

Minutes of the Ordinary Meeting of Guilsborough Parish Council held in Guilsborough Village Hall

Monday, 10 January 2022 at 7.15 pm

Present: Cllr A Hart (Chairman), Cllr D O'Neil (Vice Chairman) Cllr K Fulcher, Cllr I Miller, Cllr G Metcalfe, Cllr L Phillips, Cllr S Harris, Mrs C Holifield (Clerk) and District Cllr Morton and four members of the public.

001.2022 Public Forum

The Chairman welcomed the members of the public to the meeting and asked if they would like to speak. Two members of the public spoke in opposition to the Planning Application for The Skerries and the applicants spoke to provide clarification and answer questions put to them by members of the Council. It was resolved to bring forward item 8.1 (Planning applications) for discussion by the Council once items 2 to 5 on the agenda had been dealt with.

002.2022 Resolution to accept apologies for absence

The Chairman stated that Cllr Jaggard had written to him to tender her resignation as Councillor with immediate effect.

003.2022 Declarations of interest for items on the agenda

None

004.2022 Resolution to consider written requests for dispensations on agenda items

None received

005.2022 Resolution to sign and approve the minutes from the previous meeting held on 13 December 2021

The minutes of the meeting held on 13 December 2021 were circulated prior to the meeting. The Chairman asked if there were any amendments required. It was then resolved to approve the minutes which the Chairman then signed.

006.2022 Matters arising (for information only)

006.2022/1 Update on response sent to Parishioners following complaints re Council's handling of planning application WND/2021/0093 (amended)



It was stated that formal written responses had been sent to the Parishioners on 16 December 2021. The Clerk stated that one of the parishioners had responded and had asked for her complaint to be escalated to the next stage of the Council's Complaints Procedure. The Chairman and Vice Chairman agreed that they would deal with this after taking further advice from NCALC.

006.2022/2 Update on Casual Vacancy for Councillors

The Clerk stated that the required notices had been issued and lodged with the Elections Office at WNC. With regard to the vacancy caused by the resignation of Cllr Wooldridge the Council would be notified after the 14 January as to whether it could advertise the vacancy.

007.2022 Village and Other Matters

007.2022/1 Adoption and Improvement of Roadway outside Village Hall

District Cllr Morton stated that he had not heard anything from Highways and he would chase again.

007.2022/2 Consideration of how Council deals with Planning Applications going forward

It was resolved that the Council would, in future, use the checklist that had been circulated by Cllr O'Neil at the December meeting when dealing with planning applications. It was agreed that the checklist could be put on the website for general view.

007.2022/3 Update on any action being taken by village groups in respect of Queen's Jubilee celebration in 2022

Cllr Phillips stated it had been confirmed to her that the Village Festival would not take place in 2022 until September if at all. It was agreed that the Council would like to co-ordinate something on Sunday, 5 June 2022 (possibly a tea party in the Village Hall or a marquee at GPFA) and that the GPFA should be consulted to see what sporting fixtures might be playing on the day and if they were planning any celebrations of their own at the Playing Fields.

007.2022/4 Consideration of renewal of annual Zoom account at a cost of £95.

It was resolved that the Zoom account should not be renewed.

0072022/5 Consideration of provision of electricity supply to Village Green



The Clerk had previously circulated details of the quotation from E-on to provide an electricity supply with a feeder pillar containing a waterproof socket outside the Cob Barn on the Village Green at a cost of £1,613 (excluding VAT). After discussion, it was agreed that the Clerk should get more details and the matter be re-considered at the February meeting.

007.2022/6 Consideration of approval of purchase of Local Council's Administration handbook

It was resolved that the Clerk should purchase the latest edition of the Local Council's Administration handbook from Amazon at a cost of approximately £127 (being a discount from the recommended price of £149)

008.2022 Planning

008.2022/1 New applications

WND/2021/0174 (amended) – The Skerries, High Street, Guilsborough

Demolition of existing bungalow and garage. Construction of 2 storey dwelling and garage to rear of site and single storey dwelling to frontage.

Guilsborough Parish Council maintains its OBJECTION to this application. Should the case officer be minded to approve the application against the advice of the Parish Council, then we request this be taken to the Daventry Area Planning Committee for decision.

It is very frustrating that the applicants and their architects have not engaged with the Parish Council ahead of submitting inadequate amendments, which is unfortunate as a suitably changed scheme might have been able to change the planning balance in favour of no objection. The Parish Council has offered to discuss the application with all affected parties to try and achieve a better scheme.

Background

The current building is a bungalow called The Skerries, but with consent to create a second storey to existing bungalow to create four bedroomed dwelling (DA/2019/1001), and also to extend the garage to form a home office (DA/2020/1018). Guilsborough Parish Council did not object to these applications. In October 2021 the Parish Council objected to the application WND/2021/1018. The application still has not been determined and amended plans have now been submitted and are being consulted upon by WNC.

