

SUBJECT: LUDDINGTON PARISH PLAN

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**LEAD MEMBER/
PORTFOLIO HOLDER: COUNCILLOR STUART BEESE**

SUMMARY

This report sets out the assessment of the Luddington 2006 Parish Plan. Luddington Parish Council adopted the Plan on 22nd March 2006.

RECOMMENDATION

- (1) That the Parish Plan is adopted as a local information source to offer advice to the relevant departments of Stratford-on-Avon District Council.**
 - (2) That the Parish Plan is adopted as a material consideration in processing planning applications, in accordance with Policy COM.1 of the Local Plan Review.**
 - (3) That the Parish Plan steering committee, Parish Council and the residents of Luddington Parish be commended for preparing their Parish Plan and that they are encouraged to implement and review their Action Plan.**
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1 BACKGROUND/INFORMATION

- 1.1 Parish Plans are community-led projects identifying and surveying the assets, needs, opportunities, problems and solutions of a community. Through 'Capacity' and 'Consensus Building', Parish Plans provide communities with a framework to take stock of the present and to plan for the future.
 - 1.2 The momentum for Parish Plans is continually increasing with half of the communities in the District having completed or in the process of undertaking detailed Parish Plan or Appraisals with associated recommendations and Action Plans. Further background information on the process is included in Appendix B.
 - 1.3 **Background to the submitted Luddington Parish Plan**
 - 1.3.1 The Parish Council organised an initial meeting in February 2004, which was advertised by leaflets distributed over the whole Parish. Around 45
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people attended and suggested topics for the Parish Plan Survey. A Steering Committee was formed with volunteers from the meeting, 3 Parish Councillors and people with relevant experience. The initiative received a Vital Villages grant from the Countryside Agency and a contribution from the Parish Council.

- 1.3.2 Preliminary information was gathered through focus groups for Dodwell Park, Luddington, and young people, and interviews with all businesses, which could be contacted. The list of topics was presented at a Parish meeting, which included other community activities such as showing old films of the Parish from the 1940s. The resulting questionnaire was distributed to all houses in the Parish and achieved an excellent 88% response rate for all occupied residences.
- 1.3.3 The questionnaire results were analysed by Warwick Network, then written up and summarised in a Powerpoint presentation, which was shown at a Parish Meeting in December 2005. Around 50 people were present and likely action points were discussed with suggestions from the audience. An Action Plan was written by the Steering Committee and sent for consultation to external organisations including the District Council. The final Parish Plan including Action Plan will be distributed to every household in the Parish.
- 1.3.4 The Parish Plan presents a clear picture of the needs and issues facing the community. Following adoption by Parish Council and Stratford District Council, the Action Plan points will be progressed by the Steering Committee and groups set up by the Parish Council. Progress reports will be presented to the Parish Council.

1.4 **Luddington Parish Plan findings**

- 1.4.1 The findings of the Parish Plan, which have informed the Action Plan, cover:
 - Opinions on life in the Parish
 - Local services
 - Parish events and community activities
 - Opinions on sites of interest and possible development sites
 - Local housing needs
 - Transport and road safety
 - Priorities for action
 - Business survey
 - Footpaths
 - Parish history
- 1.4.2 The Parish Plan has been prepared employing a range of community participation techniques, including questionnaire surveys, public forums and a transparent process of reporting back to the community on progress. The process has generated a range of statistical data and qualitative material that has informed the Action Plan and which provides a useful information source.
- 1.4.3 Suggested response: Endorse – that the findings of the Luddington Parish Plan be endorsed as a true representation of the topics addressed

by the Parish Plan.

