

# Public Document Pack



**Cherwell**

DISTRICT COUNCIL  
NORTH OXFORDSHIRE

**Committee:** Executive  
**Date:** Monday 4 November 2019  
**Time:** 6.30 pm  
**Venue:** Bodicote House, Bodicote, Banbury, OX15 4AA

## Membership

Councillor Barry Wood (Chairman)	Councillor George Reynolds (Vice-Chairman)
Councillor Colin Clarke	Councillor Ian Corkin
Councillor John Donaldson	Councillor Tony Ilott
Councillor Andrew McHugh	Councillor Richard Mould
Councillor Lynn Pratt	Councillor Dan Sames

## AGENDA

### 1. Apologies for Absence

### 2. Declarations of Interest

Members are asked to declare any interest and the nature of that interest that they may have in any of the items under consideration at this meeting.

### 3. Petitions and Requests to Address the Meeting

The Chairman to report on any requests to submit petitions or to address the meeting.

### 4. Minutes (Pages 1 - 8)

To confirm as a correct record the Minutes of the meeting held on .

### 5. Chairman's Announcements

To receive communications from the Chairman.

## **6. Consideration of the Examiner's Report for the Weston on the Green Neighbourhood Plan (Pages 9 - 388)**

Report of Assistant Director - Planning and Development

### **Purpose of report**

The Weston on the Green Neighbourhood Plan (submission draft) has been examined by an Independent Examiner. The Examiner has produced a report and the Council, as the Local Planning Authority, is required to consider the report's recommendations; determine whether the Plan, incorporating modifications, should proceed to a referendum; and, confirm the area covered by the referendum.

### **Recommendations**

The meeting is recommended:

- 1.1 To approve all the Examiner's recommendations and modifications (Appendices 1 and 2), with the exception of Modifications 15, 21, 24, 26 and 27.
- 1.2 To authorise the issue of a 'decision statement' confirming the Executive's decision and to invite representations on the Council's proposed amendments to Modifications 15 and 21, and consequential changes required to Modifications 24, 26 and 27, of the Examiner's report.
- 1.3 Not to proceed to referendum on the Weston on the Green Neighbourhood Plan at this time.
- 1.4 To approve the area for the future referendum as being the designated Neighbourhood Plan area in accordance with the examiner's recommendations, noting that there will be no extension to the area.

## **7. Banbury Public Spaces Protection Order Renewal (Pages 389 - 416)**

Report of Chief Operating Officer (Deputy Chief Executive)

### **Purpose of Report**

The Banbury Public Spaces Protection Order (PSPO) will expire at the end of November 2019. It is possible to extend the PSPO for a further 3-year period before it expires. This report provides the background to the PSPO, an evaluation of its effectiveness and the outcomes of public consultation undertaken during the summer. It recommends renewing the PSPO with a variation in scope.

### **Recommendations**

The meeting is recommended:

- 1.1 To approve the renewal of the Public Spaces Protection Order in Banbury Town Centre.

- 1.2 To agree that the prohibition on rough sleeping be removed from the Public Spaces Protection Order in Banbury Town Centre.

**8. Proposal to Extend Cherwell District Council's Participation in Refugee Resettlement** (Pages 417 - 424)

Report of Assistant Director Housing and Social Care Commissioning

**Purpose of report**

To provide an update on Cherwell District Council's participation in the Government's Vulnerable Person's Relocation Scheme (VPRS) and agree to participate in the new global scheme by resettling a further 6 families from April 2020 onwards.

**Recommendations**

The meeting is recommended:

- 1.1 To support Cherwell District Council's participation in the new global scheme which begins in April 2020.
- 1.2 To accept a further 6 families for resettlement under the new scheme.

**9. Council Tax Discount Scheme across Oxfordshire District Councils and Oxfordshire County Councils** (Pages 425 - 440)

Report of Executive Director Finance (Interim)

**Purpose of report**

To provide members with a draft policy proposing a Council Tax Discount Scheme for Care Leavers from April 2020.

**Recommendations**

The meeting is recommended:

- 1.1 To approve that Care Leavers are determined as a class for the purpose of Section 13A(1)c of The Local Government Finance Act 1992.
- 1.2 To approve the implementation of a Council Tax Discount for Care Leavers from 1 April 2020.
- 1.3 To approve the Memorandum of Understanding as an agreement between the Oxfordshire Authorities to share the financial commitment to support care Leavers.
- 1.4 To seek a decision as to whether the Authorities should approach Thames Valley Police and town and parish councils to make a financial contribution proportionate to their precepts.

