

MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE MEETING HELD ON THE 15th JUNE 2022 AT 7.00 PM AT 95 HIGH STREET, KINVER

Present: Councillors: H Williams (Chairman), Mrs C Allen (Vice Chairman), K Slade, JK Hall (Ex-Officio), K Hosell, and G Sisley.

Also in attendance Clerk Miss J Cree.

1. APOLOGIES FOR ABSENCE

To accept apologies of absence from Councillors P Wooddise, Ms E Lord, E Simons and S Anderson.

2. TO RECORD MEMBERS DECLARATIONS OF PECUNIARY INTEREST

None were declared.

3. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON THE 11th MAY 2022

The minutes of the meeting held on the above date were approved and signed as a true record of the proceedings of that meeting.

4. TO NOTE ANY ENFORCEMENT / CORRESPONDANCE MATTERS RECEIVED

The Clerk shared an email from SSDC re the S106 related to funds from Lowestone Court at the previous meeting. The Clerk is still trying to clarify if this is the correct planning application or is it relating to the Hyde Lane Development, a response is still required.

It was agreed that the Clerk write to Catherine Gutheridge the Enforcment Officer re the Shipping containers that have been out in the Conservation area on a car park and the removal of trees to allow this to happen, to see where the planning application is as this was requested.

Correspondence from SSDC Re a complaint of non-compliance by the Constitutional Club re their car park not being opened for the public to use has been received, the Clerk gave them the information that she knows about this.

Correspondence from Worcestershire County Council completion of consultation a decision is to be made on the 26th May.

5. PLANNING APPLICATIONS

21/00705/FUL The Traditional Barn, Greyfields Farm, Beacon lane, Kinver
Barn conversion into dwelling

We would like clarity on the reasons why it has been brought forward to us again, as we commented in late 2021, it is not clear on the plans what or if there are any changes.

22/00415/FUL 2 Brindley Brae, Kinver
The construction of a 3 bedroom bungalow, parking and associated works

Recommend Refusal on the grounds that this is out of keeping with the street scene, over development of the site and insufficient parking (2 spaces on a drive for a 3 bedroom property).

22/00457/FUL 10 Castle Street, Kinver
Proposed detached car port and storage

Recommend Approval

22/00458/FUL Cookley Lane Stables Cookley Lane Kinver
Storage building for hay, bedding, machinery and equipment

Recommend Approval subject to complying with greenbelt policies.

22/00460/FUL 23 Chantry Road, Stourton
Demolish conservatory and rebuild as single storey rear extension

Recommend Approval

22/00550/FUL 16 Brindley Brae, Kinver
Side extension with flat roof, new front porch an extension to garage area a stand alone annex with flat roof. Change of finishes to render cladding. Rear elevation change of roof line to enable access to roof space and 3 velux windows

Recommend Approval

22/00553/FUL 52 Huntsmans Drive, Kinver
Single storey front extension

Recommend Approval

22/00523/FUL 37 Stourton Crescent, Stourton
Extension to rear of property to extend living area.

Recommend Approval

22/00490/TTREE 84 Meddins Lane, Kinver
Dismantle and remove birch

Refer to Arboricultural officer

22/00428/TTREE 48 Meddins Lane, Kinver
Crown reduce oak to 4m

Refer to Arboricultural officer

22/00512/TTREE 129 Enville Rad, Kinver
Crown reduce oak by 2m

Refer to Arboricultural officer

22/00539/TTREE 6 Wicket Lane, The Oval
Dismantle and remove 2 x scotts pine trees

Refer to Arboricultural officer

6. PLANNING DECISIONS REACHED BY SOUTH STAFFORDSHIRE DISTRICT COUNCIL

The Planning decisions are set out as appendix 1 to these minutes were noted.

7. TO DISCUSS ANY FURTHER ACTION REQUIRED FOR THE NEIGHBOURHOOD PLAN

The meetings held on the 9TH May and 6th June 2022 minutes are attached as appendix 2 to these minutes.

8. TO RECEIVE APPEAL NOTIFICATIONS AND DECISIONS

None were received.

9. ITEMS FOR FUTURE AGENDA

To be with Clerk by the 4th July 2022.

10. DATE OF NEXT MEETING

The date of the next meeting is the 13th July 2022 at 7.00pm.

11. RECOMMENDATIONS TO THE PARISH COUNCIL

There were no recommendations to the Council all planning recommendations will be put forward to the District Council.

