

# AGENDA ITEM 8

## COMMUNITY GRANTS SUB-COMMITTEE

4<sup>th</sup> October 2016

**Present** – Councillors Brockbank, Hull, Lis, Mason, Myers and Solloway.

**Officers** – Partnerships Officer and Committee Officer.

Apologies for absence were received from Councillors Dawson and Morrell.

Start: 7.00pm

Finish: 7.25pm

Councillor Solloway arrived at 7.12pm

### Minutes for Report

CG.82

#### APPOINTMENT OF CHAIRMAN

**Resolved** – That Councillor Myers is appointed as Chairman.

CG.83

#### CONFIRMATION OF MINUTES

**Resolved** – That the minutes of the Sub-Committee's meeting held on 21<sup>st</sup> March 2016 are confirmed and signed as a correct record.

CG.84

#### COMMUNITY GRANTS FUND - APPLICATIONS

Further to Minute POL.756/16-17, at which Policy Committee had agreed to re-appoint the Sub-Committee to enable it to meet on one more occasion in 2016-17 to consider a final round of community grant applications, utilising uncommitted community grants allocation in the sum of £3,000 carried forward from the 2015-16 financial year, the Partnerships Officer submitted a report presenting six applications for grant assistance under the Council's Community Grants Scheme. Each application had been assessed using the criteria agreed by Policy Committee on 17<sup>th</sup> June 2014.

Copies of the appraisal forms for each application had been circulated with the Partnership Officer's report. In summary, the applications presented were as follows:

- (i) South Craven Community Library Services : New Signage – Project cost £350; amount requested £175.
- (ii) Sutton-in-Craven Parish Council : Inclusive Play Equipment for Sutton Park – Project cost £10,900.50; amount requested £1,000.
- (iii) Kettlewell Village Hall : Accessible Toilets and Showers – Project cost £48,808.00; amount requested £2,000.
- (iv) Craven Lawn Tennis Club : Two artificial Grass Courts – Project cost £22,500.00; amount requested £2,000.
- (v) Grassington Parish Council : Wharfedale Walking Festival Brochure 2017 – Project cost £1,000.00; amount requested £500.
- (vi) Hellifield Institute : Refurbish Toilet Facilities – Project cost £3,382.00; amount requested £1,691.

The Partnerships Officer pointed out that projects already in receipt of a ward member grant were not eligible to receive community grant funding, and that unfortunately the project seeking to provide inclusive play equipment for Sutton Park had already received a member grant. She also

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stated that bearing in mind the limited community grant funding available (£3,000), she had approached the ward members for Glusburn and Grassington to ascertain whether they would be willing to support the projects submitted by the South Craven Community Library Services and Grassington Parish Council through the ward member grant scheme. The ward members concerned had acceded to her request.

**Resolved** – That the position in respect of those applications submitted by the South Craven Community Library Services, Grassington Parish Council and Sutton-in-Craven Parish Council is noted, and that decisions on the remainder of the applications now presented for funding under the Community Grants Scheme are made as follows:-

- a. Kettlewell Village Hall – Grant awarded in the sum of £1,700 up to a maximum of 4% the project costs, whichever is the lesser amount, subject to receipt of confirmation of Kettlewell Parish Council support.
- b. Craven Lawn Tennis Club – Grant awarded in the sum of £800 up to a maximum of 4% the project costs, whichever is the lesser amount, subject to receipt of confirmation of Gargrave Parish Council support and clarification of costings.
- c. Hellifield Institute – Grant awarded in the sum of £500.

In drawing the meeting to a close the Chairman expressed his appreciation to all Members, past and present, who had served on the Sub-Committee, ward members who had supported projects within their wards and officers for their input and work on the Sub-Committee's behalf.

Chairman.

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## CRAVEN SPATIAL PLANNING SUB-COMMITTEE

6<sup>th</sup> September 2016

**Present** – The Chairman (Councillor Mulligan) and Councillors Barrett, Brockbank, Dawson, Madeley and Staveley.

**Officers** – Strategic Manager for Planning and Regeneration, Spatial Planning Manager, Temporary Planning Officer and Committee Officer.

Start: 6.30pm

Finish: 8.03pm

An apology for absence was received from Councillor Sutcliffe.

The minutes of the Sub-Committee's meeting held on 13<sup>th</sup> July 2016 were confirmed and signed by the Chairman as a correct record.

Urgent Item : The Chairman agreed that the following item should be taken as urgent business for the reasons stated.

Minute CSP.117 : Local Plan Preparation : Timetable – To enable Officers to inform the Sub-Committee of the reasons for a delay in the preparation of the draft local plan.

