

Democratic Services

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Date: 10 June 2014

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To: The Chairperson and Clerk of each Parish and Town Council in Bath & North East Somerset and the Chairpersons of Parish Meetings

Copy to :

Group Leaders:

Cabinet Members:

Chief Executive and other appropriate officers

Press and Public

Dear Member

Parishes Liaison Meeting: Wednesday, 18th June, 2014

You are invited to attend a meeting of the **Parishes Liaison Meeting**, to be held on **Wednesday, 18th June, 2014 at 6.30 pm** in the **Council Chamber - Riverside, Keynsham BS31 1LA**.

The agenda is set out overleaf.

Yours sincerely



Ann Swabey
for Chief Executive

If you need to access this agenda or any of the supporting reports in an alternative accessible format please contact Democratic Services or the relevant report author whose details are listed at the end of each report.

This Agenda and all accompanying reports are printed on recycled paper

NOTES:

- 1. Inspection of Papers:** Any person wishing to inspect minutes, reports, or a list of the background papers relating to any item on this Agenda should contact Ann Swabey who is available by telephoning Bath 01225 394416 or by calling at the Riverside Offices Keynsham (during normal office hours).
- 2. Public Speaking at Meetings:** The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group. Advance notice is required not less than two full working days before the meeting (this means that for meetings held on Wednesdays notice must be received in Democratic Services by 4.30pm the previous Friday)

The public may also ask a question to which a written answer will be given. Questions must be submitted in writing to Democratic Services at least two full working days in advance of the meeting (this means that for meetings held on Wednesdays, notice must be received in Democratic Services by 4.30pm the previous Friday). If an answer cannot be prepared in time for the meeting it will be sent out within five days afterwards. Further details of the scheme can be obtained by contacting Ann Swabey as above.

- 3. Details of Decisions taken at this meeting** can be found in the minutes which will be published as soon as possible after the meeting, and also circulated with the agenda for the next meeting. In the meantime details can be obtained by contacting Ann Swabey as above.

Appendices to reports are available for inspection as follows:-

Public Access points - Riverside - Keynsham, Guildhall - Bath, Hollies - Midsomer Norton, and Bath Central, Keynsham and Midsomer Norton public libraries.

For Councillors and Officers papers may be inspected via Political Group Research Assistants and Group Rooms/Members' Rooms.

- 4. Attendance Register:** Members should sign the Register which will be circulated at the meeting.
- 5. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.**
- 6. Emergency Evacuation Procedure**

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted.

Arrangements are in place for the safe evacuation of disabled people.

Parishes Liaison Meeting - Wednesday, 18th June, 2014

at 6.30 pm in the Council Chamber - Riverside, Keynsham BS31 1LA

A G E N D A

1. WELCOME AND INTRODUCTIONS

The Chair of Council, Councillor Martin Veal, will welcome everyone to the meeting.

2. EMERGENCY EVACUATION PROCEDURE

The Chair will draw attention to the emergency evacuation procedure as follows:

If the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted. Arrangements are in place for the safe evacuation of disabled people. The assembly point is along Temple Street, past the Ship Inn on the grassed area at the top of Dapps Hill.

3. APOLOGIES FOR ABSENCE

4. URGENT BUSINESS AS AGREED BY THE CHAIR

The Chair will announce any items of urgent business accepted since the agenda was prepared

5. MINUTES OF PREVIOUS MEETING ON WEDNESDAY 19TH FEBRUARY 2014
(Pages 5 - 12)

To approve the minutes of the previous meeting on 19th February 2014 as an accurate record.

6. THE B&NES CLINICAL COMMISSIONING GROUP

Dr Ian Orpen will give a presentation on the work of the B&NES Clinical Commissioning Group.

7. HYDRAULIC FRACTURING IN B&NES (Pages 13 - 14)

A briefing report is attached. Phil Mansfield (Group Manager, Building Control) will attend to answer questions.

8. LOCAL DEVELOPMENT FRAMEWORK (Pages 15 - 22)

A briefing report is attached. Simon de Beer (Planning Policy and Environment Manager) will attend to answer questions on the following issues:

- a. The progress of the Core Strategy
- b. The progress of the B&NES Placemaking Plan
- c. The progress of the B&NES Gypsies, Travellers and Travelling Show People site allocations DPD

- d. The progress of Neighbourhood Planning
- e. The Community Infrastructure Levy (verbal update)

9. CONNECTING COMMUNITIES (Pages 23 - 24)

A briefing report is attached for the meeting to note.

10. PAPERLESS CONSULTATION CONCERNING MINOR AND OTHER PLANNING APPLICATIONS (Pages 25 - 26)

A briefing note is attached for the meeting to note.

11. THE ENERGY@HOME INITIATIVE (Pages 27 - 28)

A briefing report is attached.

12. PARISH RANGERS SCHEME

A briefing note is expected for this item.

