



All members of the Planning and Licensing Committee are hereby summoned to a meeting of the
Planning and Licensing Committee
to be held on
Thursday 27 July 2017 commencing at 6pm in Cullompton Town Hall

Judy Morris

SIGNED: Mrs Judy Morris (Town Clerk)

DATE: 21 July 2017

Membership: Councillors Eileen Andrews, Gordon Guest, Janet Johns, Kate Haslett and Richard Thorne.

AGENDA

1. **Apologies:** To receive apologies for absence.
2. **Declarations of Interests:** To receive declarations of disclosable pecuniary interests and personal interests.
3. **Minutes:** To agree the minutes of the Planning and Licensing Committee meeting held on 13 July 2017 (Appendix A).
4. **Public Question Time:** To accept questions from members of the public present at the meeting.
5. **Planning and Licensing Matters:**
 - a. To consider and make comment on planning applications received for Cullompton 21 and available to view at the [Planning Portal](#):
 - i. [17/01127/FULL](#) – Mr and Mrs C R Down

Erection of an agricultural worker's dwelling at Land and Buildings at NGR 302513 103518 (Weavers' Meadow), Langford.
 - ii. [17/01170/MOUT](#) – Codex Land PCC

Outline application for the erection of up to 200 dwellings, together with associated infrastructure and other works, including vehicular access, on land comprising northern portion of Phase 1 of the North West Cullompton Urban Extension at Land at NGR 302186 108607 North of Rull Lane and to The West of Willand Road, Cullompton.
 - b. To receive planning determinations and consider any other planning matter brought forward at the discretion of the Chair.

c. To consider applications from neighbouring Parishes.

6. **Neighbourhood Plan:**

i. To receive an update (Appendix B).

7. **Correspondence:** To consider correspondence received after the despatch of this Agenda.

8. **Date and time of the next meeting:** To confirm the date and time of the next meeting as 10 August 2017 commencing at 6pm.



Planning and Licensing Committee

held on

Thursday 13 July 2017 commencing at 6pm in Cullompton Town Hall

Membership: Councillors: Eileen Andrews, Gordon Guest, Janet Johns, Kate Haslett and Richard Thorne.

Those present: Councillors Gordon Guest (Chair), Janet Johns, Kathryn Haslett and Iain Emmett.

DRAFT MINUTES

11. **Apologies:** Apologies for absence were received and accepted from Councillors Richard Thorne (personal) and Eileen Andrews (personal).
12. **Declarations of Interests:** The following declarations of disclosable pecuniary and personal interests were made:

All Committee members declared a personal interest in application 17/00983/HOUSE as they are well known to the applicant, Councillor Richard Thorne.
13. **Minutes:** The minutes of the Planning and Licensing Committee meeting held on 8 June 2017 were adopted as a true and correct record of the meeting and signed as such. Proposed Councillor Gordon Guest, seconded Councillor Janet Johns.
14. **Public Question Time:** As there were no members of the public present, this section of the meeting did not take place.
15. **Planning and Licensing Matters:**
 - a. To consider and make comment on planning applications received for Cullompton 21 and available to view at the [Planning Portal](#):
 - i. [17/00991/FULL](#) - Mr W Ellworthy
Erection of a dwelling at Holly House, Willand Road, Cullompton.
4/5 bed architect designed bespoke detached dwelling with a detached double garage and off-street parking. This is a revised application to replace a permitted application for two dwellings on the same site.
Recommend grant permission. Proposed Councillor Kathryn Haslett, seconded Councillor Janet Johns.
 - ii. [17/00983/HOUSE](#) - Mr R Thorne
Erection of front porch at 10 Raleigh Drive, Cullompton.
As this applicant is a Councillor, no comment will be made on this application.

- iii. [17/01049/FULL](#) - Mr and Mrs Hitt
Formation of new track and access for residential use at Land at NGR 302670 102989 (Newcourt Barton), Langford.

New access drive, gates to drive and adjoining field. Drive constructed largely from permeable materials.