### Minutes for Report

CSP.114

### PUBLIC PARTICIPATION

The following persons addressed the Sub-Committee

a. Mr P Ward, Chairman of Gargrave Parish Council, commented on the conservation area appraisal for Gargrave pointing out that it failed to recognise traffic flow on the A65 which was a significant issue for the village. Speed activated signs were being sought and it was hoped that crossing points could be provided through funding from new developments. Comments prepared by the Parish Council on the appraisal were circulated and the Chairman indicated that they would be taken into account.

A draft neighbourhood plan for Gargrave had now been submitted and he expressed concern that provisions within that plan were not being accepted and incorporated into this Council's emerging local plan. In reply the Spatial Planning Manager pointed out that a neighbourhood plan could only be adopted following an examination in public and a referendum. The Gargrave Neighbourhood Plan Group had been provided with feedback on areas where it was considered the emerging neighbourhood plan would need to be adjusted, but had continued without incorporating that feedback into the draft plan prior to submission. For example the group had included a site located within Flood Zone 3b whereas within the emerging Local Plan the aim was to allocate sites within Zone 1.

b. Mr D Jordan of Giggleswick addressed the Sub-Committee seeking an assurance regarding the Council's plans for consideration of a consultant's report which he understood it had commissioned in respect of employment land. He referred to a potential site in Giggleswick which had been the subject of much debate and concern in the village and expressed the view that the Sub-Committee should read all representations in their entirety, not just an officer summary.

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c. Mr J Booth, representing Bradley Parish Council, stated that in preparing a neighbourhood plan the Parish Council, whilst keen to retain and improve the Conservation Area, was aware that there would be a need for new recreational facilities as well as housing, and inevitably those facilities and some new housing would need to be within the Conservation Area. The Parish Council therefore wanted to know this Council's intentions for the Conservation Area and to have a conversation regarding future provision for recreational and other facilities.

CSP.115

### **CONSERVATION AREA ASSESSMENT PROJECT**

The Strategic Manager for Planning and Regeneration submitted a report presenting the draft findings of the Craven Conservation Areas Assessment Project, a joint commission between this Council and Historic England.

In introducing the report the Spatial Planning Manager reported that a significant number of conservation areas within settlements outside the National Park had been designated several decades ago and appraisals prepared at the time were now of limited use for both plan making and for supporting development management decisions. Working jointly with Historic England a company had therefore been commissioned in March 2015 to undertake a Conservation Area Project comprised of three elements as follows:-

- To prepare draft Conservation Area Appraisals for 16 existing Conservation Areas that did not have an up to date appraisal in place. These were Burton-in-Lonsdale; Carleton; Cononley; Cowling; Eastby; Embsay; Farnhill; Gargrave; Ingleton; Kildwick; Kildwick Grange; Lothersdale; Low Bradley; Settle-Carlisle Railway (the area falling within the planning jurisdiction of Craven District Council); Sutton-in-Craven and Thornton-in-Craven.
- To undertake an assessment of the settlements of High Bentham, Low Bentham and Glusburn and to make recommendations on areas considered to be of sufficient merit to warrant Conservation Area designation and to suggest potential boundaries for consultation.
- To undertake an assessment of sites in the 2014 first draft of the Local Plan, where there is the potential for impact on heritage assets.

The Chairman welcomed to the meeting Ian Smith, Historic Environment Planning Adviser with Historic England who had been invited to the meeting to deliver a presentation on the purpose of the project and how the outcomes of the project could be used on an ongoing basis for managing the conservation and enhancement of historic assets in Craven. On conclusion of his presentation Mr Smith responded to Members' comments and questions.

An important element of the appraisals had been to identify and map open spaces around conservation areas based on the contribution they made to the setting of a conservation area, and it was pointed out that the appraisals would be used in the development management process. They were also being used as a tool in evaluating sites for possible inclusion in the Local Plan.

It was recommended and.

**Resolved** – (1) That the draft Conservation Area Appraisals, as set out in Appendix A to the Strategic Manager's report, for Burton-in-Lonsdale; Carleton; Cononley; Cowling; Eastby; Embsay; Farnhill; Gargrave; Ingleton; Kildwick; Kildwick Grange; Lothersdale; Low Bradley; Settle-Carlisle Railway (the area falling within the planning jurisdiction of Craven District Council); Sutton-in-Craven and Thornton-in-Craven are accepted into the evidence base for the Local Plan to assist in evaluating the potential impact that proposed development sites might have upon the character and setting of Conservation Areas within the Craven Local Plan area.

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(2) That the recommendations for suggested draft Conservation Area boundaries in the settlements of High and Low Bentham and Glusburn are noted and that the draft findings of the assessments for Conservation Area Designation as set out at Appendix B to the Strategic Manager's report are accepted into the evidence base for the Local Plan to assist in evaluating the potential impact that proposed development sites might have upon the character and setting of the potential Conservation Areas within these settlements.