**10. Monthly Performance, Finance and Risk Monitoring Report - September 2019**  
(Pages 441 - 488)

Report of Executive Director: Finance and Governance and Assistant Director:  
Performance and Transformation

**Purpose of report**

This report summarises the Council's Performance, Risk and Finance monitoring position as at the end of each month.

**Recommendations**

The meeting is recommended:

- 1.1 To note the monthly Performance, Risk and Finance Monitoring Report.

**11. Urgent Business**

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

**Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.**

**Information about this Agenda**

**Apologies for Absence**

Apologies for absence should be notified to [democracy@cherwellandsouthnorthants.gov.uk](mailto:democracy@cherwellandsouthnorthants.gov.uk) or 01295 221589 prior to the start of the meeting.

**Declarations of Interest**

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

**Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates**

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

**Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012**

This agenda constitutes the 5 day notice required by Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in terms of the intention to consider an item of business in private.

## **Evacuation Procedure**

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

## **Access to Meetings**

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

## **Mobile Phones**

Please ensure that any device is switched to silent operation or switched off.

## **Queries Regarding this Agenda**

Please contact Aaron Hetherington, Democratic and Elections  
democracy@cherwellandsouthnorthants.gov.uk, 01295 227956

**Yvonne Rees**  
**Chief Executive**

Published on Friday 25 October 2019

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## Cherwell District Council

### Executive

Minutes of a meeting of the Executive held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 7 October 2019 at 6.30 pm

Present: Councillor Barry Wood (Chairman), Leader of the Council  
Councillor George Reynolds (Vice-Chairman), Deputy Leader of the Council and Lead Member for Leisure and Sport

Councillor Colin Clarke, Lead Member for Planning  
Councillor Ian Corkin, Lead Member for Customers and Transformation  
Councillor John Donaldson, Lead Member for Housing  
Councillor Tony Ilott, Lead Member for Financial Management and Governance  
Councillor Andrew McHugh, Lead Member for Health and Wellbeing  
Councillor Richard Mould, Lead Member for Performance  
Councillor Lynn Pratt, Lead Member for Economy, Regeneration and Property  
Councillor Dan Sames, Lead Member for Clean and Green

Also Present: Councillor Sean Woodcock, Leader of the Labour Group  
Councillor John Broad  
Councillor Les Sibley

Officers: Nick Graham, Director of Law and Governance / Monitoring Officer  
Graeme Kane, Chief Operating Officer  
David Peckford, Assistant Director: Planning and Development  
Claire Taylor, Corporate Director Customers and Organisational Development  
Hedd Vaughan Evans, Assistant Director Performance and Transformation  
Dominic Oakeshott, Assistant Director (Interim) - Finance  
Nicola Riley, Assistant Director: Wellbeing  
Aaron Hetherington, Democratic and Elections Team Leader

#### 38 **Declarations of Interest**

There were no declarations of interest

#### 39 **Petitions and Requests to Address the Meeting**

There were no petitions.

The Chairman advised Executive that he had agreed to Councillor Broad addressing the meeting on agenda item 7, Community Nature Plan Restoring and Enhancing Green Spaces, and Councillor Sibley addressing the meeting on agenda items 6, Car Parking Enforcement Policy, and 8, Howes Lane Bridge Marginal Viability HIF Funding.

40 **Minutes**

The minutes of the meeting held on 2 September 2019 were agreed as a correct record and signed by the Chairman.

41 **Chairman's Announcements**

There were no Chairman's announcements.

42 **Community Nature Plan Restoring and Enhancing Nature and Green Spaces**

The Assistant Director, Wellbeing submitted a report which summarised the progress of the 2018-2020 Community Nature Plan and provided clarity on recent government guidance relating to restoring and enhancing nature and green spaces. The report also sought approval for biodiversity net gain guidance; endorsement of seeking a minimum of 10% biodiversity net gain through engagement with the planning process; and approval of biodiversity in the built environment guidance.

At the discretion of the Chairman, Councillor Broad addressed Executive.

**Resolved**

- (1) That the progress of the Community Nature Plan 2018-20 be noted.
- (2) That recent government guidance relating to restoring and enhancing nature and green spaces be noted.
- (3) That the biodiversity net gain guidance (annexes to the Minutes as set out in the Minute Book) be approved.
- (4) That seeking a minimum of 10% biodiversity net gain through engagement with the planning process be endorsed.
- (5) That a Biodiversity in the Built Environment Good Practice Guide 'Preservation of existing nesting sites and provision of artificial nesting sites' (annex to the Minutes as set out in the Minute Book) be approved.

