

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

Monday, 14 June 2021 at 7.15 pm

Present: Cllr A Hart, Cllr K Fulcher, Cllr I Miller, Cllr D O'Neil, Cllr D Wooldridge, Cllr S Harris, Cllr S Jaggard, Mrs C Holifield (Clerk), District Cllr C Norton and 11 members of the public

094.2021 Public Forum

The Chairman started by introducing Richard Swansea to those present and asking him to come forward to be presented with a certificate and an engraved paperweight for his sterling service over the last 10 years or so as a voluntary litter picker. The Council thanked Richard for his efforts which were greatly appreciated by the Community. Richard thanked the Council for their acknowledgement of his efforts.

(2 members of the public left the meeting at this point)

The Chairman asked the other members of public whether they wished to speak. One parishioner stated that she would speak on behalf of all the others present in respect of Planning Application WND/2021/0093. She stated that all the neighbouring residents to the plot of land off Church Way had already written individually to the Planning Officer to object to the application and had forwarded the same to the Council (which the Clerk had circulated to Councillors prior to the meeting). The parishioner outlined the objections of the residents to the application. In response, the applicant provided further clarification in respect of her application. *

The Chairman thanked the members of public for attending and agreed to bring forward the Planning Items for consideration by the Council for discussion as soon as items 2 to 6 on the agenda had been dealt with.

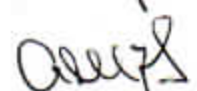
095.2021 Resolution to accept apologies for absence

Apologies were received and accepted from Cllr Graham Metcalfe.

096.2021 Declarations of interest for items on the agenda

Cllrs Fulcher and Wooldridge both declared a personal interest in Planning Application WND/2021/0062.

* Cllr Jaggard raised the point that long-term residents of the Parish should not be disadvantaged when planning applications are considered.



097.2021 Resolution to consider written requests for dispensations on agenda items

None received

098.2021 Resolution to sign and approve the minutes from the previous meeting held on 10 May 2021

The minutes of the Annual meeting 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.

099.2021 Co-option of New Councillor to fill Casual Vacancy

The Chairman welcomed Lisa Phillips to the meeting as a candidate for the casual vacancy for a Councillor. Cllr O'Neil proposed and the Chairman seconded the motion that she be co-opted to the Council. Mrs Phillips then completed the declaration of acceptance of office and joined the Council.

Planning Items 9.1 – 9.3 on the Agenda were brought forward for discussion by the Council at this point after which all members of the public left.

100.2021 Matters arising (for information only)

100.2021/1 Annual Audit Requirements – Public Rights Exercise

The Clerk stated that she had completed the required documentation which had been posted on the noticeboard and the website for the Public Rights Exercise which would take place between 14 June and 23 July 2021.

100.2021/2 Cemetery Extension

Cllr O'Neil stated that he had been informed that the field opposite the existing cemetery on the Teeton Road was again available for purchase. It was agreed that the matter should be added to the July agenda for the Council to reconsider.

101.2021 Village and Other Matters

101.2021/1 Adoption and Improvement of Roadway outside Village Hall

Cllr O'Neil stated he had nothing new to report.

101.2021/2 Consideration and adoption of Standing Orders

It was resolved to adopt the existing Standing Orders without amendment.



101.2021/3 Consideration and adoption of Financial Regulations

It was resolved to adopt the existing Financial Regulations without amendment.

101.2021/4 Consideration and Adoption of Risk Assessment Policy

It was resolved to adopt the revised risk assessment policy and internal controls procedures which had been circulated to Councillors by the Clerk prior to the meeting.

101.2021/5 Consideration and Adoption of Code of Conduct Policy

It was resolved to adopt the Code of Conduct policy as revised by West Northants Council and previously circulated to Councillors by the Clerk.

101.2021/6 Update on Traffic issues on Nortoft

Cllr Wooldridge stated that he had nothing new to report this month.