1.5 Luddington Parish Plan Action Plan

- 1.5.1 Analysis and responses to the Action Plan are provided in Appendix C, and the following analysis and comments should be read in conjunction with the Parish Plan Action Plan.
- 1.5.2 The policy position of the Local Plan Review is generally supportive of the Action Plan points relating to planning, the environment and land use. The District Council can offer assistance in taking forward several of the action points such as increasing the use of flexible transport schemes and supporting funding searches for community projects. Many of the actions identified can be undertaken entirely by the village itself.
- 1.5.3 The Housing section encourages the further investigation of the need for affordable housing, which is to be welcomed. The District Council can provide help in this area.
- 1.5.4 The Rural Housing Enabler has indicated that it is useful to clarify which policies will apply to the Parish in terms of local need housing. Policy CTY.5 of the District Local Plan Review 2006 is designed to allow housing 'exception' schemes in smaller settlements. These are schemes initiated from within the community to provide affordable dwellings to meet local housing need in perpetuity. The policy states that it is necessary to ensure that a settlement has the necessary infrastructure and facilities to support the new development. This policy could be applied to Luddington village, and any scheme developed would be related to Luddington. A CTY.5 scheme at Dodwell Park would be unlikely to be supported. Any housing need survey to support a scheme at Luddington would be sent to everyone in the parish including the people at Dodwell Park, but with local need only being met for those with a direct connection to Luddington village itself. Further discussion would be necessary to establish the most appropriate way to meet any identified need connected to Dodwell once the scale and nature of any such need was established.

2 OPTIONS AVAILABLE TO THE COMMITTEE

- 2.1 A) Adopt the Parish Plan fully: This is a good, well-prepared Parish Plan that would be a valuable local information source and material consideration.
- 2.2 B) Adopt parts of the Parish Plan: If there are any concerns with certain aspects of the Parish Plan, this option would allow the District Council to use selected aspects of the Plan in its decision making and as a local information source. No reasons have been so far identified to make this option necessary.
- 2.3 C) Not adopt the Parish Plan: The District Council would miss the opportunity to adopt a useful source of local information, and a material consideration to aid planning decision-making.

3 MEMBERS' COMMENTS

- 3.1 Cllr John Winterburn, District Councillor for Bardon, comments that after fully studying the Plan he supports it in all its particulars, and hopes and trusts that the committee will do the same.

4 IMPLICATIONS OF THE PROPOSAL

4.1 Financial

4.1.1 Projects developed through this Parish Plan may need funding to take them forward and the recommendations contained in this report should be contained within existing budgets. The District Council operates a Community Grants Scheme aimed at funding these types of projects, and the Community Grants team may be able to help search for appropriate funding sources. It is hoped that the Parish Council and local residents will consider and pursue funding in order to develop their identified action points.

4.2 Environmental

4.2.1 Many of the actions within this Parish Plan aim to improve the local environment of the village and its surroundings. A few actions could increase the environmental sustainability of life within the Parish by reducing local people's dependency on the private car.

4.3 Corporate Strategy

4.3.1 The Parish Plan is a useful source of information about local community perception of their locality. The Community Plan and Corporate Strategy for the District support the range of topic areas and policies in the Action Plan. The Parish Plan also complements and helps move forward the District Council's Agenda 21.

5 RISK ASSESSMENT

5.1 The actions recommended in this report are to commend those involved in the preparation of the Plan, adopt the Parish Plan as a local information source, and adopt it as a material consideration. There are no identified major risks associated with these actions.

5.2 Choosing to not adopt the Parish Plan would risk losing the chance to adopt a valuable source of local information and a useful material consideration to aid planning decision-making.

6 CONCLUSION

6.1 The Parish Plan Steering Committee, the Parish Council and residents of Luddington should be commended and congratulated for completing their Parish Plan, and are encouraged by Stratford-on-Avon District Council to implement and periodically review the Action Plan.

6.2 The Luddington Parish Plan is a good example of how a rural community can prepare a Parish Plan that is both a good source of local information, and provides a sound basis through the Action Plan to address the needs and aspirations of the community.

