Council, will decide who should be invited to speak at the Hearing sessions and also which topics are to be covered at them.</p>	
<p>We, Hampton Lucy Parish Council, would like the opportunity to speak to support our objections to the allocations proposed within the parish by the SAP and SDC.</p>	

<b>Declaration</b>	
<p>I understand that all representations submitted will be made available for public inspection and will be identifiable to my name and organisation (if applicable).</p>	
Signature: Dr John Dunkerton (Parish Clerk)  	Date: 20/09/2019