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 Minutes of the Tysoe Parish Council Meeting
 Held on Monday 8th May 2017 at 7.15pm

Present: Cllrs Sinclair (Chair), Locke, Allen, Collier, Cressman, Haines, Littlewood & Tongue
 In attendance: DC Fielding
 Public: 31

	Action/ Date															
<p>1. Welcome to the meeting given by the Chair, Cllr Sinclair.</p> <p>Cllr Sinclair opened the meeting and welcomed all Councillors and members of the public.</p>																
<p>2. Declaration of Interests</p> <p>The Chair, Cllr Sinclair reminded councillors of the need to declare interests in any of the agenda items. Cllr Sinclair declared a pecuniary interest in item 4 the payment to Frank Mann Farmers</p>																
<p>3. Acceptance of Minutes</p> <p>All Councillors agreed the minutes dated the 10th and 24th April 2017 and these were duly signed.</p>																
<p>4. Financial Matters</p> <p>The following payments were proposed by Cllr Collier and seconded by Cllr Cressman. All Councillors agreed payments:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th style="width: 30%;">Payee (Expenditure)</th> <th style="width: 40%;">Particulars of Payment</th> <th style="width: 30%;">Amount</th> </tr> </thead> <tbody> <tr> <td>Thomas Fox Landscaping & Maintenance</td> <td>Mowing verges 03/04/17 & 18/04/17</td> <td style="text-align: right;">585.60</td> </tr> <tr> <td>Frank Mann Farmers</td> <td>5 playing field mows</td> <td style="text-align: right;">390.00</td> </tr> <tr> <td>AoN</td> <td>Annual Insurance Premium 2017/18</td> <td style="text-align: right;">726.52</td> </tr> <tr> <td>Total</td> <td></td> <td style="text-align: right;">1702.12</td> </tr> </tbody> </table> <p>The Bank reconciliation was agreed and signed off by Cllrs Collier and Cressman</p> <p>A cheque for £1,500 has also been received from Tysoe Utilities Trust for the Playground project. A letter of thanks had been sent previously when the PC were notified of the donation.</p>	Payee (Expenditure)	Particulars of Payment	Amount	Thomas Fox Landscaping & Maintenance	Mowing verges 03/04/17 & 18/04/17	585.60	Frank Mann Farmers	5 playing field mows	390.00	AoN	Annual Insurance Premium 2017/18	726.52	Total		1702.12	Clerk
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<p>5. Neighbourhood Plan – Parish Council to vote on ratifying the Plan to go to the Public Consultation</p> <p>Shirley Cherry (SC) gave an update – SC said that the Steering Group had spent hours upon hours working on this plan. SG thanked all the members of that committee for their commitment. In particular, she thanked Mike Sanderson who had put in an incredible amount of time and effort.</p> <p>SC went on to say that this was the summation of a whole year’s work. Trying to avoid the unwanted development and to keep Tysoe a village to be proud of.</p>																

There are currently 38 Neighbourhood Plans before SDC for approval. Neil Pearce had taken the NPG through the whole process of what is required at the last meeting. The NPG were clear that they were working at the behest of the Council. The NPG appreciated that it had been frustrating for some as they had thought they would be able to share the NP with the parish sooner.

SC said the NP is a tricky issue. It is tricky to try and be fair to everyone. There will be winners and losers but they had tried their best to come up with something that everyone will feel able to support. This is still a draft Neighbourhood Plan. We presented the plan to the PC on the 10th April. The PC gave their comments and they have all been incorporated into the plan. The preparation of the NP is a legal requirement of the PC and it has been delegated by the PC to the NPG.

SC then stated:

