

# -Abbots Bromley Parish Council

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Staffordshire  
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## To all Parish Councillors

You are hereby summoned to attend the Meeting of the Abbots Bromley Parish Council to be held on Wednesday, 29<sup>th</sup> September 2021 at **7.00 pm** at Abbots Bromley Village Hall

Mrs Sarah Meads

21<sup>st</sup> September 2021

## Agenda

### 1. Apologies for absence

*To receive and, if appropriate, accept apologies for absence.*

### 2. Public Session

### 3. Declarations of Interests

- *Declarations relating to this meeting*

### 4. Minutes of Previous Meetings

- Meeting held on 28<sup>th</sup> July 2021

**Enclosed**

### 5. Neighbourhood Plan Update

- Update provided by Cllr P Freeman, Chair of Neighbourhood Planning Group
- Presentation by Neighbourhood Planning Group of the following policies:-
  - o Design and Heritage" (DAH)
  - o Dwellings, Employment and Community" (DEC).

**Enclosed**

### 6. Matters of Report

- Welcome Pack
- Visitor Guide
- Horn Dance
- Footpath leading from Salters Grange
- Memorial Bench in memory of Mr Barker
- Risk Assessment/Netting for Tennis Club

### 7. Planning

**Enclosed**

#### • Applications

*To agree responses to recently received planning applications:*

#### • Decisions

*To receive details of planning decisions as included on the enclosed planning summary.*

### 8. Financial Matters

#### • Report on payments made since last meeting

**Enclosed**

*To approve the list of payments made since the last meeting*

#### • Payments to be made

#### • Insurance Renewal

To receive and if considered appropriate, approve the list of payments to be made

**9. Group/Representative Reports**

*Unless otherwise stated, to receive a report from the relevant Working Group or Officer.*

- **Recreation**
- **Village Property**
- **Traffic, Parking, Highways** - Community Speed Watch,
- **Competitions**
- **Newsletter**
- **ABSA**
- **Village Hall**
- **Almshouses**

**10. Correspondence, bulletins and reports – all forwarded to councillors prior to the meeting.**

- *SPCA Weekly Newsletters – circulated to councillors*
- *Covid weekly update emails from Cllr P Atkins – circulated to councillors*
- *Email from resident regarding the removal of barrier on footpath near Salter's Grange Clerk has ascertained that the company that developed the area was sold off some years ago.*
- *Email from The Barker family regarding a memorial bench to be sited on the Village Green. Circulated to councillors and favourable responses received. Image of bench has been requested.*
- *Email from resident regarding noise on Millennium Green playground*
- *Monthly Report from PCSO T Leathers*
- *We Love Uttoxeter funding opportunity - <https://staffordshire.foundation/grants/weloveutttoxeter/#1585663076820-f6e51692-63c17219-dcae>*
- *HS2 contact card – circulated to councillors. Clerk has requested permission to publish details on the village website*
- *Came & Company renewal invite for insurance – Clerk circulated to councillors and highlighted increase in premium due to additional assets being listed.*
- *Email from resident regarding Highways signs left after maintenance finished – Clerk reported to Highways*
- *Email from resident to request road sweeper visits to clear pavements of chippings*
- *Email from resident regarding reinstallation of white lines – Clerk confirmed that Highways contractor will do these when all road repairs have been completed.*
- *Email request from Staffordshire Fire & Rescue to attend next Parish Council meeting – confirmation that new Station Officer will be attending September meeting – Clerk forwarded details of meeting.*
- *Email to The Chair from resident to complain about information provided on the Neighbourhood Plan progress in the Chair's report – email circulated to all councillors and response sent by the Chair to the resident.*
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**11. Jubilee Celebrations**

**12. Agenda items for next meeting**

**13. Date, time and place of future meetings**

October Parish Council Meeting 7.00pm Wed 27<sup>th</sup> October 2021

**Abbots Bromley Parish Council will do all it can to protect Abbots Bromley's heritage and village status and seek to enhance the well-being of the community by moving towards a greener and more sustainable environment.**

## Appendix 1

# DAH: Design and Heritage

## Purpose

- a. To ensure that new development is sustainable and well-designed.
- b. To preserve or enhance local heritage.

## Rationale and Evidence:

Abbots Bromley is a historic village originally of linear design. Most of the built environment contained within the settlement boundary has been granted Conservation Area (CA) status.

The main street, and the ancient drovers' lanes which branch off, contain 51 Listed buildings and structures (three of which are Grade II\*) and one Scheduled Monument.

The majority of these buildings lie within the identified CA, many having been constructed from locally-sourced materials such as timber, bricks, mortar and tiles. This uniformity of construction gives the village its unique character.