PAT REID

HEAD OF PLANNING SERVICES

Background papers:

Luddington Parish Plan 2006

Stratford District Community Plan; the future to 2015

Stratford-on-Avon Local Plan Review 2006

Stratford-on-Avon District Statement of Community Involvement, April 2006

Appendix A - Guidance for the Assessment of Parish/Town Plans

- 1.1 In assessing Parish Plans, the following considerations should be taken into account:

Evidence and extent of research work to justify conclusions.

Evidence and extent of analysis related to conclusions.

Public involvement and endorsement at local level.

Level of implementation available to District Council services, (e.g. the District Council Planning Authority, Leisure and Arts etc.).

Conformity with District Council's policies, (e.g. Planning policies etc.).

- 1.2 The above five criteria will enable the production of recommendations regarding the acceptance of each of the Parish Plan's detailed conclusions and Action Points.

- 1.3 A response to each of the detailed conclusions and Action Points will be one of the following:

(A) ENDORSE

The specific recommendation will be accepted and taken into account on the decision making of the District Council. (For example, "Small scale development with a 'craft' emphasis should be looked at sympathetically").

(B) ACTION

The specific recommendation will be accepted in principle and, subject to financial, procedural and legal constraints, implemented by or with the support of the District Council. (For example, "A social housing scheme of ten units on land next to the Green should be provided").

(C) INVESTIGATE

Further information to be obtained by the Parish/Town Council or other agency may be required in order that the District Council may establish if the specific recommendation can be supported. (For example, "An existing Conservation Area should be extended").

(D) SUPPORT

The specific recommendation relates to a matter which is not the responsibility of the District Council. However, the proposal is supported and will be forwarded to the appropriate authority. (For example, "Traffic calming measures are required and the County Highway Authority should prepare a scheme").

(E) NOT SUPPORTED

The specific recommendation relates to a matter which is in contrary to the policy of the District Council or is beyond the powers of the authority or that insufficient and/or unsatisfactory information has been submitted to substantiate their commendation. (For example, "No development of any kind should take place within the settlement").

Appendix B – Further Background Information

- 2.1 Communities produce Parish Plans for a number of reasons:
- To increase the awareness of community issues, foster community spirit and encourage a sense of pride;
 - To act as a strong basis for local action (the Action Plan);
 - To collectively represent the views of residents, to positively influence others to the benefit of the community.
- 2.2 In the 1980s the concept and practice of Village Appraisals first emanated nationally from the Rural Development Commission in conjunction with the Countryside Commission.
- 2.3 Nationally, Parish Plans have a role to play within the 'modernising Local Government' agenda, for example, shaping local services, public participation, decision-making and greater democratic legitimacy.
- 2.4 One of the aims within Chapter 12 of the Rural White Paper (Our Countryside: the future – A fair deal for rural England) includes involving people living in rural areas in developing their community, safeguarding its valued features and shaping the decisions that affect them – developing a vision for the future. Parish Plans are a recognised method of achieving this aim.
- 2.5 In line with guidance from the Countryside Agency issued in August 2000 ('Planning tomorrow's countryside', advice to local planning authorities, government and developers on how the planning system should operate and evolve), Parish Plans are a recognised community planning method to help achieve key objectives. In March 2003 the Countryside Agency produced detailed guidance for parish and town councils on the preparation of Parish and Town Plans.
- 2.6 Policy RA3 in the Warwickshire Structure Plan 1996-2011 encourages local planning authorities to use 'Appraisals' when establishing the views of local communities and when identifying local housing and industrial development need.
- 2.7 Stratford-on-Avon District Council is committed to the encouragement of Parish Plans as a means of identifying local issues and will respond to them positively. Much faith has been placed by the Government, the County Council and the District Council on local appraisals and their role in assisting the formulation of strategic policy.
- 2.8 Parish Plans can now play a broader role within the production of the statutory Community Plan for Stratford District.
- 2.9 The recommendations and Action Plans can both inform and help deliver the Rural Strategy for the Stratford-on-Avon District.
- 2.10 Policy COM.1 of the Stratford-on-Avon District Local Plan Review 2006 states:
- "The views of the local community as expressed preferably in a Parish Plan (or equivalent) or in its absence an alternative source of reliable evidence, will be fully taken into account in the planning process. In particular they will be used:
- To help assess the merits of schemes promoted by communities to meet needs which they have identified;

- As a material consideration in the determination of planning applications and to assist in identifying the scope and nature of associated planning obligations which might be sought; and
- To identify opportunities for environmental and other forms of enhancement.