101.2021/7 Consideration of Village Hall Trustees and Constitution Change

Cllr O'Neil stated that the Management Committee had been looking at the outdated constitution of the Village Hall and proposed that the future Trustees be made up of the Management Committee plus 2 representatives from the Parish Council. He stated that all other Trustees had agreed to relinquish their roles. The Parish Council was agreeable to this change.

101.2021/8 Consideration of appropriate locations to plant the donated Japanese Cherry Trees

In the absence of Cllr Metcalfe it was resolved to carry this item forward to the July meeting.

101.2021/9 Consideration of making application to the Woodland Trust for free tree package under the 'Plant a Tree for the Jubilee' scheme

In the absence of Cllr Metcalfe it was resolved to carry this item forward to the July meeting.

101.2021/10 Consideration of Findings from Annual Playground Inspection Report

The Chairman stated that following a review of the inspection report, there was nothing that he was not already aware of from the previous year's report. Basically, many of the items were old and would require replacing in the near future.



102.2021 Planning

102.2021/1 New applications

WND/2021/0062 – Old House Farm, The Green, Guilsborough

Demolition of rear porch and outbuilding, construction of rear extension and outbuilding (revised plans)

The Council considered the application and made the following objections to the application as submitted:

- The siting and design of the proposed new 1.5 storey outbuilding is very obviously contrary to the clear intent of Policy 1, General Development, of the Guilsborough Neighbourhood Development Plan 2016-2029 and Policy ENV10 Design Local Plan (Part 2) for Daventry District 2011-2029, particularly to integrate well with the existing layout and neighbouring houses to this residential group in terms of scale, location and design;
- The drawings submitted in support of this application do not show in elevation the relationship of the existing single storey outbuilding to the dwelling and context both to the north and to the west. The latest submitted drawing, No 010 Revision C, only includes the Front Elevation to the north showing the proposed new 1.5 storey outbuilding in outline. It has been omitted from the Side Elevation to the west, thereby putting into doubt the full impact of the proposal;
- This part of the development cannot be given the benefit of the doubt and is, therefore, considered of poor design and, in not adding to the character and quality of the area and the way it functions, cannot be supported. This example of a re-build/replacement, if approved, would set a destructive precedent for future development.
- The neighbours access and the applicant's dwelling's parking arrangement (including for deliveries) would be compromised.

If the application is withdrawn and resubmitted with a suitably improved outbuilding with we suggest prior consultation with the Parish Council, then we are sure the applicant can get to an application that we can find acceptable.

Should WNC be minded to approve the application then the Parish Council strongly requests the following design conditions for the new build 1.5 storey garage/home office. The reasons for the conditions would be to meet Policy 1, General Development, of the Guilsborough Neighbourhood Development Plan 2016-2029 and Policy ENV10 Design Local Plan (Part 2) for Daventry District 2011-2029. The discharge of these conditions would need to be demonstrated by a comprehensive set of revised drawings supplied by the applicant, preferably in consultation with the Parish Council, for WNC approval.

Conditions:

- The new build to remain within or not to exceed the footprint of the existing outbuilding;
- The garage finished ground slab level to match existing finished ground level;
- Floor to floor dimension not to exceed 2400mm;
- Roof pitch to match adjacent dwelling at 42°;
- Eaves level not to exceed 2200mm above garage ground slab level; ridge level not to exceed 5400mm above garage ground slab level;
- Wall cladding external surface finishes to be of unpainted timber to match the existing outbuilding.
- To maintain or improve the existing access and parking arrangements.
- To reduce the height (by 800mm) and bulk (more apparent when a double pitch replaces a mono-pitch ridge line along the rear) of the new build so as to respect the grain and scale of the location.



WND/2021/0093 – Land off Church Way, Guilsborough

Construction of detached dwelling.