13. DATES OF FUTURE MEETINGS

The date of the next meeting will be Wednesday 22nd October 2014.

The Committee Administrator for this meeting is Ann Swabey who can be contacted on 01225 394416.

Bath and North East Somerset Council

PARISHES LIAISON MEETING

Minutes of the Meeting held

Wednesday, 19th February, 2014, 6.30 pm

Councillors: Neil Butters (Bath & North East Somerset Council) (Chair), Tim Ball (Bath & North East Somerset Council), David Dixon (Bath & North East Somerset Council), Tim Warren (Bath & North East Somerset Council) and Katie Hall (Bath & North East Somerset Council), Sally Davis (Bath & North East Somerset Council), Vic Pritchard (Bath & North East Somerset Council) .

Representatives of: Bathford, Bathampton, Cameley, Camerton, Chelwood, Clutton, Combe Hay, Compton Dando, Corston, Dunkerton, East Harptree, Englishcombe, Farmborough, Freshford, Hinton Charterhouse, Keynsham, Marksbury, Monkton Combe, Newton St Loe, Paulton, Priston, Publow with Pensford, Radstock, Salford, South Stoke, Stanton Drew, Timsbury, Ubley, Wellow, Whitchurch,

Officers attending: Louise Fradd (Strategic Director of Place), David Trethewey (Divisional Director of Policy and Partnerships), Simon de Beer (Planning Policy and Environment Manager), Lisa Bartlett (Development Manager, Planning and Transport Development), David Wales (Principal EEB Development Officer), Ann Cullis (Senior Arts Development Officer), Claire Gresswell (Programme Manager, Connecting Communities, Marion Britton (Interim Project Manager, Sustainability).

Also in attendance: Deborah White (Secretary ALCA), Tony Crouch (President ALCA), Eric Potter (Chair of B&NES Local Councils Association), Peter Duppa-Miller (Secretary to the B&NES Local Councils Association).

32 WELCOME AND INTRODUCTIONS

The Chair of Council, Councillor Neil Butters welcomed everyone to the meeting.

33 EMERGENCY EVACUATION PROCEDURE

The Clerk read out the emergency evacuation procedure.

34 APOLOGIES FOR ABSENCE

Apologies for absence were received as follows:

B&NES Councillors: Paul Crossley, David Bellotti, Ben Stevens, Simon Allen, Dine Romero, Caroline Roberts, Eleanor Jackson.

Parish Representatives: Farrington Gurney, Newton St Loe.

35 URGENT BUSINESS AS AGREED BY THE CHAIR

There was none.

36 MINUTES OF PREVIOUS MEETING ON WEDNESDAY 16TH OCTOBER

The minutes of the last meeting of 16th October 2013 were proposed for approval by Councillor Tony Crouch, seconded by Peter Duppa-Miller and signed by the chair.

37 BATH & NORTH EAST SOMERSET COUNCIL'S BUDGET 2014-2015

The Chair introduced this item and informed the meeting that the Cabinet Member and Finance Director were unable to attend. He explained that the budget had been passed with a reasonable measure of support and directed members to the budget press release issued on 18th February which gave more detail of the process.

38 COMMEMORATION OF THE CENTENARY OF THE START OF THE 1914-18 WAR

Ann Cullis (Arts Development Manager) introduced this item and invited parishes to share their plans for the commemoration with the Council. She informed the meeting that the centenary events would start on August 4th, which was the day in 1914 that war was declared. The B&NES civic ceremony would take place at the War Memorial in Royal Victoria Park at 6.00pm, followed by a special late evening service in Bath Abbey at 10.00pm (reflecting the time of day that war was declared).

There would also be a commemoration of Victoria Cross recipients. B&NES has one VC – Oliver Brooks from Paulton who was awarded the medal in 1915. An exhibition of photos and memorabilia from local people would be staged in the central library during the summer.

Ann Cullis informed the meeting that the dedicated email address for parish clerks to contact her about their parish commemorative events is centenary_worldwar1@bathnes.gov.uk

The Chair thanked Ann Cullis for her report.

39 THE ENERGY@HOME PROJECT

Marion Britton (Interim Project Manager, Sustainability) gave a presentation about the 'Energy@home' project. The presentation will be distributed to all Towns and Parishes.

The Centre for Sustainable Energy's Advice Line is currently available on 0800 082 2234.

The Energy@Home Advice service will be available from July 2014

The Energy@Home Provider will be in place in August 2014.

Councillor Katie Hall (Cabinet member for Community Integration) informed the meeting that the Council had been working with the Warmer Homes project for two years. She recommended the advice package and said that grants were available in all parts of the authority. It had been found that residents were more willing to work with the Council on these issues than with the energy companies. Councillor Tim Ball (Cabinet member for Homes and Planning) added that the Southdown and Twerton starter project under this scheme was going well and that he was happy to talk with parishes on this issue. Marion Britton added that she would welcome invitations to speak at Parish Council meetings about the project.