In the case of Main Rural Centres and Local Centre Villages only, as defined in Policy STR1, small scale schemes which meet housing (particularly affordable housing) and employment needs will be encouraged in this way...”.

- 2.11 Nationally, Parish Plans are broad, holistic documents addressing local issues at a local level. Whilst in this District ‘appraisals’ have had a close association with planning, they are no longer ‘planning-led’. Parish Plans address both planning and non-planning related matters and this is reflected in their assessment at Committee.
- 2.12 Parish Plans can and do act as a tool to assist in giving many of the services provided by the District Council greater community focus. Vice versa, many of the services provided by the District Council can and do feed into the Parish Plan process creating more informed Action Plans.

Appendix C

Summary of key action points

Abbreviations WCC= Warwickshire County Council

 SDC= Stratford District Council

Parish Plan action	SDC Proposed Response
<ul style="list-style-type: none"> Parish Council to lead project to celebrate and improve the things residents value about Luddington, Dodwell and Dodwell Park – may involve traffic calming, new play area etc. 	<p>Support and Action – these actions should result in local environmental improvements and can be supported.</p> <p>The District Council Community Grants Team offer help locating funding, and can advise if a scheme may be eligible for the Council’s Community Grant scheme.</p>
<ul style="list-style-type: none"> Liaise with Community Beat Officer, police and Neighbourhood Watch 	<p>Support – the Community Plan aims to improve public confidence and safety.</p>
<ul style="list-style-type: none"> Publicise advice on problems with TV, mobile phone, broadband. Investigate possibility of mains gas supply and underground power lines. Advertise mobile library. Seek support from District Council, MP and County Council to lobby electricity supplier for improved service, as quarter of Parish complained of power cuts. 	<p>Support – these action points can be supported.</p>
<ul style="list-style-type: none"> Consider requesting new mobile mast (e.g. on village hall). 	<p>Investigate - the Parish are advised that any Planning Application for a telecom mast will be judged against the policies of the Local Plan Review, including Policy DEV.12. The appearance of the mast and its effect on the character of the area would be considered, particularly within the Conservation Area.</p>
<ul style="list-style-type: none"> Investigate making improvements to the village hall, providing new benches and bus shelter in village. 	<p>Support – the Community Plan aims to support communities and improve their access to facilities.</p> <p>The District Council Community Grants Team offer help locating funding, and can advise if a scheme may be eligible for the Council’s Community Grants scheme.</p>
<ul style="list-style-type: none"> Encourage residents in Dodwell to participate more in community 	<p>Support and action – this action point will contribute to many aims of</p>