**Reasons**



'Restoring and Enhancing Nature and Green Spaces' for the benefit of people and wildlife is a crucial element of important development and economic decisions. Failure to recognise and assess the multiple benefits of the natural environment will affect community health and wellbeing, important habitats and species and future economic growth. This report provides an update on the Community Plan, demonstrating how the Council is fulfilling its statutory biodiversity duty; and seeks approval for recommendations which support guidance that will enable the Council to invest wisely in the District's natural environment and help to contribute to healthy outcomes for people and wildlife.

### **Alternative Options**

Option 1: To reject the recommendations in the report. This is not proposed as the recommendations are in accordance with government guidance, best practice and the Council's statutory biodiversity duty

Option 2: To amend the recommendations in the report. This is not proposed as the recommendations are in accordance with government guidance, best practice and the Council's statutory biodiversity duty

43

### **Howes Lane Bridge Marginal Viability HIF Funding**

The Assistant Director – Growth and Economy submitted a report for members to consider the implications for Cherwell District Council (CDC) entering into a legal agreement with Oxfordshire County Council (OCC) in connection with the delivery of the rail bridge to enable the realignment of Howes Lane in Bicester.

Should the development subsequently become viable, the agreement would require CDC to seek contributions toward the cost of delivery of infrastructure through development receipts and, in accordance with the terms of the funding agreement, spend any released excess MV HIF (Marginal Viability Homes Infrastructure Fund) grant on the delivery of housing.

At the discretion of the Chairman, Councillor Sibley addressed Executive.

### **Resolved**

- (1) That, subject to Oxfordshire County Council completing the Marginal Viability Homes Infrastructure Fund (MV HIF) agreement, it be agreed to:
  - a) enter into a "back-to-back" agreement with OCC to take on the MV HIF obligations seeking to secure funding towards the cost of the delivery of the Howes Lane infrastructure. In addition, to use any excess grant funding (released as a result of the development funds contributing towards the cost of delivering the infrastructure) to deliver housing (subject to any legal issues being resolved and remedied);

and

- b) delegate to the Assistant Director – Growth and Economy, in consultation with the Lead Member for Economy, Regeneration and Property and the Team Leader – Non-contentious, the negotiation and completion of the agreement with OCC.

### **Reasons**

The conclusion is that the securing of this marginal viability funding from Homes England is a positive development and supports CDCs growth agenda.

### **Alternative Options**

Option 1: Not to pursue the securing of funding. This could delay the provision of the realigned Howes Lane and subsequently some housing delivery and as such is not recommended

Option 2: Not to enter into an agreement with OCC that passes on the obligations to seek to recoup funding and use receipts to deliver housing. This option is not recommended as it is likely to prevent the funding being secured and results in a lost opportunity to release excess grant funding for housing.

44

### **Results of the Residents' Satisfaction Survey 2019**

The Assistant Director – Performance and Transformation submitted a report which summarised the key results from the annual satisfaction survey and identified areas to be reflected in future business and service plans.

### **Resolved**

- (1) That the results of the survey, with particular reference to the priority service areas identified by respondents, be noted.
- (2) That it be agreed that the results and priority service areas identified will be used as part of the business and service planning process for 2020-21.
- (3) That it be agreed to continue to develop the approach of consulting and engaging with our residents, ensuring we reach as many residents as possible making use of all communication tools available to us and keeping residents up to date with progress against the business plan.

### **Reasons**

The annual satisfaction survey provides the Council with a standard source of data for gauging satisfactions levels across the district about service delivery and value for money, which enables informed decision making with regard to service provision and the planning of priorities.

The service specific satisfaction and feedback enables services to react quickly to any issues identified and also provides the council with more frequent satisfaction results.

It is important that the results are used as part of business and service planning and those areas of further investigation are progressed. These further investigations by officers, coordinated by the Insight Team, will provide the council with more detailed customer feedback and insight enabling evidence-based decision making.

### **Alternative Options**

To reject the findings of the satisfaction survey results and not incorporate them as part of the business and service planning process for 2020-21. This has been rejected as the survey provides the Council with a standard source of data for gauging satisfactions levels across the district, which enables informed decision making with regard to service provision and priorities.