The Chair thanked Marion Britton for her presentation.

40 UPDATE ON "PAPERLESS CONSULTATION" REGARDING PLANNING APPLICATIONS

Lisa Bartlett (Development Manager, Planning and Transport Development) introduced this item and commented on the generally positive feedback that had been received about the transition to a paperless planning process.

Representatives from Freshford and Marksbury both expressed concern that some smaller councils do not have adequate technology (or funds to purchase it) in order to view the larger planning applications on screen. In reply, Lisa Bartlett confirmed that the planning office would be happy to supply paper copies of large applications for the foreseeable future. The project was moving forward in small steps and it was understood that some parishes would progress at a different rate. A representative from Compton Dando commented that the broadband speed made it very time-consuming to download applications – Lisa Bartlett asked that this issue be brought to one of the planning workshops. Several parishes also pointed out that applicants should be asked to ensure that their diagrams and plans are properly designed to be viewed on a screen. A representative from Dunkerton, which has made a complete transition to paperless planning applications, said that other parishes were welcome to attend their meetings and see how the process works. It was noted that there were 6 parishes in B&NES who had gone paperless.

Councillor David Dixon (Cabinet Member for Neighbourhoods) agreed that it would be useful to ask applicants to tailor their applications for on-screen viewing and also to use the zip folder tool. A representative from South Stoke added that naming files instead of just numbering them would help with identification – Lisa Bartlett agreed to look into this idea. A representative from Stanton Drew asked whether the weekly planning lists would still be available in hard copy and was informed that they would.

The Chair thanked Lisa Bartlett for her report.

41 UPDATE ON THE "CONNECTING COMMUNITIES" PROJECT

Claire Gresswell (Programme Manager, Connecting Communities) introduced this briefing which detailed progress made with the Connecting Communities project

since last reported in October 2013. A three-phase framework, consisting of an annual conference, local cluster forums and support areas has emerged as the preferred model. A Council Director-level sponsor will be appointed for each cluster together with a dedicated locality team of officers. It is anticipated that the current Parish Cluster Group meetings will be absorbed into the Connecting Communities Forums. The Parish Charter will need changing to reflect these developments. David Trethewey (Divisional Director of Strategy and Performance) added that they were learning from the pilots before rolling out the full programme and were working hard to develop relationships with the various partners.

Councillor Vic Pritchard expressed concern that, in this proposed model, the Parishes Liaison meeting would cease to exist, but David Trethewey replied that there were no proposals to discontinue this meeting, rather it was hoped to improve it. The new Forums would replace the Parish Cluster Groups and the PACT meetings. Discussions were also under way about how to engage with the City of Bath.

Councillor David Dixon added that the project was all about developing a toolbox of different ways of engaging with communities according to their individual needs. A representative from Monkton Combe informed the meeting that a local forum called the Valley Parish Alliance had been set up in partnership with neighbouring parishes from West Wiltshire and he extended an invitation for Cllr Dixon to attend.

The Chair thanked Claire Gresswell for her report.

42 UPDATE ON THE PARISH CHARTER

Peter Duppa-Miller (Secretary to the B&NES Local Councils Association) introduced this item and informed the meeting about the changing scenario of public engagement which now included other public services including the police, health service and fire and rescue. The Parish Charter consequently needs to evolve to reflect these changes and so a radical update was planned towards the end of 2014. A representative from Freshford commented that the Parish Charter was a practical document which laid out a code of practice between parishes and officers – he asked that that aspect of it be kept in the future version. Peter Duppa-Miller assured him that the future Charter would retain the mutual commitments as before.

The Chair thanked Peter Duppa-Miller for his update.

43 UPDATE ON THE LOCAL DEVELOPMENT FRAMEWORK

Simon de Beer (Planning Policy and Environment Manager) introduced this item which updated the meeting on progress with the Local Development Framework. He said that the Inspector's recommendation that B&NES new housing provision would not need to be more than 13,000 had been welcomed. However, this figure cannot yet be used to inform planning decisions as the Core Strategy has not been finalised.

A representative of Combe Hay asked whether there would be any further statements of Common Ground regarding the green belt and was informed that most of the proposed statements were now complete and published. Simon de Beer was also asked whether he thought that developers would challenge the requirements for numbers of affordable housing. He replied that they already had done so through the November 2013 consultation and there was considerable disagreement on that score.

A representative from Ubley stated that their village currently only had infill developments within the existing housing boundary and asked whether they would have to provide more houses. Simon de Beer replied that, as Ubley is within an AONB, then the character of the village would be taken into account together with the rationale behind the Parish Council's conclusions about extra houses. The AONB status does allow for some developments.

Councillor Tim Ball (Cabinet Member for Homes and Planning) commented that it was hard getting the Core Strategy together but there was now hope that it would get through the inspection process, enabling the authority to defend applications contrary to its provisions. Simon de Beer added that work was progressing on the Community Infrastructure Levy (which is a tax on development profits) and a more detailed report will come to June Parishes Liaison.