Parish Plan action	SDC Proposed Response
<p>events, including possibility of transport provision to the village hall.</p>	<p>the Community Plan including supporting individuals, providing transport to meet needs and increasing the number of people involved in community activities.</p> <p>SDC is a partner of the Community Links scheme which may be able to provide transport, or advice and support. The current transport scheme is available 9.30am to 2.30pm to help those who are 'stuck for transport'. Phone Community Links 9am to 4pm weekdays on 01789 264491 for details.</p>
<ul style="list-style-type: none"> Restoration of 17th century lock: investigate grants for this long term project. 	<p>Support and action – The Community Plan aims to maintain and improve an attractive built environment.</p> <p>The District Council Community Grants Team offer help locating funding, and can advise if a scheme may be eligible for the Council's Community Grant scheme.</p>
<ul style="list-style-type: none"> Parish Council to employ caretaker to maintain Parish Land, or organise volunteers to do job. 	<p>Support - the Community Plan aims to maintain and improve an attractive built environment.</p>
<ul style="list-style-type: none"> Nature reserve experts to organise a tour, and possibly use volunteers. 	<p>Support – the Community Plan aims to improve the natural environment, and encourages the management of land as a nature reserve.</p>
<ul style="list-style-type: none"> Contact SDC Conservation Team to find out extent of Conservation Area and potential to extend to include natural heritage areas. 	<p>Support and action – SDC can provide an illustrated analysis of Luddington Conservation Area. There is a map showing the current extent of the Conservation Area available on our website.</p> <p>Luddington Conservation Area will be included in our 5 year programme to review Conservation Areas. The Parish Council and local community will be fully consulted at this stage.</p>
<ul style="list-style-type: none"> Set up Parish website and better publicity of parish events. 	<p>Support– This action point can be supported.</p>
<ul style="list-style-type: none"> Parish Council to make clear to parishioners what present planning policies affect the village. 	<p>Support and action – the Planning policy team can provide advice on the current policies relating to the Parish. See also para 1.8.4 of this committee</p>

Parish Plan action	SDC Proposed Response
	report.
<ul style="list-style-type: none"> Negotiate with WCC for a new footbridge over river. 	<p>Investigate – WCC will need to consider the potential benefits of such as scheme, and the level of support from the local community.</p>
<ul style="list-style-type: none"> Work with Rural Housing Enabler to undertake a full Housing Needs Survey (support for housing in district, not parish). 	<p>Endorse and Action – SDC welcomes the intention to carry out a full Housing Needs Survey. The District Council will work with the Parish Council and Rural Housing Enabler to develop a clear picture of need.</p> <p>Policy CTY.5 of the Local Plan Review allows for the provision of local occupancy housing on a basis of identified need in settlements such as Luddington village. However, the Parish should be aware that this policy is designed to normally support small-scale schemes to meet local housing need within rather than outside the Parish.</p> <p>See also para 1.8.4 of this committee report.</p>
<ul style="list-style-type: none"> Work with Highways at WCC to research the dangers and possible solutions throughout parish. 	<p>Support – the Community Plan aims to reduce the number of road traffic accidents.</p>
<ul style="list-style-type: none"> Inform WCC that better footpath maintenance is needed, especially between Luddington and Dodwell. Work with WCC cycling officer to makes cycle routes to school safer. 	<p>Support – The Community Plan aims to support a healthy environment and these action points could reduce car dependency.</p>
<ul style="list-style-type: none"> Meet identified need for transport to medical appointments and prescription collection, possibly using existing Volunteer Centre’s Medical Journeys scheme. 	<p>Action and support – SDC is a partner of the Community Links and Volunteer Centre’s Medical Journeys scheme which could help meet this need. The scheme is dependent on volunteer drivers, and volunteers are always needed and very welcome. For further information phone Clarissa Roberts on 01789 262886.</p> <p>The Community Plan aims to support individuals by increasing the number of people using tailored transport schemes.</p>
<ul style="list-style-type: none"> Help volunteers to set up new clubs, for which there was significant interest in the parish. 	<p>Support – The Community Plan aims to increase the number of people joining local clubs and activities.</p>