The Council considered the application and made the following observations/objections:

The Council made the following observations:

Church Way is a private driveway, leads directly off Church Mount to three dwellings that were converted during the 1980s from the former historic Guilsborough Hall Stables and Coach House and a new build single-story bungalow contained fully within the historic walls of the Hall's kitchen garden;

Over the years, there have been a number of planning applications for residential development in close proximity to this site, all of which have been refused owing to the lack of access, impact on local residents and amenities and impact on the local environment/heritage assets;

The application is for a new build dwelling of two storeys that whilst in itself is not of poor design as a structure, is in contrast with the design of the adjacent historic conversions, and to a lesser extent the existing modern single storey dwelling as this is fully contained behind the historic walls of the Hall's kitchen garden;

We have been informed, but cannot confirm, that there is a restrictive covenant in relation to access that may mean the use of the access will not allow any stoppage for deliveries and so all delivery and parking needs may have to be within the curtilage of the applicant's own land.

Scaling the position of the Velux on the north and south elevations may show that they are sufficiently high to avoid overlooking at 1800 to bottom. The distances on the northern elevation exceed minimum guidelines for facing windows and as the top of first floor picture window is only effectively 1300 above floor level and can only be viewed from a balcony set well within the property sight lines would potentially reduce or prohibit overlooking.

All the adjacent house owners are opposed to the development attended the Parish Council meeting and we understand have submitted objections to WNC.

The application plans are missing key information which may make any decision unsound without them.

- This includes the omission of the Garden Lodge habitation (the building shown and labelled as such is a garage/outbuilding).
- The omission of levels for the actual Garden Lodge such that the relative overlooking cannot be assessed.
- The omission of the Blinkbonny property to the North East (although this property is set further back).

The Council objects to the application as submitted:

GNDP Policy 1(i) the amenity of existing residents is not protected as:

- The residents affirm that there is no legal right for construction traffic to stop or unload on the access road, they have concerns that there would be damage to roads, verges, kerbs and an unprotected sewer. There is no construction plan to say how construction can be safely or legally achieved within owners own land.
- There may be drainage and fould issues which have not been explored or assessed to our knowledge.
- The property 'The Stables' borders the site and the owner states that they are particularly affected, owing to the size, scale, bulk and massing of the proposed dwelling on what is a relatively small and confined site, the development would have an unduly dominant and



overbearing impact on the outlook from neighbouring properties. This is exacerbated by the deep plan layout of the proposed dwelling, which results in an excessively bulky and overpowering roof form.

- The large window opening on the North elevation may overlook "The Stables" garden area.
- There may be some overlooking onto the neighbours garden areas from the Juliet balconies, but this is not clear.
- WNJCS Policy H1(g) Impact on residents' amenity is also not met.
- From the above it is also clear that
 - WNC (Daventry) SCLP Part 2 Env10(A)(viii) Protecting the amenity of existing buildings and not compromise the function of existing surrounding uses is not met

GNDP Policy 1(ii) Protection of landscape, character and heritage is not met as:

- Objectors have concerns that the structural integrity of the historic walled garden wall may be compromised, as well as that of the historic entrance pillars to Church Way.
- The setting of the corner mound of the historic roman/iron age fort would be impacted by the buildings location and scale, but in part this is limited by the recent planning permission for a garden house on the mound. However the latter was considered by Archaeology and as it does not penetrate the subsoil its impact will be limited. There is no information on the archaeological impact of this application which will impact on the subsoil and may well negatively affect this "Non Designated Asset". (Also see Policy 11 objection below).

Structure
objection

GNDP Policy 1(iv). Highway safety

- There are serious concerns expressed by the residents of Church Way as to the safety of other users of the private access road including the communal tennis courts (owned and able to be used by all the residents of the adjacent Church Mount)
- These can be summarised as an increase in traffic (including deliveries) over and above the existing use by the 4 properties, the stables to the East and the smallholding to the West, which is not sustainable in the light of:
 - very narrow lanes with a lack of passing spaces and no footways leading to conflicts between vehicles and pedestrians including the communal tennis court users.
 - existing poor road surface which is likely to further damaged by increased use
 - poor sight lines, especially the right angled egress from the proposed property into Church Way and then around the first corner.
- There are serious concerns expressed by the residents of Church Way in relation to traffic and highway safety. The Parish Council asks WNC to pay particular detailed attention to this as a Highway matter likely to lead to refusal.