Recommend grant permission. Proposed Councillor Kathryn Haslett, seconded Councillor Iain Emmett.

- iv. [17/1000/LBC](#) - Mr R Sivlal

Listed Building Consent for structural repairs to East and South elevations, including replacement of existing cement render with lime render. at Manor House Hotel, Fore Street, Cullompton.

Recommend grant permission. Proposed Councillor Gordon Guest, seconded Councillor Iain Emmett.

- b. To receive planning determinations and consider any other planning matter brought forward at the discretion of the Chair. None.
- c. To consider applications from neighbouring Parishes. None.

16. **Neighbourhood Plan:**

- a. To receive an update. Gordon Guest reported that DCC has funding available to expand Secondary School provision in the district. The Neighbourhood Plan Steering Group met 13 July 2017 and the Regulation 14 Consultation should commence 20 Sep 17 – as a result the NP administrator will require more hours to cope with the increased workload. After discussion it was:

RECOMMENDED: That the NP Administrator working hours are increased to the original hours contracted from 1 August until 31 October 2017 in order that all documentation can be prepared for the Regulation 14 Consultation period. Proposed Councillor Gordon Guest, seconded Councillor Kathryn Haslett.

- b. To respond to MDDC's e-mail of 2 June 2017. Appendix 1 to these minutes contains a detailed response to this e-mail.

The NPSG asked, as a sub-group of the Planning Committee, if the Planning Committee wishes the NPSG to conduct work on the GVI, it should resolve that the NPSG conducts such work and request funding to support this work. This question will be added to the next Agenda of the Planning Committee.

RESOLVED: That the response to MDDC is approved and forwarded to MDDC. Proposed Councillor Gordon Guest, seconded Councillor Iain Emmett.

17. **Correspondence:** To consider correspondence received after the despatch of this Agenda. An e-mail was received from MDDC informing the council that the determination of planning application 17/00792/FULL (erection of 2 dwellings on land at Headweir Road) to enable the MDDC Planning Working Group to conduct a site visit. It was agreed that Councillor Gordon Guest will attend this site meeting, to be held on 21 July 2017 at 10am, on behalf of the council.

18. **Date and time of the next meeting:** To confirm the date and time of the next meeting as 27 July 2017 commencing at 6pm.



Town Clerk: Mrs Judy Morris BA(Hons)

APPENDIX 1

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Mrs J Clifford
Head of Planning and Regeneration
Mid Devon District Council
Phoenix House
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TIVERTON
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14 July 2017

CULLOMPTON GARDEN VILLAGE INITIATIVE (GVI) AND NEIGHBOURHOOD PLAN (NHP)

Reference:

- A. MDDC (Mrs J Clifford) E-Mail (Knowle Lane, Cullompton and Garden Village Funding (Neighbourhood Plan)) dated 6 June 2017.**

Cullompton Town Council Planning Committee.

On 12 July 2017, the Cullompton Neighbourhood Plan Steering Group met and agreed to accept this response to MDDC in response to the MDDC questions raised at the Reference. The report was subject to Cullompton Town Council Planning Committee ratification.

On 13 July 2017, Cullompton Town Council Planning Committee met and resolved to agree this response and forward it to MDDC.

In Response to MDDC

If the NHP Steering Group was funded to facilitate additional GVI workshops, costs would rise. Therefore, if MDDC agree to provide additional funding to the Cullompton NHP, further work can be conducted. If MDDC do not allocate extra funds then no further GVI work can be done.

Cullompton Town Council Planning Committee agree that the Neighbourhood Plan Steering Group could continue to undertake GVI work until such time as the MDDC GVI project team forms and fully establishes the GVI working groups on condition that the Cullompton NHP was funded through the GVI Project funding stream.

As a result of the March 2017 workshop on the Garden Village funded, led and organised by the NHP Steering Group, the Cullompton Neighbourhood Plan was amended. The new version of the plan references the GVI on pages 7 to 9 and there is now a specific policy – Policy SD06 Garden Village Initiative – on pages 22 -25 included within the June 2017 version of the NHP.

