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Information on Parish Plans, Neighbourhood Planning and links to further information for Oake Parish Council to inform their debate on which route to take to influence development.

Neighbourhood Plans or Parish Plans, which is the right tool?

Neighbourhood Plans, Parish/Town/Village Plans, Design Statements, involvement in shaping Local Planning Policy (Core Strategy, Site Allocations Plan, Local Plan) or direct engagement with developers, are all tools which communities can use to influence development and some can be used to shape the social and economic wishes of your community, but it is important to establish which is right for the Parish.

1. What does the local planning policy say?

TDBC has an adopted Core Strategy; which is a statutory planning policy and is used to determine planning applications. The Core Strategy sets out the principles for development including which communities will have development and approximately how much.

Oake is a village with a settlement boundary. As such it has no allocations but it is acknowledged that there is scope for small scale development within the development boundaries (Policy SP1).

Outside of the settlement limit land is classed as Open Countryside. Policy DM2 defines what uses will be permitted in these locations. They include: Community Uses, Class B Business Use; Holiday & Tourism, Agriculture; forestry and buildings related such uses, Replacement Dwellings, Affordable Housing. All are subject to essential criteria (Policy DM2).

New development must promote sustainable development that creates socially cohesive and inclusive communities; reduce inequalities, promote well-being (Policy CP5). Development should contribute to reducing the need to travel, improve access to jobs; services and facilities, and mitigate and adapt to climate change (Policy CP6).

TDBC is on the verge of adopting the Site Allocations and Development Management Plan (SADMP), which allocates land for the development and provides detailed development management policies used in the assessment of planning applications.

This document does not allocate any development to Oake. This does not mean there will be no development in Oake, but any planning applications will be judged against what the Core Strategy and SADMP policies along with national legislation. The development boundary of settlements was reviewed as part of the Site Allocation Development Plan process and no changes to it have been proposed for Oake (see attached map for settlement limit). The SADMP has a number of Development Management Policies covering a wide range of matters from the number of parking spaces a development should have, to the amount of open space, to criteria for rural

workers dwellings and protection of community facilities. Some of these will be applicable to development in Oake Parish.

It is important to note that under the Regulations and Act a Neighbourhood Plan can not contradict statutory Planning Policy, National or Local.

2. What does your community want to achieve?

Allocate land for housing, employment, community facilities? Allocate additional development to the Local Planning Policy? Tackle the amount of Vehicle Traffic or Cycle Lanes? Influence the health of your community (green space, exercise)? Influence access to service and facilities (shops, allotments, buses)? Strengthen the sense of Community (events, clubs, support)? Secure a children's play area? Reduce amount of waste created by businesses and residents, tackle littering? Promote and develop tourism? Support local businesses?

A Neighbourhood Plan must be predominantly land use based, i.e. your plan can have an objective to encourage more participation in sport but it must be linked to delivery of a land-use based action, such as protection of existing playing field or provision of changing facilities for the playing field. It is important to know that the legislation states that a Neighbourhood Plan can not contradict Local Planning Policy but it can recommend more development or provide a further level of Oake specific detail to the Boroughs planning policy, such as the design and look of development, allocation of land for development or criteria for development. A Parish with an Adopted Neighbourhood Plan will receive 25% of CIL receipts from new development.

A Parish Plan can cover a broader range of issues (social, economic, as well as land use planning if appropriate), i.e. your plan can have an objective to encourage more participation in sport and that could be delivered by providing support to the local team, Fostering Community Spirit could be delivered through setting up monthly community events, Promoting/supporting local farmers or locally grown produce could be delivered by the Community shop sourcing produce from the Blackdown Hills and being a delivery/collection point for veg & meet boxes. A parish Plan can also be used to set priorities for the spending of CIL receipts. A parish without a neighbourhood plan will received 15% of CIL from new development (capped at £100 per council tax registered dwelling).

Affordable Housing can be delivered though undertaking a Needs Assessment and working directly with an affordable housing provider. Affordable Housing is something which the Core Strategy permits in rural areas. CIL is not charged on Affordable Housing.

Village Design Statement sets out how the settlement has developed and what are the key shapes, styles and materials of buildings and structures. This document can be used when assessing planning applications to steer the look, form and layout of a development. If the village(s) in the Parish have a Conservation Areas another option is to review the conservation area appraisal.

Whichever route you take you need:

1. A Plan Steering Group

It's important that you try to secure a broad membership for the Steering Group. Who has a range of connections within your community? Who has a broad range of contacts in your community? Who has specific skills which can help us with your

Plan? It's also important that you document who is on the steering group and why. It establishes transparency and will help prove evidence that the steering group is representative of the community.

2. Initial Scoping of Qualitative and Quantitative Information

To determine the vision, objectives and policies of your Plan you need to establish the issues which the Plan will cover. This comes from quantitative and qualitative information about the community.

It's important that when you are accumulating initial data about your communities you look at both at the quantitative (statistical; i.e. household profiles, landscape designation, employment in the area, Indices of Multiple Deprivation, demographics, services, community facilities) as well as the qualitative (broad range of residents, businesses, communities' groups' views) information about your Neighbourhood. The quantitative will supplement and enhance the qualitative information that you obtain from your community; to provide a comprehensive profile of your Neighbourhood Area.