With regard to the Placemaking Plan, Simon de Beer informed the meeting that, of necessity, it had taken second place to the Core Strategy in recent months. He thanked the parishes for their assessments and said that the department has planned to respond to these by early April 2014.

With regard to the Gypsies, Travellers and Travelling Show People Site Allocations DPD, Simon de Beer informed the meeting that the options consultation would be sent out towards the end of 2014 with a draft plan to be published in 2015. A representative from Compton Dando asked for re-assurance that this would not mean that B&NEs would go soft on enforcement and was not changing its attitude. Simon de Beer replied that now the authority has authorised sites, the government advice was not to approve planning permission in the green belt. Lisa Bartlett added that each case would be taken on merit and that the general policy was to take a wider view of the need across the district – it may be that land will need to be taken out of the green belt to achieve that end. Officers were reviewing the case regarding enforcement.

Councillor Tim Ball said that the authority currently has 2 pitches, but no transit pitches. If the Lower Bristol Road application is successful, it would have 5 transit pitches which would ease the situation. Councillor Vic Pritchard asked whether green belt designation is removed when land is being considered for a travellers' site and was informed that national policy states that if a site is to be used for the travelling community, then it should be removed from the Green Belt through the Plan-making process. Planning permission should not be granted on sites within the Green Belt unless there are very special circumstances. The authority preferred to allocate them through the Plan-making process. The Lower Bristol Road site emerged via the Plan-making process, but the planning application has come forward in advance of the finalisation of the plan. It will need very special circumstances for planning permission to be granted. If permission is granted, the land may subsequently be removed from the green belt.

44 UPDATE ON THE IMPROVEMENT OF RURAL BROADBAND IN N.E. SOMERSET

David Wales (Principal EEB Development Officer) introduced this item. Also in attendance were Laurent Boon from British Telecom and David Bland from Wansdyke Telecom. David Wales informed the meeting that surveying for the roll-out of high speed broadband in B&NES was planned for spring 2014 with first services live at the end of 2014. With regard to funding, an announcement would be made shortly about the share of the £250m allocated by the government for rural programmes and also the £10m which has been designated for far-flung communities.

Councillor Tim Warren asked for details of areas which would not be covered and was informed that until more areas had been surveyed, it was difficult to state where there would not be a service. When asked about speeds, Laurent Boon said that 90% would get 24Mb or above – it depended on the residents' distance from the cabinets.

A representative from Dunkerton asked when their village would get broadband in their own right – at present they were included with Peasedown St John linked to a commercial supplier. Laurent Boon offered to investigate. A representative from Combe Hay asked whether, as the surveying phase progressed, the parishes could help in any way. Laurent Boon thanked him but replied that the company's main interaction was with the highways department and the power companies.

A representative from Stanton Drew asked what the survey included, to which Laurent Boon replied that they check the capacity, the fibres and the ducting network. They also ensure they can get power to the cabinets and are trying to get fibre much nearer to homes.

David Bland of Wansdyke Telecom gave a presentation about the Broadband service that he had set up based in Newton St Loe which has an upload and download speed of 800Mbps. A representative from Freshford asked about the costs compared to BT and was informed that it could be installed at a cheaper price.

The Chair thanked David Wales, Laurent Boon and David Bland for their contributions.

45 UPDATE ON THE PARISH HIGHWAY RANGERS PROJECT

The meeting was asked to note the briefing paper on progress with the Parish Ranger pilot in the Chew valley as prepared by Stefan Chiffers (Area Traffic Engineer West, Transport Planning).

46 PRESENTATION TO THE CHAIR OF COUNCIL

Peter Duppa-Miller, on behalf of the Parishes Liaison meeting, thanked Councillor Neil Butters for chairing the meetings during 2013 – 2014 and presented him with a gift of a bottle of local wine.

47 FUTURE DATES OF MEETINGS

The next meeting will be on Wednesday 18th June 2014 in the Council Chamber, Riverside North, at 6.30pm.

The meeting ended at 8.40 pm

Chair(person)

