

MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE MEETING HELD ON THE 29<sup>TH</sup> SEPTEMBER 2021 AT 6.00PM AT THE 95 HIGH STREET, KINVER

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Present: Councillors: H Williams (Chairman), JK Hall (Vice Chairman), Mrs E Lord, S Anderson, G Sisley.

1. APOLOGIES FOR ABSENCE

To accept the apology of absence from Councillors Mrs C Allen and E Simons.

2. TO RECORD MEMBERS DECLARATIONS OF PECUNIARY INTEREST

None were declared.

3. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON THE 9<sup>TH</sup> SEPTEMBER 2021

The minutes of the meeting held on 9<sup>th</sup> September 2021 were approved and signed as a true record of the proceedings of that meeting.

4. TO NOTE ANY ENFORCEMENT MATTERS RECEIVED

None were received. It was noted there are 2 properties in Stourton that have had recently been erected, and they appear to be incomplete and finished in breeze block. The Clerk to ask for an update on these applications.

5. PLANNING APPLICATIONS

21/00891/COU      Prestwood Farm, Wolverhampton Road, Prestwood  
Change of use for stationing caravan for day use in connection with equestrian facilities

**Recommend Refusal on the grounds that is an overdevelopment of the Greenbelt and does not appear to serve a legitimate need. We believe that there are adequate buildings that can be used on the site already.**

21/00951/FUL      112 High Street, Kinver  
21/00954/LBC      Replace first floor windows facing High Street, replace doors and windows to rear of building install rooflight and sun tunnels to lean to roof of rear of outbuilding and recover with lookalike slates.

**Recommend Approval subject to complying with Conservation regulations. We note that the Conservation Officer should be satisfied with the materials that are to be used.**

21/00789/FUL      Wildwood, Hunters Ride, Lawnswood  
Proposed 2 storey extension remodel to existing inc. porch to front elevation and single storey rear extension.

**Recommend Approval**

21/00938/TTREE Silverwood, Lawnswood  
Fell Maple, Pine and either fell or crown reduce 2 x silver birch and clear overhead lines by 1.5m and crown reduce and an oak and a sweet chestnut.

**Refer to the Arboricultural Officer, but we have concerns that only trees that are dead or deceased should be allowed to be removed to maintain the character of the area. If trees are allowed to be felled substantial trees that are native to the area should be replanted.**

21/00962/FUL Elsfield Dunsley Drive, Kinver  
Single storey lower ground floor extension to provide dependent relative accommodation.

**Recommend Approval**

21/01006/FUL 32 Hyde Lane, Kinver  
Detached annex to the rear of the garden.

**Recommend Refusal on the grounds that this is an overdevelopment of the site, it is another development on the site, and amenity space is limited for the 2 buildings. Concern is expressed that the emergency services would struggle to gain access to the annex located in the rear garden if they were required.**

21/00992/FUL The Barn White Hill Kinver  
Proposed Oak Framed Gazebo Extension

**Recommend Approval**

21/00996/FUL 82 White Hill Kinver  
Proposed front porch and alterations to the rear including replacement of windows/doors with 2no. Juliet balconies at first floor, ground floor bi-folding doors and new facing brickwork to match existing

**Recommend Approval**

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 notes from the working party meetings for the past month, are attached as appendix 2 to these minutes. Cllr Ms E Lord updated members on the progress of the group.

8. TO RECEIVE APPEAL NOTIFICATIONS AND DECISIONS

An Appeal notification for the Paddocks at the Mile Flat, Greensforge has been received. This was noted.

9. CORRESPONDENCE RECEIVED

Correspondence has been received on a Black Country Plan which ends on the 11<sup>th</sup> October 2021. It was agreed to ask the Neighbourhood Plan consultant to help prepare a response with concerns with increased traffic through our Parish on the A449. This was noted.

10. TO DISCUSS THE LOCAL PLAN PREFERRED OPTIONS

This was deferred until the 4<sup>th</sup> November meeting.

11. ITEMS FOR FUTURE AGENDA

To be with Clerk by the 4<sup>th</sup> October 2021. Invite Lesley Birch / District Councillor to the next meeting for updates on future developments in Kinver for the Housing Association. Preferred option item on the 4<sup>th</sup> November (possibly hold at KSCA due to public attendance).

12. DATE OF NEXT MEETING

The date of the next meetings:-

Planning Committee Wednesday 13<sup>th</sup> October 2021

N Plan Monday 6<sup>th</sup> October 2021

13. 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 29<sup>th</sup> September 2021

21/00432/COND	Baliffs House Lawnswood Road Lawnswood Discharge condition 10 - proposed visibility splays	App.	Comments
21/00041/FUL	Hillfields House Prestwood Drive Stourton Proposed front and rear extension	App.	Rec App.