## 45 **Monthly Performance, Finance and Risk Monitoring Report - August 2019**

The Executive Director: Finance (Interim) and Assistant Director: Performance and Transformation submitted a report which summarised the Council's Performance, Risk and Finance monitoring position as at the end of each month.

### **Resolved**

- (1) That the monthly Performance, Risk and Finance Monitoring Report be noted.

### **Reasons**

The Council is committed to performance, risk and budget management and reviews progress against its corporate priorities on a monthly basis.

### **Alternative Options**

Option 1: This report illustrates the Council's performance against the 2019-20 business plan. As this is a monitoring report, no further options have been considered. However, members may wish to request that officers provide additional information.

## 46 **Car Parking Enforcement Policy**

The Assistant Director: Environmental Services submitted a report which presented a proposal to change the car parking enforcement process and overarching Policy, having regard to the comments and findings by the Local Government Ombudsman regarding the conduct of car parking enforcement, and also the length of time that has elapsed since the Policy was last reviewed.

## **Resolved**

- (1) That the report and the recommendations of the Local Government Ombudsman and the action plan to address those recommendations in so far as the same concern the enforcement of excess charges be noted.
- (2) That the revised Car Parking Enforcement Policy (annex to the Minutes as set out in the Minute Book) be approved.

## **Reasons**

The recommendations in this report address the Local Government Ombudsman's comments and concerns regarding the Council's car parking enforcement process. In particular it simplifies the approach to parking enforcement by removing from the process at the earliest opportunity the involvement of Bristow and Suter as enforcement agents chasing payment on Apcoa's behalf. Apcoa will now remind customers of outstanding excess charges before referring the matter directly to the Council, who will then decide upon prosecuting that customer in the magistrate's court for the unpaid ECN.

The proposed new Policy takes account of the process proposed.

## **Alternative Options**

To reject the new Car Parking Enforcement Policy and ask officers to reconsider the same having regard to the report from the Local Government Ombudsman

## **47 Urgent Business**

There were no items of urgent business.

## **48 Financial Management System**

The Executive Director Finance (Interim) submitted a report to seek approval for increased capital funding for the replacement of the financial management system following the end of the current contract with Civica.

## **Resolved**

- (1) That additional capital funding for the capital project to replace the financial management system be approved.
- (2) That the estimated revenue impact be noted.

## **Reasons**

The current initial five-year term of the contract with Civica ends on 31 March 2020. The Council approved the replacement and the best route is via a full and open tender process to secure a new finance system that will meet the Council's business needs – initially for a five-year period, but potentially for up to a further five years – possibly providing the finance functionality for the next decade.

### **Alternative Options**

Option 1: Extend the existing contract with Civica for a period of up to five years. This has been rejected due to the limited functionality being provided by the system and the inability to provide the high-quality financial reporting information identified in our user requirements gathering exercises.

#### 49 **Exclusion of the Press and Public**

There being no questions on the exempt appendix it was not necessary to exclude the press and public from the meeting.

#### 50 **Financial Management System - Exempt Appendix**

##### **Resolved**

- (1) That the exempt appendix be noted.

The meeting ended at 7.39 pm

Chairman:

Date:

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## Cherwell District Council

### Executive

4 November 2019

<p><b>Consideration of the Examiner's Report for the Weston on the Green Neighbourhood Plan</b></p>
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### Report of Assistant Director - Planning and Development

This report is public

#### Purpose of report

The Weston on the Green Neighbourhood Plan (submission draft) has been examined by an Independent Examiner. The Examiner has produced a report and the Council, as the Local Planning Authority, is required to consider the report's recommendations; determine whether the Plan, incorporating modifications, should proceed to a referendum; and, confirm the area covered by the referendum.

#### 1.0 Recommendations

The meeting is recommended:

- 1.1 To approve all the Examiner's recommendations and modifications (Appendices 1 and 2), with the exception of Modifications 15, 21, 24, 26 and 27.
- 1.2 To authorise the issue of a 'decision statement' confirming the Executive's decision and to invite representations on the Council's proposed amendments to Modifications 15 and 21, and consequential changes required to Modifications 24, 26 and 27, of the Examiner's report.
- 1.3 Not to proceed to referendum on the Weston on the Green Neighbourhood Plan at this time.
- 1.4 To approve the area for the future referendum as being the designated Neighbourhood Plan area in accordance with the examiner's recommendations, noting that there will be no extension to the area.

#### 2.0 Introduction

- 2.1 This report is prepared to inform a decision of the Executive following the independent examination of the submission draft of the Weston on the Green Neighbourhood Plan (2018 - 2031). The examination formally commenced on 24 April 2019 and the Examiner's report was received on 11 September 2019. Weston on the Green Parish Council has been sent a copy of the Examiner's report.