Parish Plan action	SDC Proposed Response
<ul style="list-style-type: none"> • Contact Depot and SDC to investigate possibility of a youth facility and funding for this. 	<p>Support and action – The Community Plan aims to increase young people’s participation in sports and recreational activities. SDC Social Inclusion Team may be able to offer advice on this project.</p> <p>The District Council Community Grants Team offer help locating funding, and can advise if a scheme may be eligible for the Council’s Community Grants scheme.</p>
<ul style="list-style-type: none"> • Publish a quarterly report on the Parish Council in the Parish Newsletter. 	<p>Support – this action point can be supported.</p>
<ul style="list-style-type: none"> • Transfer open land by churchyard to the church for maintenance. 	<p>Support – this action point can be supported.</p>
<ul style="list-style-type: none"> • Maintain liaison with Bomfords. 	<p>Endorse – Planning officers have encouraged the owner to consult with the local community prior to any planning application. The Parish Council will be consulted on any planning application received for the site. This follows procedures set out in the SDC Statement of Community Involvement (Chapter 3).</p>
<ul style="list-style-type: none"> • Contact SDC Enforcement Team with complaint about vacant Bridies café site. SDC enforcement to take appropriate action and investigate ways to remove concerns over fly tipping and break-ins. 	<p>Action and investigate – SDC Enforcement Team are willing to receive a formal enforcement complaint from the Parish Council about the site. They will then investigate the site history and look into what powers they have to address the parish’s concerns.</p>

REPORT INFORMATION SHEET

Please complete and submit to Committee Services with draft report

COMMITTEE/DATE	AVON AREA COMMUNITY COMMITTEE – 19 TH OCTOBER 2006	
ITEM NO/TITLE OF REPORT	LUDDINGTON PARISH PLAN	
CONSULTATIONS UNDERTAKEN		
CONSULTEE	✓	DETAILS / DATE OF CONSULTATION / COMMENTS RECEIVED
WARD MEMBERS	✓	CLLR JOHN WINTERBURN/ 22 ND SEPT 06/ SUPPORTIVE
COMMITTEE CHAIRMAN/ PORTFOLIOHOLDER * <i>*Required</i>	✓	CLLR VINCE SEAMAN/ 22 ND SEPT 06/ NO IMMEDIATE COMMENTS, WILL NOT BE CHAIRING THE MEETING IN OCT. CLLR KIM JAMES/ 25 TH SEPT 06 CLLR STUART BEESE/ 22 ND SEPT 06
FINANCIAL SERVICES * <i>*Required</i>	✓	RICHARD BURRELL/ 22 ND SEPT 06/ NO COMMENTS TO ADD
LEGAL SERVICES * <i>*Required</i>	✓	DAVID SWEETING/ 22 ND SEPT 06 SERINTHER ATKAR/ 27 TH SEPT 06
OTHER SERVICES	✓	HOUSING/ 19 TH SEPT 06/ SUPPORTIVE, WELCOME INCLUSION OF HOUSING SECTION AND ACTIONS POLICY AND PR/ 19 TH SEPT 06/ SUPPORTIVE, OFFER ASSISTANCE FOR SEVERAL ACTIONS AS DETAILED IN APPENDIX C LEISURE AND LOCAL COMMUNITY/ 19 TH SEPT
OTHER ORGANISATIONS	✓	LUDDINGTON PARISH COUNCIL/ 22 ND SEPT 06 WARWICKSHIRE RURAL COMMUNITY COUNCIL/ 19 TH SEPT 06/ HAVE ALREADY BEEN ACTIVE IN SUPPORTING THE PREPARATION OF THE PLAN, REQUEST CLARIFICATION OF THE POLICIES APPLICABLE TO LOCAL NEEDS HOUSING IN THE PARISH. WARWICKSHIRE COUNTY COUNCIL/ 19 TH SEPT 06
FINAL DECISION BY THIS COMMITTEE OR RECOMMENDATION TO ANOTHER COMMITTEE/COUNCIL ?		FINAL DECISION RECOMMENDATION TO : EXECUTIVE / COUNCIL COMMITTEE <i>Delete as appropriate</i>
DOES THIS REPORT CONTAIN EXEMPT INFORMATION? IF SO, UNDER WHICH PARAGRAPH(S) ?		No YES, PARAGRAPHS : <i>Delete as appropriate</i>
DOES THIS REPORT RELATE TO A KEY DECISION (REFERRED TO IN THE EXECUTIVE FORWARD PLAN)		No YES, FORWARD PLAN ITEM – SCHEDULED FOR (date) <i>Delete as appropriate</i>