Date Confirmed and Signed

Prepared by Democratic Services

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Item 7

Hydraulic Fracturing in B&NES

9th June 2014

Paper for Parishes Liaison Meeting 18th June 2014

Philip Mansfield – Group Manager Building Control

email: phil_mansfield@bathnes.gov.uk tel: 01225 477541

1. As of the date of this report there have been no more planning applications in respect of exploration for coal bed methane (CBM)/shale gas in the B&NES area or in the area surrounding B&NES.
2. To recap if companies want to explore for CBM/shame gas they first need to acquire a Petroleum Exploration and Development Licence (PEDL) from the Department of Energy and Climate Change (DECC). DECC offer these licences in rounds. The 13th round of licences were issued in 2008 and there are four PEDL licences covering parts of the B&NES area and further south into the Mendips.
3. The licences run for an initial period of 6 years and then can be extended for further periods at the request of the licence holder and providing DECC are satisfied that the licence holder has made attempts to pursue the work programme detailed in each licence. Otherwise the licences will be relinquished.
4. As of the date of this report DECC have confirmed that three of the licences have been relinquished but the fourth, PEDL 227 has been extended by a year. This covers the central/south of the B&NES district over Mid Somer Norton and into Mendip District.
5. The relinquished licences could be re-issued on the 14th round licence issue.
6. DECC have recently consulted on the Strategic Environmental Assessment (SEA) for the next round of licences, the 14th round issue. This covers most of the other areas that were not already licensed. It is not clear yet when the 14th round licences will actually be opened for offer.
7. A web page on the B&NES web site has been created to provide further information on this matter www.bathnes.gov.uk/fracking
8. Philip Mansfield will be attending the meeting to answer questions and to show maps which detail the licence areas. However these can also be viewed on the UK Onshore Geophysical library web site: <http://www.ukogil.org.uk/webmap/index.html>
9. B&NES Building Control and Planning Policy team have been working with neighbouring councils and the Environment Agency to form an Energy Minerals Group to enable the sharing of information and provide a consistent approach across the region. They have produced a Topic Paper which gives further information about this subject. This can be found on www.bathnes.gov.uk/fracking web page
10. Planning Policy context – B&NES is in the process of preparing a Placemaking Plan. This will complement the Council's Core Strategy by setting out the planning requirements for the delivery of key development sites within the District. It will also update and review the planning policies used in the determination of planning applications to ensure there is a robust and up to date planning policy framework in place for the period up to 2029. It is

intended that the Placemaking Plan will include a policy framework for considering planning applications for each of the phases of development relating to the extraction of shale gas and coal bed methane (unconventional gas resources). Consultation on policy options will take place in November 2014. To keep up to date with progress on the Placemaking Plan visit our dedicated webpage www.bathnes.gov.uk/placemakingplan

PARISH LIAISON MEETING

18TH JUNE 2014

LOCAL DEVELOPMENT FRAMEWORK UPDATE

1. PROGRESS OF THE CORE STRATEGY

Introduction

1.1 An update on the Core Strategy was given to the last Parish Liaison meeting in February. At that time the Inspector had considered issues relating to the overall housing requirement and following the hearing in December 2013 concluded that he was not persuaded that overall housing provision needs to be greater than the around 13,000 homes proposed by the Council.

1.2 The Inspector stated that the issues he wanted to scrutinize more closely were;

- the Spatial strategy (housing/employment distribution);
- housing delivery, including 5 year supply calculation and the SHLAA;
- the timing and consequences of plan review;
- the Green Belt allocations & safeguarded land; and
- other matters arising from the consultation were due to be discussed at hearings in March & April 2014.

1.3 Those hearings have since taken place and this note gives a brief update on the next steps in the Core Strategy process.

Hearings in March & April 2014

1.4 The issues outlined in paragraph 1.2 above were debated at the hearings in March & April 2014. In addition to these issues, the other issues discussed included;

- whether small (non-strategic) scale changes to the Green Belt in order to accommodate development;
- sustainable construction/affordable housing requirements and the impact on development viability; and
- the gypsy & travellers accommodation policy.

1.5 The Core Strategy remains at Examination until the Council receives the Inspector's Report. The Inspector has advised that the Council should receive his report towards the end of June. Whilst the Inspector has not supplied the Council with any interim conclusions he confirmed at the end of the hearings that he would advise the Council if he had any significant outstanding concerns on the soundness of the Core Strategy. As no such concern has been made, it is likely that the Inspector will find the plan sound, subject to some modifications. With regard to the Green Belt allocations it is worth noting that the Inspector commented on the finely balanced nature of the arguments.

Next Steps

1.6 Once the Council receives the Inspector's draft Report it has up to two weeks to undertake a fact check prior to the Inspector issuing his final Report.

- 1.7 It is intended that the Inspector's recommended modifications and adoption of the Core Strategy are considered at the full Council meeting on 10th July. Prompt adoption of the Core Strategy is highly desirable because;
- Once adopted the Council can give full weight to it in planning decisions thereby closing the vulnerability to aggressive planning applications in the more unsustainable parts of the district
 - It enables progress to be made on the preparation of the CIL which has to be in place by early Spring 2015 in order to limit loss of income to the Council and town & parish councils
 - It facilitates delivery of corporate objectives by providing clarity on key development locations and on the delivery of housing and economic growth
 - It provides certainty to local communities and the development industry on the location of new development.

- 1.7 Following adoption of the Core Strategy, and for the purposes of determining planning applications, the Council's Development Plan will be as set out below;
- The adopted Core Strategy
 - Saved policies in the B&NES Local Plan
 - The Joint Waste Core Strategy

These Development Plan Documents are supplemented by a suite of adopted Supplementary Planning Documents that are listed on the Council's website.