Appendix 1 to the minutes of the Planning and Development Committee held on the 15TH June 2022

22/00283/FUL	Land Adjacent 26 Dark Lane Kinver	App.	Comments.
	Two year temporary consent to site a caravan for the use of the applicant whilst the dwelling is constructed.		
22/00276/FUL	59 White Hill Kinver	App.	Rec App.
	Double storey side extension. Single storey front extension with a new front porch. New rear dormer. New windows and internal layout to suit.		
22/00085/FUL	Land At Broadacres Close Prestwood	App.	Rec App.
	Proposed two number detached bungalows		
22/00222/FUL	18 Church View Gardens Kinver	App.	Rec App.
	Demolition of existing conservatory and garage. Rear and partial side extension. Rear dormer. Internal works to suit.		
22/00358/FUL	Mile Flat House Mile Flat Greensforge	App.	Rec App.
	Retrospective planning application for demolition of Stable / Store building, constructed in brickwork, used to store motor vehicles and boat storage and replaced with entertainment bar Open for comment icon		
22/00337/FUL	Land At Hunters Ride Lawnswood	App.	Rec App.
	The amended design of the development approved under planning application 21/00003/FUL for a new dwelling.		
22/00355/FUL	8 Norton Road Iverley	App.	Rec App
	Single storey extension to rear of house to extend Kitchen/Diner /Living Room and single storey extension to front Entrance Porch and Garage.		

30/5

Appendix 2 to the Planning minutes held on the 15th June 2022

Notes of meeting 9 May with Hannah Barter

Present: Councillors Christine Allen, Eunice Lord, Geoff Sisley, Ed Simons, Kieron Hosell, Lin Hingley;

Topic: **Kinver Nplan: Starting to Implement the Plan**

These are my notes, please check if they fit your recollection so we're all on the same page!

Hannah Barter took us through the time frame for the NDP, and the implications for how we work with SSDC – and I have had a quick chat with Hannah to clarify site briefs.

Power of the Plan ... by its stages:

The draft Plan is now in Screening, report expected mid to late June....

Reg 14 Local Consultation is the next stage (start late Aug): The Plan will be in the public domain, so we can cite it in response to planning apps, ...'our emerging Local Plan says' ... but it is *not* grounds for refusal. It's still useful to raise awareness with SSDC.

Reg 16: Submit to SSDC. For Consultation (to end early Jan 2023)

After reg 16, the Plan has weight, can be used as grounds for refusal of planning applications

Then Examination ; Referendum;

Making the Plan: Once made it has full power – but is still implemented by SSDC so it is up to us to bring up Plan policies and ensure they are taken full note of by planners.

Timetable targets

Mid-late June: Screening report arrives

End June: aim to complete docs for Reg 14 (to avoid holiday confusion)

Wed 6 July KPC meeting: Agree final Plan; Reg14 Consultation and Basic Conditions statement

23 Aug - Reg 14 submission to SSDC (needs 6 weeks excl hols)

early Oct: Let Ed Fox know planning to submit early Nov

11 Oct : receive Reg 14 response from SSDC

18 Oct: Hannah and Dave modify policies /quick edit to NDP

2 Nov: Reg 16 submission. Expect Consultation to start mid Nov, for 6 weeks plus 2 weeks for Xmas,

Early Dec: agree examiner with SSDC

early Jan: expect end of Reg 16 Consultation

23 Jan: Start Examination

... ca 20 Feb, Examiner's report

Late Feb: meet with Hannah and SSDC to go through examiner's report (set up in advance); changes with SSDC. By 6 Mar: SSDC do changes

End Feb: agree

13 Mar: SSDC advertise amendments

April: SSDC advertise referendum

Early May , election Day: referendum on the Plan

What do the stages involve for us

Reg 14 Consultation : We are preparing for this now. AIM: Start **23 Aug**

This is a consultation with the Parish, and changes to the plan can be made as a result.

We need to prepare Plan and associated documents; and also get ready for the publicity and consultation process. Because it's summer hols, we need to be ready in advance. Hannah will lead a Zoom call on this, 18 May 7pm.

Reg 16 Consultation (ie Submission) AIM: **2 Nov**

This is a consultation by SSDC with relevant bodies, on whether the Plan meets the Basic Conditions. Responses are collated and sent to the Examiner with the Plan documents.

We submit to SSDC the Plan Proposal comprising:

- *Kinver proposed NDP*, as modified after Reg 14
- *Map* of the area
- *Consultation Statement*, (covers all stages but focusses on Reg 14: Who was consulted; how; What main issues were raised; how did we address the issues in our proposed NDP)
- *Basic Conditions Statement*: (to show how the plan meets legal conditions including sustainable development; Local Plan strategic policies including growth; Screening outcomes; Human rights and other legal formalities: Hannah's territory!)

From then on, it's largely down to SSDC:

- Examination –likely to result in the need to modify the Plan – which SSDC would do in consultation with Kinver. (5 weeks allowed)
- Referendum of residents
- Making the Plan

How do we use the Plan: Once it has weight

Hannah emphasised how important it is to monitor planning decisions.

-Liaise with SSDC,

- emphasise to Ed Fox and colleagues that we are a plan making body

-Consider offering SSDC planners a training session on our Plan (work out key differences to put across)

Use policies clearly:

- If refusing, pick strong key points, make them stand out, avoid too many points.
- If refusing encourage applicant to speak to NDP /parish before resubmitting

Have a system to monitor planning

- especially on key cases, check when coming to committee,
- there's usually a gap between committee decision and planning notice, where mistakes can be caught
- Contact case officers, monitor important cases

Site Briefs

- These can only be done for strategic allocations, ie sites which are in the current Local Plan or have planning permission.