- 2.2 Following the receipt of the Examiner's report Weston on the Green Parish Council formally agreed to extend the period (normally five weeks) by which this Council decides what action to take in response to the Examiner's recommendations. This was to allow it to be considered by the Executive on 4 November 2019.
- 2.3 The Executive is invited to consider the following documents:
- i. Examiner's Report (Appendix 1)
  - ii. A schedule of the Examiner's recommendations and officers' consideration of each recommendation and proposed changes (Appendix 2)
  - iii. The Post-Examination Weston on the Green Neighbourhood Plan 2018-2031 with modifications recommended by the Examiner marked up in 'track changes' (Appendix 3)
  - iv. A summary of the representations received to the Submission Plan (Appendix 4)
  - v. Consultation Statement (Appendix 5)
  - vi. Basic Conditions Statement (Appendix 6)
  - vii. Strategic Environmental Assessment (SEA) Screening Statement (Appendix 7)
  - viii. A Schedule of Changes to the Weston on the Green Neighbourhood Plan proposed by the Parish Council (Appendix 8).
  - ix. A summary of the representations received to the Schedule of Changes (Appendix 9).
- 2.4 All of the documents submitted to the Examiner are available on-line at <https://www.cherwell.gov.uk/info/221/neighbourhood-plans/402/weston-on-the-green-neighbourhood-plan/2>
- 2.5 It is the Executive's decision whether the Neighbourhood Plan should proceed to referendum, and if so whether the referendum area should be expanded, and what modifications, if any, should be made to the submission plan.
- 2.6 Once a neighbourhood plan has been independently examined, and the decision taken to put the plan to a referendum, it must be taken into account when determining a planning application, in so far as the policies in the plan are material to the application.

### **3.0 Report Details**

- 3.1 The Executive resolved, at a meeting on 2 November 2015, to designate Weston-on-the-Green Parish as a Neighbourhood Area.

#### **Submission**

- 3.2 The Weston on the Green draft Submission Neighbourhood Plan was submitted by the Parish Council to this Council on 11 October 2018. The Plan and supporting documents were publicised as required and public consultation took place between 19 November 2018 and 11 January 2019.
- 3.3 The formal representations received, including one submitted by officers from this Council, were discussed with the Parish Council. The Parish Council then decided



to submit additional documents for the examination in the form of a Schedule of Changes dated March 2019.

## **Examination**

- 3.4 An Independent Examiner was appointed by the District Council, in consultation with the Parish Council. His role was to consider the submitted documents; determine whether the Neighbourhood Plan meets prescribed 'Basic Conditions' and legal requirements; and to recommend whether or not the Plan should proceed to referendum.
- 3.5 A neighbourhood plan meets the Basic Conditions if:
- having regard to national policies and advice contained in guidance issued by the Secretary of State, it is appropriate to make the plan;
  - the making of the neighbourhood plan contributes to the achievement of sustainable development;
  - the making of the neighbourhood plan is in general conformity with the strategic policies contained in the development plan for the area of the authority (or any part of that area);
  - the making of the neighbourhood plan does not breach, and is otherwise compatible with, EU obligations; and
  - the making of the neighbourhood plan is not likely to have a significant effect on a European site or a European offshore marine site, either alone or in combination with other plans or projects.
- 3.6 Correspondence with the Examiner through the examination was published on the Council's website, at the Examiner's request to ensure that the examination process was open and transparent to all interested parties. During the examination the Examiner invited comments on the Parish Council's Schedule of Changes (March 2019) between 26 April 2019 and 10 May 2019.
- 3.7 The Examiner's report is presented at Appendix 1. The Examiner has considered the Plan and the Parish Council's Schedule of Changes and the subsequent responses following their publication.
- 3.8 The Examiner commends the Draft Neighbourhood Plan for being clear, intelligible, and well written and for its logical structure.
- 3.9 In brief, the Examiner finds:
- The Weston-on-the-Green Neighbourhood Development Plan has been prepared in accordance with Sections 38A and 38B of the Town and Country Planning Act 1990 and the Neighbourhood Planning Regulations 2012 (as amended) and that;
  - Having regard to national policies and advice contained in guidance issued by the Secretary of State it would be appropriate to make the Plan;
  - The making of the Plan would contribute to the achievement of sustainable development;
  - The making of the Plan would be in general conformity with the strategic policies of the development plan for the area;

- The Plan would not breach and will be otherwise compatible with European Union obligations, the Conservation of Habitats and Species Regulations 2017 and the European Convention on Human Rights.