- The purpose of the Plan, the life of which runs until 2031, is to identify where the village is supportive of new housing development in the future and where it is not supportive and to identify those aspects of the village that are important to the residents and therefore worthy of protection.
- The Plan contains policies which are designed to maintain the rural quality of the village, qualities that the residents clearly value very highly. For example, the AONB, the green spaces in the village, the rural views etc.
- The Plan sets out certain design criteria which should be adhered to by any future development. These will maintain the aesthetic appearance of the village and protect it from inappropriate development which may spoil the rural nature of the village.
- The local Planning Authority, Stratford District Council (SDC), set all Local Service Villages (of which Tysoe is one) a housing target. In our case this was to identify sites on which a minimum of 84 houses could be built during the period 2011 to 2031. Currently 43 houses have either been built or been granted planning permission and we have identified sites for a further 64 houses. This will give a total of 107 which exceeds the target by 23. We believe that this is reasonable given that in the lifetime of the Plan some sites already identified may not be delivered.
- We have maintained the premise that Tysoe is one village comprising Upper, Middle and Lower Tysoe, the latter two separated by what we describe as a green Strategic Gap which should be preserved and protected from development. This premise is supported by comments made in the various public consultations. Within the village of Tysoe we have identified two 'built up area' boundaries within which all the potential development sites are located. Development outside of these boundaries will be resisted and only allowed in certain circumstances e.g. rural workers dwellings, rural exception schemes, replacement dwellings and the appropriate conversion of rural buildings.
- In identifying the sites for potential development, we have taken into account a number of criteria, the main ones being:
 - Any historic, archaeological, natural habitat or flooding considerations on the site.
 - The preservation and protection of the AONB
 - Preservation of the rural views
 - Proximity or encroachment on existing listed buildings
 - Size and scale of the potential development in relation to the existing village development.
 - Potential planning restrictions – e.g. preservation of existing building lines, road access etc.
 - The views and concerns of the village residents as expressed in the public consultation sessions.
- The Plan identifies the need to build more smaller (2 & 3 bedroom) houses, more affordable houses and houses for the elderly and we have endeavoured to identify suitable sites for these. This is in response to the recent Housing Needs Survey carried out in late 2016.
- It is important to recognise that no building will take place on any site identified unless the owner of the site applies for permission and the SDC Planning Committee approves it.
- In preparing the Plan we have used the services of a Planning Consultant, Neil Pearce, who will add a few words in a minute. He has advised several PCs on drafting neighbourhood plans and has a great deal of experience in steering Plans through to final approval.
- Whilst we have taken note of comments made in the various public meetings regarding the Plan, the final draft document has not been available for scrutiny by the residents until now. It is vitally important that as many residents as possible see and comment upon the Plan as the final document must reflect the thoughts and aspirations of the majority of the village.

- We believe that the Pre-Submission Draft Neighbourhood Plan will be ready for a 6 week period of formal public consultation in the next few weeks and we are therefore seeking an endorsement from the PC on the structure and content of the plan prior to launching the Pre-Submission consultation.
- I commend the Pre-Submission Draft Neighbourhood Plan to the PC and subject to final adjustments recommend it be endorsed by the PC for public consultation.

Cllr Sinclair asked if Councillors had any questions.

Cllr Locke said that he would firstly like to say a huge thank you for the work that you have all put in. Cllr Locke then asked of the 64 possible houses identified, is each land owner aware that their land has been put forward.

SC responded that the owners of the land cannot be told until the PC adopt the draft plan. The PC have to adopt it and then the land owners that the land has been put forward are advised.

SC said that discussions have been had with certain land owners but that no decision has been made.

David Roache (DR) talked through the process. There were two categories of site. First where land owners have put their own site forward. After the first round of adding that up we were short of the required number. The NPG have identified sites and put those into the plan and some land owners will know but we cannot tell an owner that their site is in the plan until the draft is approved by the PC.

DR said that the 12th May will be when the consultation starts and the letters will be sent before the consultation begins. Cllr Tongue said surely you could have asked the land owners? It was stated that this is a formal process and the land owners cannot be told until the draft plan is ratified.

Cllr Cressman thanked the NPG for their great work however, she said that she was concerned about the human element here. For example, if someone has a field in Lower Tysoe and you have decided to put it into the plan. If that person does not want it to be built on no matter what you later say it is already out there which surely can cause distress. They may also get hassle from developers. Cllr Cressman was concerned by the process.

Cllr Cressman said it may be that I have a field in Lower Tysoe and you may have put it into the plan. I feel uncomfortable that my field might have been included and I may get hassle from developers.

Cllr Littlewood said that he understood the concerns that have been raised but when he read through the plan he didn't actually read it with too much regard to the map itself. He was concentrating on the policies and the longevity of the plan. Cllr Littlewood said that we are getting into the detail and whilst he was not saying that the concerns that have been raised are wrong but until we enter into a consultation we do not have anything.

Cllr Collier asked whether he could be assured that out of courtesy to the people, whose land has been put forward, that it would not be made public until they have received their letters. DR said that this was correct the plan would go to public consultation on the 12th but the letters will go to all land owners before then.

Cllr Allen said that brilliant work been undertaken and this is not the final version of the plan but just the start of the consultation and that he was content that letters would be going to land owners before the sites were made public.

The NPG said that they were not doing anything different to any other PC and we are doing this on the advice of Neil Pearce. The majority of the sites have come forward as a result of the call for sites. We are not forcing anyone to do anything against their will. They may think I had not thought of it and that it is a good idea.

DC Fielding said the idea of a NP is to protect the village and stop developers coming in and grabbing sites. What you are looking at here is we know we have some sites and there are some possible sites. Then the consultation like all consultation will vary the plan.

