

 <b>Executive – 14<sup>th</sup> January 2015</b>		<b>Agenda Item No.</b> <h1>12A</h1>
<b>Title</b>	Endorsement of Parish Plans for Lapworth and Burton Green	
<b>For further information about this report please contact</b>	Bernadette Allen Tel: 01926 456020 <a href="mailto:Bernadette.Allen@warwickdc.gov.uk">Bernadette.Allen@warwickdc.gov.uk</a>	
<b>Wards of the District directly affected</b>	Lapworth and Kenilworth Abbey	
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?</b>	Yes/ <b>No</b>	
<b>Date and meeting when issue was last considered and relevant minute number</b>	Executive 29 <sup>th</sup> September 2010 - Parish Plan Protocol	
<b>Background Papers</b>	Joint Protocol for WCC/WDC involvement in responding to Parish Plans, Parish Appraisals and Village Design Statements	

<b>Contrary to the policy framework:</b>	Yes/ <b>No</b>
<b>Contrary to the budgetary framework:</b>	Yes/ <b>No</b>
<b>Key Decision?</b>	Yes/ <b>No</b>
<b>Included within the Forward Plan? (If yes include reference number)</b>	Yes/ <b>No</b>
<b>Equality &amp; Sustainability Impact Assessment Undertaken</b>	Yes/ <b>No</b>
No equality and sustainability impact assessment was undertaken by Warwick District Council as the report is about endorsing Parish Plans, which falls within the responsibility of Parish Councils to implement.	

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive	10/12/14	Andrew Jones
Head of Service	10/12/14	Richard Hall
CMT		Chris Elliott/ Bill Hunt
Section 151 Officer		Mike Snow
Monitoring Officer	10/12/14	Andrew Jones
Finance		Mike Snow
Portfolio Holder(s)		Cllr Les Caborn
Consultation & Community Engagement		
Relevant Officers representing potentially impacted service areas in the District and County Council have been asked to comment on the proposed actions in the Parish Plan.		
Final Decision?		Yes/No
Suggested next steps (if not final decision please set out below)		

## **1. SUMMARY**

- 1.1 The Parish Appraisal/ Planning Process is a well-established way of articulating the needs and aspirations of rural communities. This report is seeking to inform Executive of the actions included in the completed Parish Plans for Lapworth and Burton Green.
- 1.2 The Warwick Rural West Community Forum on 23<sup>rd</sup> January 2014 considered the Parish Plan for Lapworth and concern was expressed at the wording in the 2<sup>nd</sup> paragraph of the plan and suggested consideration by the authors to amend it. In addition the District Council raised a number of concerns about actions linked to the Local Plan. After Officer met and discussed the issues with the Parish Plan Group the wording and actions were amended (the amendments are highlighted in 'Parish Plan - summary of actions' sheet in appendix 1).
- 1.3 The Kenilworth Community Forum considered the Parish Plan for Burton Green on Monday 8<sup>th</sup> December and it was fully supported by the Forum.

## **2. RECOMMENDATIONS**

- 2.1 That the Executive endorses the Parish Plans for Lapworth and Burton Green.
- 2.2 That the Executive notes the actions detailed in each of the Parish Plans summarised in appendix 1.

## **3. REASONS FOR THE RECOMMENDATIONS**

- 3.1 In September 2012 the Executive agreed to adopt a 'Joint Protocol for WCC/WDC involvement in and responding to Parish Plans, Parish Appraisals and Village Design Statements' (see appendix 2). The Protocol defines the support available from Warwick District and Warwickshire County Councils to Parish Plan Groups in developing their appraisals/plans and sets out the process for the Executive's consideration and endorsement of the plan.
- 3.2 The Warwick Rural West Community Forum on 23<sup>rd</sup> January 2014 considered the Parish Plan for Lapworth and concern was expressed at the wording in the 2<sup>nd</sup> paragraph of the plan and suggested consideration by the authors to amend it. In addition the District Council raised a number of concerns about actions linked to the Local Plan. After Officer met and discussed the issues with the Parish Plan Group the wording and actions were amended (the amendments are highlighted in 'Parish Plan - summary of actions' sheet in appendix 1).
- 3.3 The Kenilworth Community Forum considered the Parish Plan for Burton Green on Monday 8<sup>th</sup> December and it was fully supported by the Forum.
- 3.4 A number of issues have been identified by the Lapworth and Burton Green parishes during the production of their parish plans. The issues identified were:

### **Lapworth**

- Actively seek to control speeds in the 30mph zone
- Extend gritting to those side roads that are more heavily used by traffic
- Establish a programme to complete footpaths along Station Lane/ Old Warwick Road over the next two years
- Encourage the community to take more responsibility for preservation and improvement of the environment

Burton Green

- Address the speeding issues along Red Lane
- Schools – to investigate alternative parking options and improve signage
- Poor state of road surfaces, pavements and verges in Burton Green
- Plans for extending mains drainage should be included in the Local Plan

- 3.4 The Joint Protocol requires that 'following presentation at the relevant community forum, all Parish Appraisals/ Plans/VDS should be reported to the District Council Executive and the County Council's *executive body/person* for endorsement, full or part thereof'. In compliance with the Protocol it is recommended that the Council's Executive endorses the Parish Plans for Lapworth and Burton Green

#### 4. **POLICY FRAMEWORK**

- 4.1 The development of Parish Plans can be linked to the Council's Corporate Business Improvement Plan (Fit for the Future). The Plan can provide information about our customers in rural communities.
- 4.2 Improving the capacity and confidence of rural communities through closer working with Parishes in the development of Parish Plans is a key element within the Warwick District Sustainable Community Strategy (SCS). Rurality is one of the key cross cutting themes of the SCS.
- 4.3 Under the Localism Act 'neighbourhoods' will be able to use Neighbourhood Development Orders to grant planning permission in full or outline for new buildings. This is through the developing a Neighbourhood Development Plan which is prepared by local communities. However any Neighbourhood Development Plan needs to conform to both a Parish Plan and the District Council's Local Plan.

#### 5. **BUDGETARY FRAMEWORK**

- 5.1 In 2012/13 District Council made grants available help with the costs associated with the development of their Parish Plans and assist to assist implementing actions that aligned with community forum priorities. Lapworth and Burton Green Parish Plan Groups in 2012/13 received a grant contribution from the Parish Plan Fund to assist with the development of their Parish Plan.
- 5.2 The Council may provide support within existing resources to support Parishes to implement actions identified in their Plans. There is no impact on existing budgets identified from the parish plans.

#### 6. **ALTERNATIVE OPTION(S) CONSIDERED**

- 6.1 No alternative option was considered as the Protocol was developed to ensure Parish Councils feel included and connected to other key structures and decision making processes.

#### 7. **BACKGROUND**

- 7.1 Community consultation and involvement is increasingly important to the life and development of rural communities. Consultation processes help to find out

how a village or town feels about itself, its strengths and weaknesses and how its residents want it to develop in the future. Central to the consultation process in rural areas are three consultation mechanisms that are key elements of the Government's rural policy:

- Parish Appraisals  
A Parish Appraisal takes a detailed look at life in a Parish. The appraisal is devised and conducted by local residents, creating a snapshot of community life at a point in time. Often information obtained in the Parish Appraisal process is used as a foundation for a Parish Plan
- Parish Plans  
Parish Plans take a snapshot of community life in a Parish provided by the appraisal, highlighting needs and aspirations, enabling the Parish council to devise an action plan for the short to medium term
- Village Design Statements  
The third element of this range of rural policy mechanisms is a Village Design Statement. These relate to the physical design and layout of a settlement and may be adopted by the local planning authority as supplementary planning documents, provided there is close involvement with officers in Development Services. They primarily relate to the district council as the local planning authority, although in certain circumstances, they do address traffic management and highway design issues that are responsibilities of the county council

7.2 The District Council in the previous Corporate Strategy (2007 -2011) set a priority around encouraging the development of Parish Plans. As a result within the District there are 8 completed Plans in addition to the 2 proposed here, a further 6 are currently at different stages of development.

7.3 Parish Councils/ Parish Plan Steering Groups are encouraged to engage with elected members/ public sector partners on issues identified in Parish Plans. The Joint Protocol allows both Councils to respond to actions identified in the Parish Plan. In the following areas there are budgetary constraints which means that support in implementing identified actions is limited in:

- Highway maintenance
- Improvements to cycle routes in rural areas
- Repairs to footpaths and pavements

7.4 A full version of the Lapworth and Burton Green Parish Plans and can be viewed the link below

[http://www.lapworthparishcouncil.org.uk/Final%20Parish%20Plan\\_reduced%20pdf.pdf](http://www.lapworthparishcouncil.org.uk/Final%20Parish%20Plan_reduced%20pdf.pdf)

<http://www.burtongreenpc.org.uk/wp-content/uploads/2012/12/BURTON-GREEN-PP-ACTION-PLAN-FINAL.pdf>