Quantitative

Somerset Intelligence Network web site holds a range of statistical data and intelligence from a range of organisations. There will be a significant amount of data at a Ward and Parish Level in the Neighbourhood Profile sections -

<http://www.sine.org.uk/>

Census 2011 data <http://www.ons.gov.uk/ons/guide-method/census/2011/index.html>

TDBC has a range of documents and data from Flood Risk and Habitat Assessments to Playing Pitch Quality Audits and Landscape Character Assessments as well as numbers of people on the electoral role. Extracts from these can be provided; due to the variety of data please e-mail to discuss what information you may require so we can be clear what TDBC have and how long it will take to extract and send the data.

Qualitative

How you establish the qualitative information is up to you, there are a variety of ways to gather qualitative information. Wiveliscombe spent 6 months drafting a paper questionnaire which went out to all people on the electoral register and businesses in their Neighbourhood Plan Area. The Questionnaire contained c.25 questions and covered a range of topics including Affordable Housing, Employment, Community Services and Facilities, Youth and Open Market Housing. Wiveliscombe Primary and Secondary School set a question each for the survey. Wellington used the Town Council Web site, their Twitter and Facebook accounts to establish what residents and businesses think are the issues for their area. Other options included a) consultation day event; a day in a village hall with maps, post it notes and questions centred on land-use planning. b) Drop in session to find out about Neighbourhood Planning and get residents views on issues. However you scope qualitative information it is important that you make clear what a Neighbourhood Plan can and can not do (i.e. Neighbourhood Plan must be primarily land use, social issues (unless linked to land use i.e. increased participation in sport – deliver changing pavilion and protect village recreation ground from development) are for a Parish Plan).

If you have an existing Parish Plan, this may be a good starting point for discussion and establish if issues are still relevant to the community.

3. What resources (people, financial) are available?

A Neighbourhood Plan requires a significant amount of time (average 2 years) and expertise (technical and administrative). There are legal requirements and processes, technical documents (i.e. Sustainability Appraisal, Ecological Assessments, Flood Risk Assessment, etc). Department for Communities and Local Government have estimated that each Neighbourhood Plan could cost the community between £17,000 and £200,000 depending on the scope and complexity of the Plan.

The Borough Council is required to pay for some of the legal requirements of a Neighbourhood Plan such as: the statutory consultation at designation of the Neighbourhood Plan Area and Submission, the examination and referendum, but the rest of the costs are borne by those undertaking the Neighbourhood Plan, in this case the Parish Council.

A Parish/Town Plan could take the same amount of time but cost are lower at between £2,500 and £10,000 (Maidstone Borough Council assessment of parish Plans in 2006). There are no legal requirements or processes for the plan to go through, although there are recommended procedures.

A Village Design Statement or review of the Conservation Area could take about 12 months. There are guidelines to follow and statutory consultation procedures to put proposed amendments through.

There is no financial support from TDBC at present but Central Government currently has two funding streams open to communities undertaking Neighbourhood Plans, a grant and direct support scheme. This is being delivered through Locality and details of the scheme can be found at: <http://mycommunityrights.org.uk/neighbourhood-planning/>

TDBC will assist, where it can, with whichever option you choose. For example, we can share any data we hold, mapping information, and support statutory consultation.

Web links to useful publications and organisations:

Government Initiatives, Regulatory matters and/or Best Practice

New web link for Neighbourhood Planning on Gov.uk

<https://www.gov.uk/neighbourhood-planning>

Useful links to good best practice across the country are in the Planning Advisory Service website: <http://www.pas.gov.uk/pas/core/page.do?pagelid=1562794>

Matters covered include; Guidance for Qualifying Bodies, Community Led Planning – alternatives to NPlans, Building Working Relationships, Early Engagement, Different Approaches to NPlanning, Councillor involvement and Community Impact.

Government Grants for Neighbourhood Planning - Details on application process are available on the My Community Rights web site:

<http://mycommunityrights.org.uk/neighbourhood-planning/>

CPRE Guide to Neighbourhood Planning -

<http://www.cpre.org.uk/magazine/features/item/2350-planning-help-supporting-communities-and-neighbourhoods-in-planning>

Historic England guide for neighbourhood planning -
<https://historicengland.org.uk/advice/planning/plan-making/improve-your-neighbourhood/>

Locality Road Map for Neighbourhood Planning -
<http://locality.org.uk/resources/neighbourhood-planning-roadmap-guide/>

RTPI Planning Aid - <http://www.rtpi.org.uk/planningaid/>

Planning Advisory Service – www.pas.gov.uk and Neighbourhood Planning
<http://www.pas.gov.uk/pas/core/page.do?pageId=1175309>

Localism Act and regulations -
<http://www.legislation.gov.uk/ukpga/2011/20/contents/enacted> and
<http://www.communities.gov.uk/publications/planningandbuilding/introductionneighbourplanning> and <http://www.legislation.gov.uk/uksi/2012/637/contents/made>

Parish Plan Guidance: Community First -
<http://www.communityfirst.org.uk/index.php/community-development/community-first-parish-plan-help>

The Countryside Agency Guidance on Parish Plans -
<http://www.cprelancashire.org.uk/uploads/reports/Parish%20Plans%20-%20Guidance%20for%20town%20and%20parish%20councils.pdf>

Community Council Guide for Parish Plans -
<http://www.essexrcc.org.uk/Docs/Community%20Led%20planning/Parish%20Plans%20%28essex%20rural%291%20%283%29.pdf>

CPRE Plan Template for Parish Plans -
<http://www.parishplanning.co.uk/casample.pdf>

Community Council for Village Design Statements -
<http://www.essexrcc.org.uk/Docs/Community%20Led%20planning/VDS%20Info%20Pack.pdf>

I hope the above proves useful to Oake Parish Council. If you wish to discuss any of the above or would like me to clarify anything please don't hesitate to contact me.

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