Abbots Bromley's Conservation Area status has been determined through a significant heritage that should be protected and preserved. In order to achieve the capacity to accommodate change, a fine balance has been struck between conserving and enhancing the existing stock of mainly historic older buildings with the residential housing needs of a popular commuter village. For this reason, it is essential that future design and materials are complementary to the original buildings in order to preserve the unique character of the village. This may be achieved through sensible decision making for sustainable housing and housing design now and into the future.

Conversion of current buildings to residential or commercial use must retain the original facades and rooflines.

Open green space is easily eroded forever. It is important to consider the negative impact of infill extensions on congestion and loss of the existing open space.

Featuring heavily alongside this is the need to meet (or exceed) the current environmental protection requirements.

'Building for Life 12' (BfL 12) - The industry standard for design of new housing developments has significantly informed the content of this policy.

Community opinion in support of this policy was primarily obtained from an initial questionnaire and separate survey (2016) and a series of topical open forums (2018-2019). These important opinions provide an evidenced and demonstrable 'local need':

- Protection for the street scene, conservation area and classic countryside views.
- Building design and materials should be in keeping with the heritage and character of existing buildings and overall street-scene.
- Use of solar panels, underground heat-source pumps, installation of charging facilities for electric powered vehicles and future-proofed domestic boilers should be made.
- Local need should influence design and scale in order to achieve sustainability within the village and wider parish.
- Encouragement and protection of wildlife flora and fauna must be planned.

- The local heritage and rural location provide a sense of belonging amongst residents. These characteristics must be conserved.

The rationale for this Policy in relation to the protection of heritage is supported by the NPPF (**Sections 12; 15; 16**):

- Defining characteristics should be determined and reflected in developments.
- Developments should be sympathetic to the built environment and landscape setting.
- Designs should take into account the views and opinions of the local community.
- \*Consent for development with poor designs which do not improve character, nor take into account local design standards, should be refused.
- It should be recognised that small-scale developments can cut greenhouse emissions through their design.

Further endorsement for the protection of heritage is contained in the ESBC Local Plan (2012-2031) (**Strategic Policies 1; 24; 25; 27; 30**) (**Detailed Policies 1; 3; 5; 6; 8**):

- Promotion of distinctive local identity.
- Designs that generate positivity towards traditional design and materials.
- Utilisation of sustainable construction techniques and materials.
- Promotion of renewable energy sources.
- Recognition of the value for health and well-being.
- Reduce and mitigate against the risk of air, noise, water, and light pollution.

ESBC's current Conservation Area Appraisal (CAA) of March 2009 for Abbots Bromley is also very supportive in this context. It also makes reference to the Abbots Bromley Village Design Statement (March 2007).

The Abbots Bromley Village Design Statement (March 2007) captures a number of similar important points in relation to the protection of the village heritage:

- Developments and improvements should be designed to enhance the main elements: rural nature, heritage and community.
- Individual development should respect the settlement character of that part of the village in which it occurs, and adopt a sensitive and co-ordinated approach to design and layout.
- Any new development must sit comfortably with its neighbours, taking into account footprint area, shape, proportions and material of older buildings.
- Visual interest can be created by sensitive design detailing of windows, roof lines, and chimneys.

## **DAH1: Sustainable Design and Character**

**1. New development must be well-designed, sustainable and maintain the distinctive identity of Abbots Bromley. This includes meeting the following requirements:**

- a) In order to create a satisfying relationship between built and open areas, the existing character of the village and the immediate context of the development site must be complementary in terms of scale, massing, height, distance of set back from the road, and materials.**
- b) "Active" frontages (elevations with windows and doors) must be provided to road facing elevations, to provide natural surveillance.**
- c) High quality and durable materials, in keeping with the surrounding built environment, must be used. Use of locally sourced materials is highly encouraged, as is use of reclaimed materials.**

d) Public realm designated areas should be complemented through effective 'placemaking' schemes that ensure high quality streets, with traditional landscape as an integral part of the design, and the creation of an inclusive, safe and convenient environment for residents to undertake a range of social activities.

e) Design accounting for the specific site and context is required. Layout and form must respond to local features within and adjacent to sites; including local topography, landscape and water features, trees and plants, views, wildlife habitats, existing buildings and micro climate.

f) Front boundaries comprising hedges or historic brick walls or railings must be retained as part of any new development. New front boundary treatments must complement the existing character of the area, based on use of low brick walls or hedges.

g) All designs must include features/materials which actively reduce the impact of carbon emissions.

2. Development on the edge of the village must incorporate planting and landscape design to create a natural transition between urban and rural areas. Hard boundary treatments such as high walls and fences must be set back and be screened by suitable landscaping.