<p>Cllr Littlewood the consultation period is a fixed period.</p> <p>Cllr Allen said that you have talked about sites and the various other things but that Councillors had raised some valid points about the plan previously, he asked whether these points had been met in the amended plan. Cllr Tongue said no. Cllr Cressman said that some of these are personal view points and everyone can raise these as part of the consultation process.</p> <p>Cllr Sinclair said that we need some foundations to build upon and suggested a short adjournment to enable the Councillors to look at and discuss the neighbourhood plan map.</p> <p>Cllrs Cressman and Locke commented that they had only just been given the revised map and that they needed to review this before giving their approval. Cllr Sinclair called a 15 minute adjournment</p> <p>After the adjournment, Cllr Sinclair reconvened the meeting and called for a proposer to ratify the Neighbourhood plan to commence the public consultation. Cllr Littlewood proposed the Draft Neighbourhood Plan to be ratified and go forward for public consultation, this was seconded by Cllr Allen. A vote was then called 7 Councillors voted in favour and Cllr Cllr Tongue objected.</p> <p>The Parish Council felt that because of the number of matters that needed to be addressed before the public consultation could commence that this should start of Friday the 19th May.</p> <p>Cllr Sinclair proposed that there should be a meeting with the PC to agree the next steps and to agree an action plan. Cllr Littlewood and David Roache to liaise over the next steps. All communication to go through the Clerk.</p> <p>Cllr Sinclair and all the Parish Council wanted to give a very sincere vote of thanks to the Neighbourhood Plan Group for all the tremendous work that had been undertaken.</p>	
<p>6. Planning</p> <p>17/00737/FUL – Lane End Farm, Tysoe – Cllr Tongue said that it was a good design and layout but confused that plot two seems to have to sets have garage doors? The applicants came forward to explain the error on the design statement. Cllr Sinclair asked about landscaping. Cllr Cressman asked about listing and curtilage listing. Cllr Collier stated that this application would now represent 7 properties being built or proposed in Lane End. Cllr Collier went on to say that it is quite a special lane with wide verges and properties set well back etc. Development in this area needed to be very carefully considered as it could destroy something that is quite special.</p> <p>DC Fielding said that the planners will put various conditions in with regard to planting as well as other matters.</p> <p>The applicant said that it is smaller than the buildings that are there at present. Cllr Sinclair asked about the sewage.</p> <p>Cllr Cressman said we need to ensure if this goes ahead that during the building process the vehicles coming to and from site our managed and do not come through the village.</p> <p>Cllr Tongue said that it was proposed to be built in local stone, and natural slate or tile roof. All Councillors voted to support the application.</p> <p>17/00500/LDE – Oaklands Stables – The Clerk reported that the comments from the PC had been lodged with SDC Planning. The Clerk had also emailed enforcement and had received the following response from Roger Thatcher, Planning Enforcement Officer: “I have opened a new case ref 17/00206/COND in respect of your allegation, but notice that a Lawful Development Certificate application has been received in respect of this matter, which is currently under consideration. Having liaised with Ron Goodyer, it appears that this allegation was previously raised with him in 2013 and he</p>	<p>Clerk</p>

<p>has an open case in respect of that matter. I therefore propose to take no further action in respect of this matter pending the outcome of the current application.</p> <p>DC Fielding said that he had spoken to enforcement but they did have a large workload.</p>	
<p>7. New Matters</p> <p>Bollards on Saddledon Street – Cllr Littlewood stated that this went back to 1996/97 when John West was a councillor and he had brought up parking on the village verge. WCC had installed bollards to stop people parking but these have never been maintained. This area is very tight and difficult for traffic. Cllr Littlewood said that he did have to declare a non-pecuniary interest as he lived in Saddledon Street. Cllr Littlewood said that there was some interest amongst some residents in getting a parking space put there but there is a view that this may encourage parking on the verge. It was agreed to carry this forward to the next meeting and ask the new County Councillor to take this forward. Cllr Collier said that he would not be happy with a kerb to be installed. Cllr Sinclair asked if Councillors could look at this for the next meeting.</p> <p>State of the Roads with the Parish – Cllr Littlewood clearly, we have a change of CC and perhaps we can make more headway. The rules that they apply are verging on the ridiculous. Cllr Collier and Cressman said that WCC have been round marking up the roads for repair.</p>	<p>All Councillors</p>
<p>8. Correspondence – None this month</p>	
<p>9. Councillors Reports and items for future agenda</p> <p>Cllr Cressman update on community speed watch at the next meeting. Cllr Locke revised rules and regulations regarding the car park and all parking. Cllr Allen not had the manhole fixed outside No 1 Middleton Close, Cllr Sinclair will phone Severn Trent on Tuesday 9th Cllr Allen said that he had ordered the materials to repair the track on the playing field. Cllr Collier NP and the consultation it needs to be robust with at least two sessions in the village hall. Cllr Littlewood agreed totally. Cllr Littlewood asked if someone else would work with him on the marketing. Cllr Sinclair to attend NPG meetings along with Cllr Littlewood. Cllr Littlewood to keep the PC informed of what is happening via the Clerk.</p>	
<p>10. Closure of the meeting to the public and press – 8.50pm</p>	