



BOX PARISH COUNCIL

THE MINUTES OF A MEETING OF THE PLANNING AND CONSERVATION COMMITTEE HELD ON 9th SEPTEMBER 2024

- 1. Present:** Councillors: A. Barton (Chair); J. Clifford;
D. Dorey; T. Walton; D. Wright
Mrs Carey (Clerk)
Neighbourhood Plan Steering Group: K. Lawrence; J. Packhouse;
M. Thomas
- 2. Apologies** Councillors: R. Davies; S. Roche
The apologies were accepted. In the absence of Cllr Roche, the Chair was taken by Cllr Barton
- 3. Absent:** Nil
- 4. Public Question Time:** There was one member of the public present
- 5. Declarations of Interest:** There were no declarations of interest
- 6. Minutes:** The Minutes of the meetings held on 12th and 29th August 2024 were taken as read and signed as being a true record
- 7. Matters Arising:**

 - a. Notice Boards:** Continue to monitor
 - b. The Pound:** Continue to monitor

Blind House: Continue to monitor

War Memorial: Proposed work be carried out before the winter at a cost of £700

Milestone by War Memorial: Continue to monitor condition

The Fountain: Repairs to the pointing to be carried out at a cost of £250
Post Minute note: Work to commence on 11th September

Viewing Platform: The cost of the work would be £1200 to remove damaged stones and replace with new and £1500 to remove the front damaged copings and replace with new

It was agreed to consider this required work with the budget for next year.
Clerk to ask the Groundsmen to clear the weeds

Information Board: It had been agreed that there should be a separate Information Board at each site. Clerk to forward the information to Cllr B. Walton and also to look at costings for these. **Action: MC**

- c. **Bus shelters:** Groundsmen to be asked to take photographs and report of work required to the bus shelters

Post Minute note: Report on condition of the bus shelters received.

- d. **Enforcement matters:**

Quarry Woods: Wiltshire Council's application to the High Court for committal for contempt of Court has been listed for Wednesday 23rd October

Condensing Units – Londis: Application has been submitted

Erection of wooden structure at Leafy Lane Woodlands: An application had been submitted but was invalid as it needed an Ecology report. The Enforcement Officer will pursue this

Large advertising sign on A4 Box Hill: The sign has been removed but the large posts are still in place. The Enforcement Officer is monitoring this.

Wormwood Farm: Enforcement Officer investigating the change of use to a carpentry workshop and gym

8. Correspondence:

- a. **Londis, High Street, Box** Copies of letters sent from a parishioner to the Enforcement Officer and to the Planning Officer re the planning application and other issues.
- b. **Rudloe No2 Site:** Letter received from the Planning Officer stating: "the original outline approval was subject to a time limiting condition. If development has not commenced on the site within the conditional timeframe, then the permission will have expired. Though it may appear that development has not taken place, given the nature of what could constitute "commencement of development" (see section 56 of the Town and Country Planning Act 1990) Wiltshire Council are not in a position to confirm whether or not a material start has been undertaken in this case". The Planning Officer stated she was not able to confirm who the landowner is, but an interested person can make their own enquiry via land registry.

9. Applications granted permission: The following planning applications had been granted planning permission:

PL/2024/05240	Arden Cottage, Washwell, Box Two storey extension to existing cottage
PL/2024/06824	South Leigh, Ashley, Box Proposed works to trees in a Conservation Area T1 – Beech Tree - Crown thin by 20-25%

10. Applications considered: There were no planning applications for consideration

11. Neighbourhood Plan A briefing paper on the Box Neighbourhood Plan had been circulated to all Committee members.

Martyn Thomas, Kevin Lawrence and Jonathan Parkhouse, members of the Steering Group, introduced themselves.

Martyn Thomas explained that this was a key part of the process of the development of the Neighbourhood Plan and it was a small but significant milestone.

The Parish Council Planning Committee had been asked to:

- Review and endorse the work done so far by the Steering Group

- Prepare to comment on the emerging draft Neighbourhood Plan when it is circulated ahead of a meeting with the Full Council for that purpose (date to be arranged shortly)
- Adopt and support the continuing work so that the Neighbourhood Plan can be readied for formal endorsement by full Council.

Once adopted the Plan should be an active document which would be taken over by the Parish Council and which should be referred to when considering all planning applications. It can also be used for 'advocacy' purposes such as seeking to highlight issues in the Parish.

The draft Plan will be brought to the Parish Council for discussion which will include which policies and topics etc should be included. At the present time the Plan includes 15 draft policies to :

- Protect and enhance the natural, built and historic environment and improve biodiversity
- Identify local heritage assets
- Identify small local green spaces
- Look at how people get around the parish and make journeys to other places
- Safeguard economic activity in the Parish
- Importance of community facilities

It was explained whilst a Neighbourhood Plan should highlight issues that are relevant to local circumstances, it should generally avoid repeating planning policies which are already set out in other planning strategies such as national guidance and Local Plans.

It was asked if there needed to be a policy re use of solar panels. Martyn stated that there were a number of policies which covered this.

The issue of the Green Belt is covered by the draft Wiltshire Local Plan which is not proposing any changes to the Green Belt in the Parish. The Plan covers the AONB and Conservation Areas but there are areas at Rudloe which are outside of these constraints. The current draft Neighbourhood Plan now has more explicit recognition of the Green Belt in the Parish than was initially set out by the planning consultants (Place Studio) who prepared the first draft for the Steering Group to review and take forward. Councillor comments on the importance of the Cotswold National Landscape (formerly the AONB) and the Green Belt were noted by the Steering Group and will be reflected in the draft Plan when it is presented for formal discussion.

Jonathan has been working on the Characterisation and Design Guide which identifies the different areas of the Parish that need to be preserved and also what makes parts of the parish special. As drafted, more than twenty individual character areas have been identified across the Parish including for Rudloe. Whilst this part of the Parish is typical of more contemporary residential estate development it is appropriate for the Plan to recognise its particular character and appearance and to consider the preparation of specific guidance for it.

The Neighbourhood Plan does not stand alone – it is an integral part of the national planning documents.

With regard to the timeline for the Plan it is intended that the public consultation will take place this year subject to progress with Wiltshire Council when they undertake their initial technical 'screening' assessment.

When the Plan has been approved by the Steering Group and the Parish Council it will go forward to Wiltshire Council. A meeting with the Parish Council will be set for an agreed date in October to look at the draft Plan. Possible dates for this to be drawn up. There

will be two rounds of formal consultation which will include Wiltshire Council and an external inspection before the referendum is held. It is essential that when the Steering Group talk to Wiltshire Council the Plan is something that Box Parish Council fully supports.

Currently £17,973 has been secured through grant funding from Locality to support the work on the draft Plan so far. This funding was used to engage specialist consultants including Place Studio. The funding secured was the maximum available and has now been fully utilised. The Steering Group will continue to seek additional funding from other sources to support the work but the absence of specialist “external” support in 2024/25 will be likely to impact on the programme for taking the Neighbourhood Plan through its next stages. The Parish Council will need to consider allocation of funds to support the continued work on the draft Plan. The Clerk stated that CIL monies held by the Parish Council could be used towards this.

Thanks were given to the Steering Group for all their hard work.

It was confirmed that the Planning Committee fully supports the continuing work of the Steering Group.

- 12. Forward Plan/Risk Assessment/Asset Register** The Forward Plan and Risk Assessment will be updated and an Asset Register for the Committee will be completed.
- 13. Items of report and future agenda items:** Nil
- 15. Date of next meeting:** Full meeting 14th October 2024 and prior to Full Council meeting on 26th September 2024

Meeting closed at 19.30 pm

Chair