(3) That, public consultation is carried out on the draft Conservation Area Appraisals for the settlements/areas detailed at (1) above and the proposed draft Conservation Area boundaries for High Bentham, Low Bentham and Glusburn following submission of the Local Plan.

(4) That the offer made by Mr Smith during the course of his presentation to deliver a training session for Members and officers on conservation areas and heritage assets is accepted.

CSP.116

### **DUTY TO CO-OPERATE**

#### a. Update

The Strategic Manager for Planning and Regeneration submitted a report advising Members on progress to date with meeting the Duty to Co-operate and to request confirmation of a Statement of Common Ground between the Yorkshire Dales National Park Authority and Craven District Council, a copy of which had been circulated with the report now presented.

It was pointed out that the duty to co-operate did not also represent a duty to agree and although progress had been made more discussions were to be had. Similarly if the Council could demonstrate that reasonable effort had been made to engage, the failure of others to respond or enter into a dialogue would not count against the Authority at the Examination in Public. As part of the work undertaken to date, a number of cross boundary issues had been identified and these were summarised in an Interim Duty to Co-operate Statement, copies of which had also been circulated with the Strategic Manager's report.

In responding to Members comments and concerns with regard to cross boundary issues, particularly with the Bradford Metropolitan area bordering South Craven, the Spatial Planning Manager pointed out that the papers now before the Sub-Committee were primarily concerned with process, the actual outcome of discussions would be presented within other documentation, for example within the infrastructure delivery plan.

It was recommended and

**Resolved** – (1) That progress made on meeting the Duty to Co-operate is noted and that further updates are presented to this Sub-Committee in due course.

(2) That the Draft Interim Duty to Co-operate Statement attached at Appendix A to the Strategic Manager's report now presented, including the need for further ongoing engagement with partners is noted.

(3) That the Statement of Common Ground between Craven District Council and the Yorkshire Dales National Park Authority submitted to the Yorkshire Dales Local Plan Examination in July 2016 as set out in Appendix 1 of the Draft Interim Duty to Co-operate Statement is confirmed.

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(4) That delegated authority is granted to the Strategic Manager for Planning and Regeneration to revise and update the Draft Interim Duty to Co-operate Statement as necessary, to form the Duty to Co-operate Statement to be submitted with the Local Plan for examination.

### b. South Pennines Memorandum of Understanding on Renewable Technologies

The Strategic Manager for Planning and Regeneration submitted a report presenting details of a memorandum of understanding between South Pennine Authorities which provided a framework for co-operation in relation to renewable energy and related policy development.

Members were reminded that whilst parts of the South Pennines area were subject to national landscape or conservation designations, substantial areas of the South Pennines had no special protection areas or designations. As such, issues of cumulative visual impact from wind energy proposals were potentially a major cross boundary issue. To address this potential issue a partnership of local authorities at officer level met regularly to share information / best practice, emerging policy and to discuss recent and future planning applications relating to renewable energy. This South Pennine Authorities Group had now established a memorandum of understanding to provide a framework for co-operation between South Pennine local authorities with regard to strategic renewable energy planning and development issues. This Council had been invited to sign the Memorandum on the basis of its non-core association with the Group.

By signing the Memorandum of Understanding, the Council would be committing to taking a partnership approach to working with authorities in the south Pennine area, to co-operate on planning issues that had clear cross-border effects and to share information on good practice. Whilst signing the Memorandum did not commit the authority to any common policy, it would help to demonstrate how the authority was fulfilling its duty to co-operate and the Council would still be able to develop local plan policies on renewables that were specific to Craven.

It was recommended, and

**Resolved** – That delegated authority is granted to the Strategic Manager for Planning and Regeneration to sign the South Pennines Memorandum of Understanding on Renewable Technologies on behalf of the Council.

CSP.117

### LOCAL PLAN PREPARATION - TIMETABLE

The Strategic Manager for Planning and Regeneration reported that earlier in the day an e-mail had been circulated to Members of Council advising them of the following recent developments which would delay preparation of the draft local plan.

- the Government's release of the latest demographic data which indicated a reduction in the trend on housing need which in turn would necessitate revisiting the strategic housing market assessment (SHMA) process.
- receipt of a late consultation response from Natural England requesting further assessment of the possible impact of emerging preferred sites in Giggleswick and Settle on the Long Preston Deeps Site of Special Scientific Interest; and
- advice received from the barrister advising the Council on preparation of the emerging plan regarding a number of areas in need of further work prior to submission.

The Strategic Manager for Planning and Regeneration pointed out that a further period of consultation would be required on the outcome of the SHMA review.

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## **DATE OF NEXT MEETING**

To be held at 6.30pm on a date to be agreed in consultation with all Members of this Sub-Committee; the agenda to include the outcome of the employment land review and the revised timescale for the publication of the draft Local Plan.

Chairman.