- 1.8 Assuming the successful adoption of the Core Strategy, the key priorities for policy development are;
- Preparation and adoption of CIL (verbal update to be provided at the meeting)
 - Progression of the Placemaking Plan to provide the greater level of detail on the Council's aspirations on those sites where it is necessary and to incorporate the Enterprise Area Masterplanning work (see section 2 below)
 - Progression of the Gypsy & Traveller sites identification Plan (see section 3 below)
 - Working with the other West of England authorities on a co-ordinated plan review across the sub-region.

2. PROGRESS OF THE PLACEMAKING PLAN

Introduction

- 2.1 Town & Parish Councils will be aware that the Placemaking Plan Launch document setting out the broad scope of the document and issues to be considered was published for public consultation autumn 2013. The next stage of the Placemaking Plan is the preparation of an Options document which it is anticipated will be considered by Cabinet in November this year for approval for public consultation. The Options document is a spring board towards the preparation of the Draft Plan which is currently programmed for publication in spring 2015.
- 2.2 In preparing the Options document the report to the last Parish Liaison Meeting identified the following key streams of work;
- Preparation of generic district wide planning policies (including an update to the current Local Plan policies)
 - Allocation of key development sites not already allocated in the Core Strategy, mainly brownfield development sites in and around Bath
 - Work with Town & Parish Councils to identify sites for development and assets for protection in rural areas
- 2.3 These streams of work continue to progress and a brief update on the work being undertaken with Town & parish Councils is set out below.

Work with Town & Parish Councils

- 2.4 The Town and Parish Councils have responded positively to working collaboratively with the District Council on the Placemaking Plan. More than forty Parish/Town Councils are involved in this challenging task and they have supplied one or more of the following:
- character assessment of their village
 - suggested important assets to for protection through the Placemaking Plan
 - identification and assessment of potential development sites
- 2.5 The District Council has now undertaken an initial review and validation of the work submitted by Town & Parish Councils by the specified deadline. This focussed on reviewing the application of the toolkits supplied to parishes and validation of the current designations applying to potential development sites. A validation report has been supplied to relevant Town & Parish Councils.
- 2.6 More detailed review of the character assessment and site appraisals submitted is now being undertaken by B&NES. This will include visiting/appraising some of the development sites to assess their suitability for allocation in the Placemaking Plan. Once this review work has been undertaken the District Council will send further feedback to the town & parish councils and discuss emerging conclusions as appropriate. A note setting out the proposed programme/process for the next steps

will be sent out to all town & parish councils soon. Building on the excellent work undertaken thus far these next steps will include the invitation for town & parish councils to be involved in and undertake some work in reviewing their Housing Development Boundaries.

- 2.7 The successful involvement Town & Parish Councils in the Placemaking Plan has enabled a significant local resource to be mobilised to the benefit of local communities which will enable them to have greater ownership of the planning framework for their areas as encouraged by the Localism Act. The benefits of this approach have been recognised by Department for Communities and Local Government.
- 2.8 Town and Parish Councils also have the opportunity to progress the preparation of a Neighbourhood Plan (see update in section 4 below).

Placemaking Plan Options Document

- 2.8 The workstreams described above will come together in the Placemaking Plan Options document, consultation on which is due in Autumn 2014. The Options document will comprise;
- The sites emerging from the work by Parish and Town Councils
 - Policy approach to the protection of assets identified by Parish and Town Councils
 - Options for the review of HDBs
 - Proposals emerging from the Enterprise Area Masterplan work
 - Updated policies from the Local Plan and new policies where needed
 - Allocation of other key brownfield sites
 - Outputs from other Council strategies such as the Transport Strategy, the Leisure Strategy, the Green Spaces Strategy, the Economic Strategy and the Health & Wellbeing Strategy.

3. PROGRESS OF NEIGHBOURHOOD PLANNING

3.1 To date there are nine parished areas with Neighbourhood Plan Area designations within B&NES. One of these (Chew Valley) comprises a cluster of parishes. The nine designated areas are as follows:

- Batheaston
- Chew Valley Area
- Clutton
- Englishcombe
- Freshford
- Midsomer Norton
- Stanton Drew
- Stowey Sutton
- Timsbury

3.2 Many of the areas are progressing Neighbourhood Plans and are gathering evidence, formulating policies and undertaking consultations. A brief update on these areas is set out below:

Batheaston and Timsbury

Batheaston and Timsbury are now at the evidence gathering stage and are holding consultation events to learn what their parishioners want to protect, what they would like to improve and what their aspirations are for the future. From these consultation events the parishes are establishing Steering Groups to gather evidence on different Neighbourhood Planning topics and are beginning to prepare Neighbourhood Plan policies.