13/09



**MINUTES OF A MEETING OF THE KINVER NEIGHBOURHOOD PLANNING STEERING GROUP HELD ON MONDAY 9th August 2021 AT 7.00PM**

Present: Councillors E Simons, G Sisley, E Lord, E Stokes, H Barter

1. To receive apologies for absence.

C Allen, L Roche and A Roche sent their apologies.

1. To receive the minutes from the meeting held on the 9 August 2021

The minutes, having been circulated previously, were approved as a true record of the proceedings.

2. Local green space designations:

Criteria for listing green spaces were reviewed. It was agreed that where large areas need protection, they would be grouped, evidence collated and potential alternative approaches such as Landscape Character considered. Such areas include the canal and river corridor; the flanks of the ridge on the edge of the Black Country conurbation; and potentially areas around Kinver Edge; the Staffordshire Way corridor and wildlife corridors. Wildlife information from SWT and historic information from the Heritage Record are to be added to each area.

Action : LR, ES, EL

3. Staffs Wildlife Trust data

Maps and data on wildlife sightings, and habitat areas, have been received from Staffordshire Wildlife Trust. Many of the areas identified by the SG for protection have records of protected species. We also should identify areas for potential improvement, including wildlife corridors, in consultation with SWT and the NT Kinver Edge

Action: EL; and GS to contact Steve Anderson for possible support/ liaison with NT

4. Local heritage assets:

The Heritage record received from County contains a large number of local listed buildings of which the PC had not been aware. This reduces the task of identifying additions. The Roman forts and remains are well mapped, which will support efforts to protect them. Rock dwellings/structures are however not well represented and will be added because of their unique importance to the character of this area.

Action: ES

HB suggested that local consultation on Local Green Spaces and Local List heritage assets should go forward at the same time. Ownership data will be required – it would be worth asking the LA if they can provide this.

5. Meeting with SSDC Planning

This meeting went well. SSDC were not able to provide a Housing Number for Kinver Parish at this time, but did provide context information. This has been passed to AECOM to support their estimate of a housing number. They also agreed that they would help development of the NDP, for example by mapping Local Green Space areas. It was agreed to keep each other informed of progress.

6. Design Code draft from AECOM:

We need to respond to AECOM. It was agreed that the draft contains useful guidelines, but that it does not draw out the special character of Kinver enough for our Plan's purpose. The SG should identify special character areas for specific design guidelines, to include the Page 1

northern High Street (small, terraced housing fronting onto the narrow street); the central/southern area (market town), the Compa (widely spaced housing set back in large plots etc), all with a general height limit of 2 stories. Drawing out landscape character e.g. of the Black Country margin and the area around Kinver Edge; the importance of maintaining appropriate transitions at edge of built up area, e.g. hedges not fences should also be drawn out. Some correction of names and factual detail is also needed.

Action: EL to contact AECOM explaining that the SG are preparing a detailed response. : EL, ES and HB to meet by Zoom 22 Sept 3pm to develop response to AECOM

7. Housing Needs Assessment draft from AECOM :  
HB, EL and SG met with Kerry Parr and Paul Avery of AECOM on 2 September to discuss the HNA draft. This is useful, but omits a Housing Number estimate, on the basis that the LPA would normally provide this. Since South Staffordshire cannot do so at present, AECOM agreed to provide a Housing Need estimate using basic methods and standard data, as a necessary starting point for the NDP housing policy development.
8. Any Other Business : None
9. Date of next meeting :  
Monday 20 Sept 2021, 7pm, by Zoom, with Hannah Barter.  
and: 22 Sept 2021, 3pm: EL, ES and HB to meet by Zoom

Links to documentation :

Green space info and potential designations:

Kinvernplan website: <https://kinvernplan.co.uk/identifying-local-green-spaces/>

SWT wildlife data:

Link on NPLAN's OneDrive: <https://1drv.ms/u/s!AgiOE0VQJQb7ggLcy5S45bYOi1rQ?e=TBKtF2> (there are .pdfs mapping wildlife sightings and conservation sites etc)

Local Heritage Assets HER for Kinver:

Link on NPLAN's OneDrive: <https://1drv.ms/u/s!AgiOE0VQJQb7ggA33i2hxG-iq2wg?e=B9O8RI> for the Zip file

Design Code draft from AECOM:

Link on NPLAN's OneDrive: <https://1drv.ms/b/s!AgiOE0VQJQb7gXliRmtc8vHkdmVQ?e=VyNQnj> (or see <https://we.tl/t-fVokY9hMrX> for the hi-res text)

Housing Needs Assessment draft from AECOM:

Link on NPLAN's OneDrive: [https://1drv.ms/w/s!AgiOE0VQJQb7gXc9oqvJoBknwM\\_u?e=i2flZn](https://1drv.ms/w/s!AgiOE0VQJQb7gXc9oqvJoBknwM_u?e=i2flZn)

## **MINUTES OF A MEETING OF THE KINVER NEIGHBOURHOOD PLANNING STEERING GROUP OF KINVER PARISH COUNCIL HELD ON MONDAY 20<sup>TH</sup> SEPTEMBER 2021 AT 7.00 PM VIA ZOOM SOFTWARE**

Present: Councillors E Simons and Ms E Lord, Miss Emily Stokes, Miss Alexandra Roche, Mrs Leigh Roche and Miss Fiona Holloway

Also in attendance consultant Hannah Barter, Miss J S Cree, Mrs M Fullwood and

1. To receive apologies for absence.

Councillors Mrs C Allen, G Sisley, and P Wooddisse, District Councillor Mrs L and Mrs L Dew sent their apologies.