- Site briefs are part of the NPLAN

– so we have to wait until the Local Plan is in force so that the SAD sites are allocated sites, then to do a site brief for White Hill 2 we have to revise our Plan.

Working with real sites

We can't do a site brief for White Hill at present, see above. So we agreed that the Steering Group should discuss what we would want a site brief to contain (bullet points). Then ask Hannah/Dave to assess if this can be covered by tweaks to the Plan policies; and if not, what else we do

Additional matters:

The Steering Group has just received a letter from County Council, objecting to the designation of school playing fields as Local Green Spaces. The letter informing them of the consultation appears to have gone astray in their system. The grounds for objection are that the playing fields could be needed for school building, and are in any case protected by 'S77' under the [School Standards and Framework Act 1998 \(legislation.gov.uk\)](https://www.legislation.gov.uk/ukpga/1998/13). It was agreed that we would write to the schools to confirm as per our earlier discussion with them, that the area proposed did not interfere with any foreseeable plans.

Next meetings:

Wed 18 May: Zoom with Hannah on **Getting Reg 14 Sorted**

Mon 23 May: In -person meeting, 7pm, 95 High Street: Reg 14 and Site Briefs

MINUTES OF A MEETING OF THE KINVER NEIGHBOURHOOD PLANNING STEERING GROUP OF KINVER PARISH COUNCIL HELD ON MONDAY 6TH JUNE 2022 AT 7pm

Present: Councillors Mrs C Allen, E Simons, K Hosell, Ms E Lord, District Councillor Mrs L Hingley and G Spruce, Mrs L Roche.

1. To receive apologies for absence.

Councillors D McGirr, G Sisley and Miss A Roche sent their apologies.

2. To receive the minutes from the meeting held on the 9th May 2022

The minutes of the meeting of the Neighbourhood Plan Steering Group held on the above date, having been circulated previously, were approved as a true record of the proceedings.

3. Update on Reg 14 consultation Preparation

The Chairman gave an update to members on the current position of the plan and the next stages.

Consultation of the plan is 6 weeks and is expected to be launched late August. The plan will be circulated following the meeting.

- Location list for hard copies; and for posters KH/GSP

Suggested locations for hard copies of the plan for the public to read: KSCA; café at Stourton lights; Library; Con Club; Senior citizens club.

Ideas of places for the posters are doctors, library, dentist, KSCA, PC Office, Tennis Clubs, Rugby Club, tearoom at Stourton, posters / pubs in shops, Constitution Club, etc. Poster locations should cover Lawnswood, Iverley, Ashwood and Stourton. Noticeboards also to have a copy of the poster. Cllr K Hosell to get permission for locations for the next meeting. Parish Council offices to hold extra printed copies to give out on request.

- Dates/venues for Steering Group popup events CA/ SA

KSCA, possibly Stourton Village Hall, (identify events and check they are happy); 2 market events, in August and September. (Confirm with SA)

- Liaison with CA news, and preparation of article GSP/KH

A page has been requested for the CA Newssheet for a general information adapted from the poster with pictures. To be confirmed with the editor.

- Feasibility of targeted Facebook advertising KH/GS

Cllr K Hosell and G Spruce to look at a campaign. The Facebook posts need to be posted via Kinver online to be shared.

- Banners: Cost / placement

It was decided that no banners were required as it is not an event.

- Text for: Press release, posters, emails KH

Hannah Barter has prepared a draft to help prepare for the releases documents to be aligned.

- Contact list for emails JC/MF

Email access to info@kinvernplan.co.uk by clerk to be sorted – and postage addresses to be prepared. Cllr Mrs C Allen to ask Hannah if the owners of potential Greenspaces for designation need to be written to to inform them of the consultation (which will have the revised maps); if so, JC/MF to compile the address/email list.

4. Update on Reg 14 documents

- Neighbourhood Plan EL/KH (and DM)
- Background document EL (DM)

The above 2 documents are nearly completed, Cllr Ms E Lord to send all members a copy of the up to date documents. Cllr K Hosell and G Spruce will review for presentation/ amendments.

- Green Space : Site forms and documentation CA

Cllr Mrs C Allen is saving the documents and will upload them to Cllr Ms E lord when she returns from holiday. The record of consultation and decisions is also being prepared. Brindley Heath School queried the area of the greenspace to ensure it did not cover the site of the proposed rebuild. Cllrs Mrs C Allen and Ms E Lord will go and speak to the Junior school in early July. The High School have stated that County indicate that green space designation is not needed for school grounds. Cllr Mrs C Allen to acknowledge the High School's response.

5. Next steps

- Arrangements for printing posters and hard copies

In house printing.

- Confirm with holders of hard copies that they are happy

Office only.

- Leaflets for business premises, to be delivered by hand (number?)

Deliver small leaflet / poster to the businesses – MF to deliver to the High Street and post to outlying businesses.

6. White Hill Site Brief

A brief discussion has taken place with Hannah Barter but further information is awaited and this will be deferred until the next meeting.

7. AOB.

None were reported.

8. Date of next meeting

20th June 2022 at 7.00pm via zoom

Meeting closed at 8.30pm

draft