- a. The Cullompton Neighbourhood Plan will continue through the required NHP process (see table 2 for timetable).
- b. The NHP is aiming to begin the required Regulation 14 consultation on 20 September 2017 although this will be dependent on the response from the Planning Inspector to the revision of the MDDC Local Plan.
- c. The GVI is separate from the NHP process. If the NHP continues to work on the GVI, this would need to be seen as separate from the NHP but still informing and guiding the NHP.
- d. The full actual costs of the March 2017 GVI workshop was £3,868.32. The NHP Steering Group wish to recover the full costs of this workshop from the MDDC Garden Village funding streams.
- e. The budget, detailed at Table 1 below, sets out the NHP additional funding options. The funding need varies from a requirement for an additional £2,700 to an additional £20,200 dependent on how many GVI workshops are progressed and the changes required to update the Neighbourhood Plan. There is a budget shortfall regardless of which option is taken.
- f. The NHP Steering Group has costed further GVI workshops at approximately £3,500 each. The NHP Steering Group and Cullompton Town Council Planning Committee requests that MDDC consider funding further GVI workshops.
- g. Cullompton Town Council Planning Committee request MDDC to provide additional funding to the Cullompton NHP in addition to those requested for in item 5 above.

Cullompton Neighbourhood Plan July 2017

In June 2017, an updated Cullompton Neighbourhood Plan was produced. This takes account of the updates and changes in the MDDC Local Plan 2017 and the feedback received from the March 2017 Garden Village workshop. Therefore the current NHP version could progress more or less as it stands with no additional information or evidence.

An option for the NHP is that the NHP Steering Group considers and then develop further GVI workshops. Whilst this process would be distinct from the final phases of the NHP, these GVI workshops might run in parallel.

Cullompton Neighbourhood Plan Background

The Cullompton Neighbourhood Plan began in 2013 with the aim to be nearly complete by the Town Council elections in May 2015. There was extensive public consultation in 2014 and, by and large, the NHP met these deadlines for 2015. It was acknowledged that the Cullompton Neighbourhood Plan should run in parallel with the MDDC Local Plan which was delayed from 2015 to 2017 and was submitted to the Planning Inspector in 2017.

This meant that the Cullompton Neighbourhood Plan project is some two years behind the original schedule and substantially over budget. To reduce these over budget costs, the NHP Administrator's hours were reduced and further public consultations were postponed. To prepare for the Regulation 14 consultations, the NHP administrator's hours would have to be increased to the original level, and additional public consultations would be required in addition to the Regulation 14 requirements as a result of this delay.

The NHP has allocated additional land in the NW extension for residential use in order to support the swimming pool and further land at Knowle Lane to support relocation of the Rugby Club in due course. The information so far provided in relation to East Cullompton is not considered sufficiently robust to go before the Planning Inspector.

Between 2015 and 2017 the MDDC Local Plan has been revised and updated with a final version of the MDDC Local Plan submitted to the Planning Inspector in Spring 2017. The Cullompton NHP has been revised in relation to the 2017 MDDC Local Plan revision with NHP policies amended or removed as necessary. Throughout the NHP process, the NHP has worked closely with Cullompton Town Council and the Town Council Planning Committee has regularly made resolutions relating to the NHP. The NHP have also kept in touch with MDDC planning, particularly the Forward Planning Officer.

July 2017 timetable for completion (Table 2)

In order to complete the Cullompton Neighbourhood Plan requires the following actions:

- a. To update from the agreed MDDC local Plan.
- b. MDDC will need to complete a further screening assessment of the NHP.
- c. To incorporate the various AECOM reports and recommendations.
- d. To begin the 6 week Regulation 14 consultation on 20 September 2017.
- e. To incorporate results of Regulation 14 consultation feedback into the NHP including the incorporation of new photographs, maps and other design work into the NHP.
- f. To submit full revised publication to the design team for production and final submission to the Planning Inspector.
- g. Provided that no significant new evidence is required from these consultations and inspections, the NHP would be on track to complete by December 2017.
- h. Submit the plan to a local Referendum.