2. To receive the minutes from the meeting held on the 6<sup>th</sup> September 2021  
The minutes of the meeting of the Neighborhood Plan Steering Group held on the 6<sup>th</sup> September 2021, having been circulated previously, were approved as a true record of the proceedings.
3. Local Green Space designations :

Mrs Leigh Roche and Cllr E Simons had brought together evidence on the proposed sites as circulated to all members.

Given the constraints on Green Space designations (not an extensive area; close to the community etc) and the subjective nature of the criteria, complementary approaches were discussed.

The NDP could define 'Landscape areas' or other areas of special value to the parish, and detail their special features and importance. This would give an extra layer of protection in addition to any designated green spaces within the area.

It was agreed that the following special areas be defined and the evidence collated:

- Corridor along the river and canal valleys. Importance for wildlife corridor; landscape; tourism and recreation; heritage; canal conservation area.
- Buffer area around the slopes of Kinver Edge (National Trust, SSSI and heritage). Importance for wildlife buffer and corridor; landscape; tourism; heritage/conservation area.
- Corridor along the Staffordshire Way. Importance for tourism; landscape; protection of long distance footpaths.

The SWT wildlife data could also be used to identify areas worthy of protection such as special wildlife corridors (e.g. heathland corridor between Kinver Edge and Highgate Common, for habitat distinctiveness and as nature recovery networks across the parish.

School playing fields could be protected by either or both of green space or assets of community value. The latter is more flexible with regards to development, and can include conditions. A discussion needs to take place with the schools about their likely developments during the life of the Neighbourhood Plan. It was agreed to mark the playing fields as amber for now pending further discussion. HB has a template with questions to raise.

It was noted that the Friends of Ridgehill Woods are putting in a separate application for designation of Friars Gorse and Ridgehill Woods as Local Green Spaces.

Action:

EL/ES to contact Staffordshire Wildlife Trust for further information on the heathland and other wildlife corridors, and collate SWT data on habitat distinctiveness and nature recovery networks

LR/EL to contact the schools to discuss designation for the playing field areas in relation to their future building plans within life of NDP.

#### 4. Design Code

AECOM have prepared a draft Design Code document. Members felt that the Code needed further work to define the special features of Kinver, and to adapt its proposals better to the place. Councillor E Simons reported that the vision in the report from AECOM would damage the heritage of the 13<sup>th</sup> century High Street and identified areas for growth e.g. in the Burgage plots which are not appropriate.

AECOM have agreed to meet members of the SG to progress the draft.

Our agreed approach included:

- identify and describe 'Special Character Areas' in terms of style, building line, density etc .
- help AECOM rework the code re typical features/ styles, and development style and layout
- Rework with AECOM the High Street proposals in the light of constraints of the conservation area and river.
- ensure that the code explicitly covers the whole parish

Action: HB, ES and EL to zoom 23 Oct, 3pm to develop AECOM response  
: Meeting to be arranged with AECOM

#### 5. Heritage Assets for Local List: progress

Cllr E Simons reported that cave/ rock features were being mapped to add to the Local List.

#### 6. Policy mapping workshop: 25 Oct, 10 -12 am

H Barter proposed a Policy Mapping Workshop led by herself and UVE colleague D Chetwyn, working with 3 to 4 members of the SG to help us turn objectives into policies. We should prepare a bullet point list of points to cover, in advance. The date agreed was Monday 25<sup>th</sup> October 10-12. Cllrs E Simons / Ms E Lord and Mrs L Roche will attend, with one other person if available. The planned meeting on the 18<sup>th</sup> Oct will be moved to the 25<sup>th</sup> to allow the group to report back.

H Barter will also provide a template of the Neighbourhood Plan so that we can start filling sections in.



Action: EL and all SG to define bullet list of policy issues.

7. Any Other Business

No items were reported.

8. Date of next meetings-

Monday 4 Oct 2021: NPLAN SG meeting, parish rooms

Monday 25 October 2021: NPLAN SG meeting by Zoom

Also:

Wednesday 23 Sept 3 pm: ES/EL/HB Zoom: Design code

Monday 25 Oct 10 am by Zoom: Policy Workshop. ES, LR, EL (+1?)