Clutton and Stowey Sutton

Clutton and Stowey Sutton Parish Councils have held several consultation events, gathered lots of evidence about their villages and are now at the stage where they are drafting their Neighbourhood Plan policies.

DCLG visited both parishes in January 2014 and was impressed by the amount of Consultation and the direction of the Plans.

Stanton Drew

Stanton Drew has been engaging widely with their Parish and have established steering groups to gather evidence and formulate policies on different topic areas for their Plan. DCLG visited in January 2014 and offered advice and assistance. DCLG acknowledged all the hard work that has been undertaken by Stanton Drew on developing their Plan.

Midsomer Norton

Midsomer Norton is currently working on developing Neighbourhood Plan policies.

Chew Valley area

Seven parishes in the Chew Valley area are working together on a Neighbourhood Plan. The Chew Valley have been designated as a Neighbourhood Plan area and are currently working on developing their evidence base.

Englishcombe

Englishcombe has been focusing on the Placemaking plan however it are looking at starting work on their Neighbourhood Plan again in the future.

Freshford

Freshford and Limpley Stoke have undertaken final consultation on their draft Plan and are in the process of making amendments with the intention of submitting it for validation by B&NES and Wiltshire Councils and examination in summer 2014. The current programme envisages the referendum in autumn 2014 and adoption at the end of the year.

Neighbourhood Planning Support

- 3.4 Some areas have recently successfully secured £7,000 funding and/or in-kind support from Locality/Planning Aid. The National support package for Neighbourhood Planning is still accepting applications for funding from Parish/Town Councils and Neighbourhood Forums – full details can be found on the Council's website at www.bathnes.gov.uk/neighbourhoodplanning
- 3.5 The Council's website is also being updated to provide information on the national context and the growing use of Neighbourhood Planning. It will set out more information on developing a Neighbourhood Plan and on the whole suite of Neighbourhood Planning tools available to use by Parish and Town Councils.
- 3.6 Positive feedback from National Neighbourhood Planning unit at DCLG has also been given with regard to B&NES Council and the communities and neighbourhoods preparing plans. B&NES Council has been chosen as a "leading authority" and is one of a select few Council's nationally who has been invited to join the Neighbourhood Planning Champions network. This will help to improve the advice and support B&NES Council is able to provide to town and parish councils.

4. PROGRESS ON GYPSIES, TRAVELLERS AND TRAVELLING SHOW PEOPLE SITE ALLOCATIONS DPD

- 4.1 An update on this work was provided to Parish Liaison Meeting in February 2014. This update included setting out the revised timetable for this work agreed in the Council's Local Development Scheme and identification of some of the key tasks needed to take forward preparation of the DPD. These included:
- a. On-going site assessment work
 - b. Co-operation with adjoining authorities to ensure a joint strategic approach to provision has been undertaken;
 - c. Assessing the contribution that major development sites can make towards accommodating travelling communities;
 - d. Investigating the scope to regularise existing Travelling Showpeople accommodation;
- 4.2 Since the Parishes Liaison Meeting in February work has and continues to be taken forward with the other authorities in the West of England in securing a consistent approach to the assessment of accommodation needs and to establish arrangements for ensuring the Duty to Co-operate is met. This work will influence and set the context for meeting the needs arising in B&NES. Now that the work on the Core Strategy is coming to an end, a greater focus can be given to the preparation of this DPD.
- 4.3 Town and Parish Councils may be aware that a planning application at the unauthorised site at Lower Bristol Road, Bath has recently been granted planning permission. This will enable the site to provide 8 permanent pitches and 5 transit pitches for travellers. This will meet the District's needs for transit pitches (as identified in the GTAA) and significantly contribute to meeting the need for permanent pitches.

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Parishes Liaison Meeting – 18th June 2014

Connecting Communities

1. Aim of this briefing

This briefing note updates on the progress of Connecting Communities, Parishes Liaison having received updates on 19th June and 16th October 2013 and 19th February 2014.

2. Update

In the Somer Valley Cluster Area there is agreement to establish a Somer Valley Forum and a working group will finalise detailed arrangements. It is expected that the first Forum meeting will take place in July.

The Keynsham and Chew Valley Clusters areas will be finalising their Forum arrangements at a meeting on 24th July.

Each forum is establishing a forward plan of key items for discussion.

As a result of this Parish Cluster Group meetings for the Keynsham and Chew Valley area and Somer Valley area (Parish Cluster Groups 1, 4 and 5) will no longer take place. Parish Cluster meetings for Groups 2 and 3 will continue at present. The types of issues raised at Parish Cluster meetings may still be brought to the relevant Forum meetings, with a view to establishing common themes across communities, agreeing priorities and looking at ways in which organisations can work together to address them.

3. Next Steps

There has been considerable experience gained from the Clusters where work has taken place so far and there is still more learning to come as the first “Forum” meetings are held. It is currently proposed that this be collated and reported to Cabinet before any further Clusters are progressed.