Options for the NHP Steering Group

- a. The NHP Steering Group agreed on Wednesday 12 July 2017 that as part of the regulation 14 consultation, the NHP will hold general public information displays/consultations to update the public.
- b. To hold some extra GVI workshops similar to that held in March 2017 (possible themes set out below).
- c. These further options above would not be part of the regulatory NHP process, but could be helpful in gaining further appreciation of the GVI issues.

Garden Village Initiative

The Cullompton Neighbourhood Plan has detailed policies and clear evidence to support these policies. These policies will help inform the Garden Village proposals; NHP Policy SD06 (p24) deals specifically with the GVI.

Within the six community principles of the Garden Village, there are two principles which need more information:

- a. Local leisure, cultural, shopping and community facilities.
- b. A wide range of local jobs (economic development) and superfast broadband IT.

As a result of the GVI, there are several aspects where it would be helpful to gather further evidence. Information on these aspects could be obtained through further GVI workshops and such workshops would also inform the NHP. Examples include:

- a. Sports and leisure within the GVI, the role of the sports zone within the GVI, the role of the countryside park within the GVI and the connection of Cullompton to National Cycle Route 3 at Willand within the GVI. Potential use of flood plain fields adjacent to River Culm in the Cummings Nursery/Old Hill area known as High Banks in the GVI.
- b. Development and expansion of business and commerce. In addition to the NHP, Town Team and Cullompton Town Council, there have been a number of other business groups meeting with MDDC. A GVI workshop would look to bring these different groups and the general public together.
- c. Expansion and development of high speed fibre broadband to the Parish including the upgrade part of the commercial IT network to superfast broadband including consideration of wireless broadband for those remote business that cannot gain cable access.
- d. Cullompton Churches together have indicated they need further worship space within the NW Extension and within East Cullompton and the GVI. The churches wish to avoid some of the problems experienced at Cranbrook but also build on successful church projects at Cranbrook.

Additional work will be needed to consider how these existing issues for East Cullompton connect with the new Garden Village and connect with the NHP.

Based on the successful March 2017 workshop on the GVI, it may be that the NHP Steering Group would organise further GVI workshops. Each workshop would have extra budgetary needs and each would cost approximately £3,500, including hiring an external facilitator.

Cullompton Neighbourhood Plan budget

Due to the delays of the NHP project, the Cullompton NHP is over budget.

Table 1 – Approximate NHP budget 2017

The baseline budget of £16,700 is used. This is deducted from the other budget figures to show extra additional funding needed. All figures are approximate:

Baseline budget = £16,700.00	Standstill budget with no new information or changes to NHP. No GVI data.	Enhanced budget with new updates e.g. AECOM / MDDC. No GVI data.	Enhanced budget with some GVI INFORMATION.	Enhanced budget with NEW GVI INFORMATION with three workshops.
Consultant	£5,000	£7,000	£7,500	£7,500
NHP Administrator	£9,000	£13,200	£14,700	£14,700
General costs	£1,500	£2,000	£3,000	£3,000
Regulation 14 costs	£1,200	£1,200	£1,200	£1,200
Additional GVI workshops at approx. £3,500 per workshop	-	-	-	£10,500
Totals	£16,700.00	£23,400.00	£26,400.00	£36,900
Additional funding required	£2,700	£6,700.00	£9,700.00	£20,200

A Standstill budget to complete the NHP in December 2017 would be approximately £16,700. If this overran into 2018 there would be further additional budget costs. If the planning Inspector makes recommends additional changes to the MDDC Local Plan, there would be costs to the NHP in making adjustments to it. When AECOM make additional recommendations there would be further NHP budget costs.