3. Creative and innovative design solutions will be considered, especially where they incorporate high environmental protection performance.

### **Interpretation and Guidance:**

Developers should engage with local residents and the Parish Council at an early stage in the design process, as advised by the NPPF.

Design and Access Statements provide an opportunity to explain how the design of the proposed development responds to this policy and other design policies and guidance.

The policy requires new development to complement existing character.

The policy requires site specific design to complement the specific context. Being sensitive to context is not about stylistic imitation, but complementing the distinctive townscape characteristics of the area. Stylistic imitation or parody can be especially harmful in the case of new buildings within the setting of historic buildings.

The requirement for high quality building materials is especially important within the conservation area. Traditional materials such as timber, bricks, mortar and tiles (or high quality modern materials) should be used, but not mock traditional materials (such as plastic components in place of timber).

### **DAH2: Extensions**

1. Extensions to existing residential, commercial, and community properties must:

a) complement and not dominate existing buildings.

b) not cause any significant adverse impact on the amenities of adjacent properties.

c) maintain adequate functional garden space for the purpose of:

- amenity considerations such as daylight, privacy, leisure.
- effective separation between buildings, and adjacent sites to prevent noticeable development overcrowding.

\*Planting of native trees and shrubs to help screen and soften development, and reduce the effects of greenhouse gasses.

### **Interpretation and Guidance:**

To avoid dominating the existing buildings, it is often useful for extensions to be set back or to be of a lesser height or smaller scale.

The question of whether to continue the existing style of the building or to contrast depends on the specific circumstances. For example, for historic buildings, use of lightweight modern or transparent construction for an extension can have a lesser impact on the original buildings than using heavy masonry construction.

### **DAH3: Abbots Bromley Conservation Area**

**1. New development must preserve or enhance the character and appearance of the Abbots Bromley Conservation Area:**

**a) Every effort must be made to retain existing trees and hedges as part of any development. Where the removal of trees and hedges is unavoidable, replacement of the same species must be provided within the development site.**

**b) Development in the main street must complement the predominant townscape characteristics, including the distinctive sense of enclosure and definition created by building frontage**

### **Interpretation and Guidance:**

The policy highlights the importance of certain buildings and features in considering impacts on the conservation area.

The policy draws attention to unlisted buildings that also make an important contribution to the special interest of the conservation area, creating a collective impact that draws on the local vernacular and contributes to the townscape character of the area. Mature trees are also an important part of the area's character.

The policy should be applied together with Policies DAH1 and DAH2, which are of particular relevance within the conservation area and setting of listed buildings.

ESBC Local Plan Policy DP5 refers - Protecting the Historic Environment: All Heritage Assets, Listed Buildings, Conservation Areas and Archaeology.

## APPENDIX 2

### DEC 1: DWELLINGS, EMPLOYMENT AND COMMUNITY

#### PURPOSE

**To ensure that new residential and employment development caters for local need.  
To maintain and expand the range of local community facilities**

#### RATIONALE AND EVIDENCE

Abbots Bromley's inclusive sustainability lies in the building/adaptation of a range of development types suitable for:

- An ageing population
- Residents with disability/mobility needs
- The retention of young residents in the community
- Young families
- Employment opportunities
- Community use

Approximately 2000 residents reside in the parish, with the majority living within the village of Abbots Bromley. ESBC's key points from its analysis of the most recent census figures (March 2011) show Abbots Bromley has a significantly above-average number of elderly inhabitants (26.5% compared to 19% nationally), and an above-average proportion of home-owners (81% compared to 68.9% nationally)..

The settlement boundary was extended in 2015 to the west along Uttoxeter Road and to the south along Lichfield Road. Accordingly, two development sites were created in order to accommodate the stipulated sustainable allocation of 40 homes contained in the East Staffordshire Local Plan. The Lichfield Road site has been developed with 11 large homes which are exclusively market-value. The other site has yet to be developed.

The allocation of 40 homes has already been exceeded by over 100% - with only 1 unit being an Affordable Home and none suitable for the disabled/elderly. Full consideration of this must therefore be given to decisions made on subsequent planning applications during the remainder of the Plan period.

The Neighbourhood Plan does not support development outside of the settlement boundary. This is supported by Local Plan Policy SP2

In order to provide early direction as to what development may be required to meet the local need, the NDP group conducted an audit of Abbots Bromley's current housing stock in January 2019. The results provided a clear indication that the majority of properties - were they to come onto the market - were not of the scale that would provide affordable or suitable homes for local residents during the remainder of the Plan period.