GNDP Policy 1(vii) Design

- The building design whilst of some merit in itself does not sit or integrate well in relation to the conversions of the historic Hall buildings and Walled Garden walls: in terms of materials, colour, bulk and height
- The design does not support the wider character and distinctiveness of the village.
- The open and undeveloped character of the existing paddock serves to relieve the surrounding built form and helps maintain a soft edge to the built-up area of the settlement where it gives onto open countryside. The Stables, Blinkbonny and the Tower House are the last remaining features of Guilsborough Hall, the walled garden being an important local heritage asset. These buildings are arranged in a close-knit grouping on the edge of the village. It is important to maintain a degree of openness around this grouping, and also in relation to the walled garden and nearby iron age fort, to preserve the historic form and setting of this part of the village.
- the proposed development would lead to the inappropriate and over-intensive consolidation of the built form at the periphery of the settlement, to the detriment of its form, character and setting and the character and appearance of the area. The scale and form of the proposed dwelling, with its excessive and bulky roof span, would only add to the obtrusive effect.
- From the above it is also clear that:

objection

- o WNJCS Policy H1(b) Housing: Existing Character is also not met
- o WNC (Daventry) SCLP Part2 ENV10(A)(i) Design is not met
- o WNC (Daventry) SCLP Part 2 Env10(A)(ii) Local building traditions and materials is not met

GNDP Policy 3: Housing

- The application in part meets GNDP Policy 3(a)(1) in providing a new home which comes under the definition of 'small-scale housing development' and is within the Village Confines. However it is not one of the Housing Needs Survey affordable homes, nor one of the priority 2 bedroom market houses/bungalows as it is a 3 bedroom house. Also it does not meet Policy 3(a)(2) in relation to private amenity, or form and character of the village – see objection in relation to GNDP Policy 1 below. In the planning balance GNDP Policy 3 is not met.
- Equally WNH (Daventry) SCLP Part 2 RA2(B)(ii) might be met in part (but see the Housing Needs and GNDP comment point above), but RA2(C)(iii)(vi) are not met. In the planning balance SCLP Part 2 RA2 is not met.

GNDP Policy 9(2). Biodiversity

- There is no biodiversity report yet a known badger set is immediately adjacent under 20m from the area of construction.

GNDP Policy 11(1) (and WNJCS Policy BN5) Heritage

- There has been no Archaeological Impact Assessment despite the clearly sensitive adjacent Roman/Iron Age Fort. The development has to be assumed to negatively impact on the Historic Fort Non-Designated Heritage Asset, noting it is under 20m from the known and visible south-east corner of the fort. This was assessed by the Inspector for a very similar development: see Appeal Decision APP/Y2810/A/97/28655/P5 (para 10) ref DA/97/0630.

Appeal Decision APP/Y2810/A/97/28655/P5 (para 8 and other) ref DA/97/0630 application for one dormer bungalow.

This is an important reference point for what was a directly comparable application. The inspector considered the combined shortcomings of access, impact on village character, and impact on heritage, and determined the upholding of the DDC refusal and dismissal of the Appeal. (Link: <https://selfservice.daventrydc.gov.uk/NorthgatePublicDocs/00155685.pdf>). Significant weight can be given to this Appeal in relation to the current application.

102.2021/2 Completions

DA/2021/0345 – The Stables, Church Way, Guilsborough

Construction of garden room, wooden gazebo and potting shed within the front garden.

Construction of shed (retrospective) within the front garden.

Application approved

102.2021/3 Update on Guilsborough Neighbourhood Plan review

Cllr O'Neil stated that he had a video meeting with Margaret Howell, the case officer for GNP. She had suggested a number of minor alterations, with the removal of certain phrases, which would then avoid the necessity of having a full consultation. He stated he would send out the changes to the review group for their approval.