Finance Summary

If the Cullompton NHP continues as it is with no substantially new information and changes, and no unforeseen circumstances or contingencies, it has a budget shortfall of £2,700. If there is overrun into 2018 this budget shortfall increases.

If the MDDC Local plan or other agencies require a moderate amount of changes to the NHP the budget shortfall increases to about £6,700. If the NHP Steering Group is funded to run further GVI workshops then the budget shortfall varies between £9,700 and £20,200.

Therefore the Cullompton Neighbourhood Plan is required to find some extra sources of funding. If the NHP Steering Group was funded to organise extra GVI workshops costs would rise.

Funding sources

- Cullompton Town Council provision of office, computer, printing and some admin support.

- My Community locality funding. There are two types of support available in the 2015-2018 programme:
 - **Current Grant round** of up to £9,000 (Cullompton NHP has only £6,000 remaining that can be claimed).
 - It has been established that the Cullompton NHP is not eligible for a Locality Technical Support Grant.

Table 2 – Final Stages of Cullompton NHP Project Plan revised January 2017

Note the formal regulation 14 Consultation has moved from July 2017 to September 2017

Task:	2016				2017												
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
1 st Draft NP Informal consultation	■	■	■	■	■												
Revise and up-date 1 st Draft NP					■	■											
Strategic Environmental Assessment					■	■		■	■								
Further policy development						■	■										
Draft additional NP Policy Statements							■	■									
Up-date and re-draft NP								■	■								
Carry out formal (Reg.14) Consultation										■	■						
Amend NP Document												■					
Prepare Basic Condition Statement												■					
Prepare Consultation Statement												■					
Approve Submission Documents													■				
Decision to submit NP to LPA														■	■	■	■

Signed on Original

Mrs Judy Morris BA(Hons)
Town Clerk

cc

Mid Devon District Councillor Richard Chesterton
 Tina Maryan – Mid Devon District Council
 Adrian Welsh – Mid Devon District Council
 Mid Devon District Council Ward Members for Cullompton

CULLOMPTON NEIGHBOURHOOD PLAN STEERING GROUP MINUTES OF THE MEETING – WEDNESDAY 12th JULY 2017

Present: Gordon Guest – Chair; Michael Speirs – Vice Chair; Cathy Penharris – Vice Chair; Jenny Penharris – Secretary; Eileen Andrews – Town Council; Karl Busch – MDDC; Roy Gould – Town Team; Steve Hellier – Highways England; Lou Maddocks – Administrator; Ann McClements – Senior Voice;

1. Apologies

Paul Weston

2. Acceptance of the Minutes of meeting 7th June 2017

Prop: Ann McClements

Sec: Gordon Guest

All in favour

3. Matters Arising

No matters arising

4. AECOM SEA REPORT

Unfortunately the report had not been received in time for the meeting.

5. REGULATION 14 CONSULTATION

Paul had advised that this was for statutory bodies and not for public consultation and the statutory bodies have 6 weeks to respond. The SG agreed that we would need to hold a consultation to inform the public of the NP from 20th September on 4 panel displays with the 12 Policy Headings and pictures. We also need to discriminate between the NP and the GVI. The Hayridge was considered as there are other events on at the same time which will bring in the general public. Displays also at the Rugby Club and Cricket Club.

6. BUDGETS (brought forward from Agenda item 9)

TC budget £3000 – NP Budget through grant £6000

A proposal that the responsibility for the NP once adopted rests with Town Council Planning but that NPSG members can be approached if they wish to continue to be involved.

Prop: Ann McClements

Sec: Roy Gould

All in favour

A proposal that the NPSG recognise that Lou will need 1 extra day per week for new work on a flexible basis.

Prop: Ann McClements

Sec: Cathy Penharris

All in favour

Confirmed Lou's contract will be funded until December.

7. Sports and Leisure Workshops

We are unable to consider these until we know our future budget.

8. Letter to Jenny Clifford re: NHP Funding

Gordon had circulated a draft response to MDDC to be discussed at the SG meeting, which had to be with them by 12 noon on 14.7.17.