The views and requirements of the community were expressed through the following channels:

- A series of minuted Open Meetings held between Dec 2018 and June 2019 (available on the NP website, and also as an appendix to this document).
- Written statements
- Responses to proforma made available at local outlets
- Comments made on a dedicated NP website
- Oral comments to members of the neighbourhood plan group and parish councillors
- A parish-wide questionnaire (see the NP website for details and also an appendix to this document).

The DEC's policies support the community's clearly expressed requirement that there should be:

- Provision of a range of homes for the elderly
- Provision of certain types of Affordable homes
- Attention paid to sympathetic/measured planning and design
- Some small office units
- Some small rural craft units
- Development of facilities to enhance tourism
- Maintenance/improvement of facilities for a wide range of community groups.
- No more market-value homes of 3 bedrooms or more
- No development of open green spaces
- No heavy industry
- No development that would significantly increase the volume of traffic along the main street
- No change to the street scene in the conservation areas
- No over-development or infilling of open spaces
- No extension to the settlement boundary

The policy for future housing draws heavily on the robust Housing Needs Assessment (HNA) independently prepared by AECOM for Abbots Bromley Parish Council in 2019 (the conclusions of which were subsequently revised by AECOM on 10/6/2021).

The original full AECOM report may be viewed on the Neighbourhood Plan web page link under "Document Library" .

The HNA's conclusions support the views of the community (see minutes of Open Meetings 15/3/2017, 4/4/2019, 2/5/2019), and help put figures on future housing need.

The revised HNA concludes with the following;

- Between 13-30 Affordable Homes "with a true need falling somewhere between". (This figure failed to take into account the 8 units available at the Abbots Bromley Hospital.)
- An aspirational figure of 110 units for the elderly, some of which would be Affordable homes, some adapted from current housing stock, some provided by Rugeley and Uttoxeter on a hub-and-spoke model, and some new builds.
- No additional market-value 3+ bedroomed homes are required.

Housing needs for the elderly should be met with a mix of market-value and social housing, ranging from independent living accommodation to warden-controlled units, to perhaps a care/nursing home. Given that there are already 51 social housing units in Abbots Bromley, Affordable Housing for the younger generation has been set at 10-12 units. A Rural Exception site within the settlement boundary, provided by a Housing Association, is the preferred route. Through legal agreements these homes should be occupied by people with local connections (or who contribute to the sustainability of the village), and must remain Affordable in perpetuity. They should be a mix of social rent and shared ownership homes.

These objectives **can be met** through current development sites already within the settlement boundary. By far the largest potential development site is the former Abbots Bromley School. Residents recognise that this brownfield site offers considerable potential . A separate policy, DEC4 has been written to give guidance about the sort of development that would be supported.

The rationale for the DEC policies in relation to housing development is supported by NPPF (**sections 8, 11, 12**):

- Promotion of sustainable development to support the needs of current and future generations.



- Provision of a sufficient number and range of homes to meet current and future need.
- Planning and development policies to account for the character, needs and opportunities of the area.
- Any approved housing developments which are in conflict with the made Neighbourhood Plan will likely cause an adverse impact that far outweighs any intended benefits.
- Conditions apply to this Policy for a NP to over-rule conflicting development intentions.
- Rural housing planning policies should reflect local need.
- Substantial weight is given to the value of utilising brownfield land.
- The Local Authority should take a proactive role in helping bring forward brownfield land suitable for meeting development needs and better development outcomes.

Further endorsement of the housing development rationale for DEC policies is contained in the ESBC Local Plan (2012-20341) (**SP 1,2,3,4, 14,15, 16,17, 21,22, 32, SO 1,4,8,9,12, and DP 1,3,5,6,8**):

- New developments should be contained within the settlement boundary of Tier Two Local Service Villages
- A Housing Need Analysis is encouraged for determining the mix, scale and local need for housing development because it is evidence based.
- Homes suitable for the elderly support the borough-wide identified housing shortage.
- The community has positively influenced where development is located, through a “made” NP.
- Facilities and businesses to be encouraged in order to support the local community and economy.
- There is potential for improved access for housing, facilities, services and jobs.
- Important assets protected.
- Where practicable, reuse to be made of redundant buildings sympathetically integrated with the character of the landscape.
- Brownfield land development will be encouraged as it has the potential to create new neighbourhoods, adding value to the existing community.
- Connection with local heritage conserved and enhanced.