The Council also agreed that Bath & North East Somerset Council AGM on 8th May established a cross-party working group to consider options to strengthen community representation and civic governance within Bath.

Parishes have been informed of the options under consideration by the working group and these are set out on the Bath City Conference website (see link below)

<http://www.bathcityconference.net/>

Andy Thomas

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PARISH LIAISON MEETING 18th June 2014

PAPERLESS CONSULTATION

A successful workshop was held on 12 May for Parish and Town councils who wanted to know more about working electronically with planning applications. 17 parishes and 1 town council were represented, mostly by clerks. There were a number of presentations and some round table discussions, the outputs of which are now all published on a new webpage we have set up specifically to support parish and town councils here:

<http://www.bathnes.gov.uk/services/planning-and-building-control/planning/planning-advice-and-guidance/parish-and-town-council>

The event was opened by a demonstration from Martin Robinson, Chair of Dunkerton on how they work electronically in their parish meetings and not just for planning applications either. The whole meeting is presented on a screen in public so that everyone can see the agenda, actions from previous meeting, updates and documents from Defra, Highways etc and the planning application plans and photographs. The benefits for Dunkerton have been an increase in attendance and debate at meetings, time savings for the Clerk, reduction in printing postage and admin costs to the tune of over £400 a year. This means that the equipment they bought 2 years ago is now paid for in savings.

There was also a talk by Robin Vaissiere from the Planning Portal who showed that some local planning authorities are consulting with their parishes electronically on over 80% of applications.

The round table discussions produced some lively discussion and debate on benefits and barriers plus some requests for us to change the way the website displays information such as including a date field. Some requests we are hoping to be able to deliver and information on this will be available as we get it.

We also shared a number of useful funding sources for the purchase of equipment to enable electronic working. It appears that none of the parishes represented had previously applied for funding and Robin seemed confident that if they did, they would be successful.

Most of the barriers that were raised did produce some options for possible solutions and these are all documented on the webpage.

We have asked the parish and town councils to register their interested in us running another workshop (later start at 5.00pm) and so far 3 have said they would be - Wellow, High Littleton, Compton Martin.

The 7 electronic parishes now are: Cameley, Corston, Dunkerton, Farrington Gurney, Hinton Blewett, Priston, Wellow

Parish & Town councils who attended the workshop were: Bathford, Chew Magna, Clutton, Combe Hay, Compton Dando, Englishcombe, Farmborough, Keynsham, Markbury, Newton St Loe, Priston, Publow, Saltford, South Stoke, Stanton Drew, Stowey Sutton, West Harptree, Whitchurch.

Clerks and Chairs are encouraged to register interest in another workshop.

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Parish Liaison Meeting 18th June 2014
Update on B&NES Energy@Home & Bath Green Homes

B&NES Energy@Home Partnership:

A Partnership of B&NES Council, Curo, Bath & West Community Energy

Aim: To promote energy efficiency, better heating, insulation and renewable energy in B&NES

Reasons for involvement

- reduce fuel poverty
- improve health & well-being
- cut carbon emissions
- strengthening the local economy

Benefits for residents:

- warmer, healthier homes
- lower energy bills
- improved property values

Method: Appoint an Advice Service and a Retrofit Delivery Partner who will work together to deliver the B&NES Energy@Home Scheme to residents.

B&NES Energy@Home Main Scheme: A scheme to help residents access the help and support they need to make their homes more energy efficient by providing:

- a fully supported customer journey
- access to grants, finance and special offers
- a quality assured installation using accredited, local installers
- a scheme endorsed by B&NES Council

Due to launch publicly in September 2014.

B&NES Energy@Home Interim Arrangements:

A partial version of the scheme is starting during the summer, because of our successful bid to DECC's Green Deal for Communities Fund, which means we have new grants for solid wall insulation to offer B&NES residents (expected July 2014).

Until the full B&NES Energy@Home scheme launches in September 2014, please direct people to the Centre for Sustainable Energy Home Energy Advice Line for information about grants and free, impartial energy advice.

Freephone 0800 082 2234 / 0117 934 1957 (cheaper from a mobile)

www.cse.org.uk/advice / home.energy@cse.org.uk

Bath Green Homes:

Bath Green Homes is community project organised by Transition Bath, Bath Preservation Trust and B&NES Council looking at practical ways we can make our homes warmer, greener and cheaper to heat.

A programme of events will run from September to the end of November including the Bath Home Improvement Fair on Sunday 14th September, and the green open homes weekend on Saturday 27th & Sunday 28th September where you can visit a wide variety of homes that residents have made more energy efficient. We are currently looking for volunteers. Find out more:

www.bathgreenhomes.co.uk / admin@bathgreenhomes.co.uk / 01225 477528

We are looking to expand the open homes across B&NES over the rest of the year to include those receiving solid wall insulation grants from the B&NES Energy@Home Scheme.

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