The Application:

- *The design and access statement is inadequate in explaining the impacts, and also the changes in the amendments and how they overcome the PC's previous concerns.*
- *There is an unacceptable lack of key topographical data and profiles explaining the relationship between the development and the neighbouring buildings.*
- *The application does not meet: SCLP Part 2: ENV10 [iii]; ENV 10[viii]; RA2[vi]; and GNDP Policies 1[i]; 1[vii]; 3[a][2][ii] due to the impact on surrounding properties of the buildings scale, height and layout that does not protect the amenity of new and existing residents and dwellings.*

all

- The application meets Guilsborough Neighbourhood Development Plan (GNDP) Policy 3[a][1]) as it provides an extra 2-bed bungalow over and above the consented application (DA/2019/1001).
- The changes in the amended plans are minor in relation to the positive and negative aspects described above.
- The design and layout do not meet the required high standards in relation to the sensitive High Street are as set out in the Neighbourhood Plan Policy 1(vii): "Proposals for development will be supported where they ... are designed to integrate well with the nearby existing buildings and structures in terms of scale, location and design as well as support the wider character and distinctiveness of the village. This is particularly important in the Historic Core of the High Street and Nortoft where any development will need to be particularly sensitively developed, commensurate with the status of its individual features and with the setting of the streetscape as a whole".

Key issues include:

Overbearing nature

- Of the back plot house over Paddock View and Rose Cottage due to mass, ridge height (about 8.5m) and noting Paddock View level is set below the Skerries plot level by almost a metre. The 8.5m ridge height of the new building will therefore tower a relative c 9.25m over Paddock House, which is about 8m horizontally away, and slightly nearer than the original plans). There is no functional or aesthetic justification for the proposed roofscape and the opportunity to reduce the ridge height to "one-and-half-stories" has been missed. The opportunity to move the 2-storey house further South into the plot and away from Paddock View has been missed.
- It is noted there is an important precedent in why the previous amended 'The Paddocks' Application (DA/2008/0586) was deemed acceptable and consented, where the then amendments required included a reduction in the bulk of the building by dropping the ridge height, and reducing site levels to accommodate the development.

Layout:

- The design of the 2-storey house fails to respond adequately to the plot available and still seems to have been 'dropped in' without appropriate architectural consideration.
- The opportunity to move the access a few metres to the East has been missed and so the opportunity to plan the front bungalow more centrally in the plot and away from The Elms has been missed.
- The opportunity to rotate the bungalow and change its floorplan shape has been missed, as has the opportunity to have the main living room facing away from the adjacent Elm Tree House.
- The amended buildings' locations remain unnecessarily close to mature hedgerow and trees which are likely to be damaged during construction of the 3 buildings. We note the plans show the tree canopy and so typically the root zone is compromised by the north building's NW corner. These trees and hedgerow provide a visual barrier with biodiversity benefits. No arboricultural report has been prepared. As the hedge and trees are along the party wall line, is a party wall agreement needed? Neither of these studies have been shown to be undertaken.

Visual intrusion:

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GNDP Policy 8 (V9) and 8(V6) Important views are compromised.

GNDP Policy 11(2) detracts and does not reinforce local distinctiveness including street pattern, siting, form, scale, mass, use, materials and architectural features, including in relation to the fine historic 18th Century 'Old House' and its setting. It is a poor Queen Anne style pastiche that sits badly against the remnants of the old stables building that it is uncomfortably attached to.

The lack of a Design and Access Statement and key topographical and profiles information means that the application as it stands should not have been validated.

Should Council officers be minded to approve the application, the Parish Council wishes to see it going to planning committee.

WND/2021/0837 – Bramstead House Cottage, Nortoft, Guilsborough

Construction of dormer to front elevation and render throughout.

The Council had no observations

The four members of the public left the meeting after the above item and the Council reverted to the agenda in the correct order.

08.2022/2 Completions

008.2022/3 Update on Guilsborough Neighbourhood Plan review

Cllr O'Neil stated that as no comments had been received from the public in respect of the proposed revisions to the Plan by the deadline date he would now arrange to get it finalised with WNC.

009.2022 Finance

009.2022/1 Receipts

Bank interest of 2 pence.

009.2022/2 Payments

It was resolved to approve and sign the following cheque payments.

Details	Invoice Number	Amount (£) including VAT where applicable	Cheque Number
Clerk's January Salary	n/a	507.68	102397
HMRC – PAYE on Clerk's salary	n/a	126.80	102398
Clerk's expenses including reimbursement of	n/a	55.95	102399

AMH

- *There is visual intrusion from the new bungalow into Elm Tree House living rooms and vice versa. This is at about 15m distance close to the advised side elevation limit and could be mitigated by a condition of a suitable barrier such as a section of 1800mm close boarded fence.*
- *The construction of what is to be assumed is a wall in front of the Rose Cottage living room is a particularly clumsy and poor design failure, and depending on its height may well limit light into the cottage.*

Light

- *There is potential reduction of light, and so energy production, on the photovoltaic panel on Paddock View roof (important for climate change), with no study by the applicant to show otherwise.*

Conditions

If approved, then please consider the following conditions:

- *Very strict control of construction access and deliveries given the extremely sensitive nature of the traffic and parking at primary school drop-off and pick-up times.*
- *Materials and finishes on all structures and surfaces to be of a high quality and sensitively developed in line with the requirements of GNDP Policy 1[vii] where any development in the Historic Core will need to be particularly sensitively developed, commensurate with the status of its individual features and with the setting of the streetscape as a whole. The materials and finishes of the existing bungalow can be taken into account.*
- *The new bungalow base level to be no higher than the current garage to protect the amenity of Elm Tree House.*
- *Boundary hedgerow and trees to be retained as a key visual barrier, though some careful trimming back is acceptable if based on an arboricultural report acceptable to WNC.*
- *Future permitted development rights to be rescinded.*

WND/2021/0643 – The Old House, High Street, Guilsborough

Part demolition of single storey annexe and construction of new two storey annexe – conversion of remaining annexe for use as part of new annexe and associated building alterations.

The Council made the following objections to the application:

GNDP Policy 1(i): There is no suitable topographical information, the location plan misses elevation profiles across to neighbouring houses and there is no assessment of impact on nearby buildings, including housing to the rear of High Street (The Old House itself, Paddock View, Rose Cottage, Seatons flats, etc) or on the GNDP 'Historic Core'.

GNDP 1(ii) The impact of this large and dominant house, in a prominent position, on the open countryside, being part of the Special Landscape Area.

GNDP Policy 2(1) or Policy 2(2). The site lies outside the Village Confines and does not meet the criteria for exceptions.

GNDP Policy 3(b) The Parish Council's view is that given the scale of the new building, increase in footprint, very significant increase in bulk and height over 2 floors, and high roof, is not a conversion, but effectively a new house in open countryside.

Cartridge Save invoice for printer supplies			
Lowther Farms – Annual rental for playground	n/a	500.00	102400
Mark Hazle – Planting Cherry Trees	1085	503.30	102401
Guilsborough Village Hall – Room Hire	579	14.00	102402
Village Link	n/a	70.00	102403
Cllr A Hart – replacement of lost cheque number 102371 issued on 6.9.21	n/a	30.00	102404

009.2022/3 Bank reconciliation for period ended 31 December 2021

The Clerk presented the bank reconciliation for the period ended 31 December 2021 showing a balance at bank of £39,450.71.

009.2022/4 Completion of Documentation to Request Precept for 2022-23

It was resolved that the precept amount for 2022-23 would be £32,225 and the relevant request form was signed by the Chairman and the Clerk.

010.2022 Playground

The Chairman provided his written inspection report to the Clerk and stated that he was hoping that a further meeting of the fund raising committee would take place shortly.

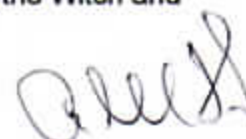
011.2022 Highways

Cllr Phillips agreed to take over the responsibility for Highways. The Chairman stated that a parishioner had reported that the junction of the A5199 with the Nortoft turn was causing safety issues. Cllr Phillips agreed to contact Highways to see what could be done to improve safety.

012.2022 Street Lights

The Clerk had previously emailed Councillors a summary of a report carried out by E-on in respect of the condition of the existing street lights. The report highlighted a number of lanterns which were in a poor state and would benefit from being replaced. It was resolved that the Council would consider approving the replacements at the February meeting.

The Chairman stated that one of the street lights on the High Street above the Witch and Sow was out. Clerk to report to E-on.



013.2022 Parish Assets Inspection Report

Cllr Miller had nothing new to report.

014.2021 Village Trees

Cllr Metcalfe stated that he was pleased with the work carried out by Mark Hazle in planting the donated Cherry Trees. He stated that he had taken some photographs but that the scheme encouraged having a small ceremony/plaque to mark the event. It was suggested that this could perhaps take place during the June bank holiday weekend marking the Queen's Platinum Jubilee.

015.2022 Footpath Warden Report

Cllr Metcalfe stated that he had nothing new to report.

016.2022 Items for Village Link

Cllr Fulcher stated that she would include the Cherry Trees and confirmation of the Precept amount for 2022-23.

017.2022 Police Liaison Representative's Report

Cllr Harris stated that PCSO Craig Egdell had attended at Pells Close to assess the reported parking problems but had found all in order at the times he visited. Cllr Harris reported that he still intended to carry out some speed checks in the village but was waiting for assistance from another Officer to conduct the checks.

The Council considered the response received from Inspector Wakeman following the letter sent to the Commissioner asking for clarification as to the relocation of Rural Crimes Officer from Guilsborough to Wootton Hall. As the Council were not satisfied with the response given it was resolved that Cllr Miller would draft a further letter which would be sent by the Clerk.

018.2022 Correspondence received

None

019.2022 Items for next meeting – 14 February 2022 at 7.15 pm

- Queen's Jubilee celebrations
- Provision of Electricity to the Village Green
- Consideration of Replacement of Street lanterns



9/22

- Internal Finance Checks
- Update on HSBC mandate/internet banking
- Update of Complaints Procedure

Meeting closed at 9.15 pm

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14th Feb' 22