ESBC’s current Conservation Area Appraisal (CAA) for Abbots Bromley is also very supportive in this context. It also makes reference to the Abbots Bromley Village Design Statement (March 2007) which captures a number of similar important points in relation to the protection of the village heritage:

- Developments and improvements should be designed to enhance the main elements: rural nature, heritage and community.
- Individual development should respect the settlement character of that part of the village in which it occurs, and adopt a sensitive and co-ordinated approach to design and layout.
- Any new development must sit comfortably with its neighbours, taking into account footprint area, shape, proportion and material of older buildings.
- Visual interest can be created by sensitive design detailing of windows, roof lines, and chimneys.

## **DEC1: Residential Development**

**1. Residential development will be supported within the existing settlement boundary. The key stipulations are:**

**a) Development must address the identified local need in terms of the mix, type and sizes of accommodation. The accommodation must include a mix of the following:**

- smaller housing and starter homes (1-2 bedrooms).
- smaller Affordable Housing for families (3-bedrooms) on a Rural Exception site within the existing settlement boundary and provided by a Housing Association.
- housing suitable for the elderly, with a mix of market-value and social housing.

**Any Affordable Housing provision should focus on these types of housing.**

**b) Proposals for bungalows and smaller terraced housing will be supported.**

**c) Housing infill development for gaps in existing frontages must have no significant adverse impact on the amenities of neighbouring properties.**

**d) Support for new housing within existing domestic garden space will not be encouraged and will only be supported where the existing dwelling would maintain adequate functional garden space and where adequate functional garden space would be provided also for the new dwelling(s).**

**Development in historically important garden spaces (eg medieval burgage plots) will not be supported.**

**e) Annexes for dependent relatives will be supported subject to a Planning Condition that they will not become separate dwelling units.**

**f) Self-build schemes, co-housing and other community-led housing projects that meet the local need whilst satisfying all of the requirements of this policy are encouraged.**

### **Interpretation and Guidance:**

The Local Plan sets out locations for new housing development, housing scale and housing mix, and is augmented by this policy. Local need will be considered against the latest evidence available. The policy recognises the relative lack of smaller properties in Abbots Bromley and the need for housing suitable for the elderly.

The requirement for the retention and creation of adequate functional gardens applies everywhere, including within the settlement boundary. "Adequate functional garden space" is not defined in terms of area (given the varied character of the parish) but should include sufficient space for external table and chairs, recreation, outdoor play, drying of washing and other typical private garden uses. The size of the garden will also depend on the need to meet the requirements of design and heritage policies. Support for new housing within existing domestic garden space will not be encouraged because of the significant disappearance during the Plan period of green spaces and habitats for wildlife.

The Local Plan sets out the circumstances where residential development may be considered outside the settlement boundary.

See also policy DEC3 on brownfield land development which may provide opportunities for new housing growth as part of a mixed-use development.

### **DEC2: Employment, Tourism and Community Facilities**

**1. Employment, tourist facilities and community facilities will be supported, subject to there being no significant adverse impact on the amenities of residential properties by reason of noise, vibration, disturbance, dust or other impacts.**

**2. Development involving the loss of existing community facilities will be supported only where similar or better facilities are provided elsewhere, or it can be demonstrated that such facilities are no longer needed.**

### **Interpretation and Guidance:**

The Local Plan sets out policies on the location of new employment and community facilities and is augmented, but not replaced, by this policy.

### **DEC3: Brownfield Land Development**

**1. Development will be supported on brownfield land, subject to meeting other policy requirements in this plan.**

#### **Interpretation and Guidance:**

This policy supports and encourages the development of brownfield land.

### **DEC4: Former Abbots Bromley School Site**

**1. Any brownfield land development on the former Abbots Bromley School Site must be based on the following development principles:**

**a) The development must be within the Abbots Bromley settlement boundary.**

**b) A mix of uses must be provided. This may include housing that meets the community's wishes (see Rationale and Evidence above), and the requirements of Policy DEC1, but must also include the retention or replacement of community use facilities within the site, as well as the creation of new employment opportunities.**

**c) The Listed school buildings and other buildings of Townscape merit must be retained and refurbished as a key element of development, thereby maintaining their contribution to the special architectural or historic interest of the conservation area.**

**d) Existing open space, including recreational space, must be retained.**

**e) Trees and hedges must be retained as part of the development.**

**f) The site should be viewed for planning purposes as one site and not as a collection of small development sites.**

**g) Section 106 gains should be used to directly benefit the parish.**

#### **Interpretation and Guidance:**

The policy recognises the possible future redevelopment of the Former Abbots Bromley School site as brownfield land within the settlement boundary, but sets out principles to ensure that such redevelopment achieves a sustainable mix of uses, including employment and community facilities, and preserves or enhances the character or appearance of the Conservation Area.

The policy sets out some considerations to assist in applying the special statutory duty set out in Section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990.