All members of public left the meeting after this item

103.2021 Finance

103.2021/1 Receipts

The Clerk stated that the half year precept amount of £15,404 had been received into the bank. Online payments had been made in respect of the rental of the Cob Barn and the Storage Lock-ups but until further bank statements had been received she could not confirm them.

103.2021/2 Payments

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

Details	Invoice Number	Amount (£) Including VAT where applicable	Cheque Number
Clerk's Salary – June 2021	n/a	356.55	102345
HMRC – PAYE on Clerk's salary	n/a	89.00	102346
Clerk's expenses and office administration costs	n/a	32.28	102347
Mark Hazle – Village Mowing x 3	852/874/892	855.00	102348
Maximow – Mowing Small Playing Field	2021021	46.00	102349
Cllr Miller – Reimburse Re X2 Connect invoice for Telephone Kiosk glass	27169	987.55	102350
Cllr O'Neil – reimburse Gravesham Trophy Centre for litter picking award	3914	35.94	102351
Clerk – reimburse re Cartridge Save invoice	INVZB3K BK	19.52	102352

103.2021/3 Bank reconciliation for period ended 31 May 2021

The Clerk presented the bank reconciliation for the period ended 31 May 2021 showing a balance at bank of £37,781.56



103.2021/4 Completion of Internal Finance Checks

Cllr Harris stated that she had carried out the internal finance checks and all was satisfactory.

104.2021 Playground

The Chairman stated that he had now arranged a meeting with the PCSO to report the minor acts of vandalism that were taking place. He stated that, to date, he had only received one expression of interest in respect of forming a group to start fund raising for new equipment for the Playing Field. It was agreed that every effort should be made to try and get more volunteers.

105.2021 Highways

Cllr Wooldridge stated that he had nothing to report. Cllr Harris queried who was responsible for the verge mowing on the West Haddon Road. Clerk stated this was the responsibility of Highways and if visibility was impaired then a Fix My Street report should be submitted.

106.2021 Street Lights

The Clerk stated that she had received no new reports of faults with the street lights.

107.2021 Parish Assets Inspection Report

Cllr Miller stated that the refurbishment of the telephone kiosk was progressing. The Council thanked him for his efforts.

108.2021 Village Trees

Cllr Metcalfe provided a written report prior to the meeting stating that Mr Venton had now inspected the tree surgery carried out at The Poplars and was satisfied. He was in contact with the owner of Pineways and was meeting with him to discuss the replacement tree species. Cllr Metcalfe advised in his report that Mr Lowther was having investigations carried out in respect of the Beech Tree on the West Haddon Road (T6) and reports would be made available to all relevant parties prior to any surgery/felling works being carried out.

109.2021 Footpath Warden Report

Cllr Metcalfe had circulated his report prior to the meeting.



110.2021 Items for Village Link

Cllr Fulcher stated that she would include the presentation to Richard Swansea, the refurbishment of the telephone kiosk, the Playground Fund Raising Committee and the co-option of Lisa Phillips as a new Councillor.

111.2021 Police Liaison Representative's Report

Cllr Harris stated that she had attended a Zoom meeting held by the Northants Police to update parishes. She stated that 14 new Officers had been appointed and a further 14 were being trained. PC Craig Egdell has been allocated Guilsborough amongst many other parishes to look after. She stated that the 4 areas of priority for the Force were: knife crime, domestic abuse, antisocial behaviour and serious organised crime.

112.2021 Correspondence received

- Northants CALC Update May/June 2021 edition – circulated by email
- Emails from parishioners relating to Planning Application for Old House Farm – circulated by email
- Email from parishioner regarding planting trees in village – circulated by email
- Email from parishioners relating to Planning Application for land off Church Way – circulated by email

113.2021 Items for next meeting – 12 July 2021 at 7.15 pm

- Planting of trees in village
- Cemetery extension

Meeting closed at 9.15 pm

all ok

12th July '21