- 3.10 At paragraph 70 of his report the Examiner recommends that the Weston-on-the-Green Neighbourhood Development Plan should proceed to a referendum subject to the modifications that he recommends.
- 3.11 He also recommends, at paragraph 70, that the Neighbourhood Plan should proceed to a referendum based on the area of the draft Neighbourhood Plan.
- 3.12 The Examiner states at paragraph 6 of his report that he is satisfied that the Parish Council took public consultation seriously. He did not consider that there had been any failure in consultation, let alone one that would have caused substantial prejudice. He found that the consultation was sufficient and met the statutory requirements.
- 3.13 At paragraph 22 of his report the Examiner welcomes the Neighbourhood Plan's support for pedestrians and cyclists which contributes to the environmental element of sustainable development. He continues by welcoming the Neighbourhood Plan's support for young families and young people, older people and disabled people which contributes to the social element of sustainable development. He states that the Neighbourhood Plan's support for the parish's heritage assets contributes to the environmental element of sustainable development.
- 3.14 At paragraph 65 the Examiner recognises that certain passages in the draft Plan may need updating. He states that nothing in his report should deter appropriate updating prior to the referendum in respect of incontrovertible issues of primary fact.

### **Examiner's Recommended Modifications**

- 3.15 The Examiner's report (Appendix 1) includes 27 recommended modifications to the draft Neighbourhood Plan. Appendix 2 to this report lists these recommendations and provides officer responses to each in turn. The modifications proposed by the examiner include amendments to the plan's policies, maps and supporting text.
- 3.16 Modifications are recommended by the Examiner in the interest of ensuring that the basic conditions are met. He advises at paragraph 13 that wherever possible the suggested modifications seek to limit the extent to which the substance of the draft Neighbourhood plan is changed.

### **Officers' Consideration of the Examiner's Report**

- 3.17 Paragraph 12 of Schedule 4B of the Town and Country Planning Act 1990 sets out what a local planning authority must do on receipt of a report by an independent examiner. The key decision is whether the plan should proceed to referendum.
- 3.18 The Council is obliged to consider each of the examiner's recommendations and the reasons for them and decide what action to take in response to each. It must come to a formal view as to whether the plan meets the prescribed basic conditions and relevant legal requirements, specifically whether the Plan would breach, and would not otherwise be incompatible with, any EU obligation or any Convention rights (within the meaning of the Human Rights Act 1998).

- 3.19 The Examiner considers EU obligations and Human Rights at para's 27 to 30 and para' 69 of his report. No concerns are raised in relation to the proposed Plan or as recommended for modification. Officers have no reason to disagree.
- 3.20 The officer consideration of each of the Examiner's recommendations are set out in detail in Appendix 2 to this report.
- 3.21 Having considered the Examiner's report, officers are of the view that all of his recommendations should be accepted with the exception of modifications: nos. 15 and 21.
- 3.22 Modification 15 concerns Policy E1 of the Plan. The policy as originally proposed sought to ensure that development should provide a positive contribution to the locally distinctive character of the village and conserve its setting. In particular, it sought to resist development outside the village confines along the B430.
- 3.23 The Examiner, at paragraph 51 of his report, states that the policy as drafted goes considerably beyond national policy, with the effect that it would create significant obstacles to sustainable development.
- 3.24 His proposed modification states that development should be resisted outside the built-up area of the village along the B430 road unless both:
- "1) a need for further sustainable development in or next to the village has been shown to exist and the extent of land used for the development does not exceed that needed to meet the need; and*
- (2) it is shown that there is no more sustainable place where such development is deliverable".*
- 3.25 Officers are concerned that:
- i) the reference to the extent of land used for development not exceeding that needed to meet the need is not clear and measurable and could lead to inefficient use of land and harm to the natural environment contrary to strategic Local Plan Policies ESD10, ESD13 and ESD15.
  - ii) the introduction of a test that there should be 'no more sustainable place' is contradictory to the strategic policies of the Local Plan which direct rural development to (in relative terms) the most sustainable villages including Weston-on-the-Green (subject to Green Belt restrictions).
- 3.26 Consequently, it is considered that the making of the neighbourhood plan with this modification would not contribute to the achievement of sustainable development and would not be in general conformity with the strategic policies contained in the development plan for the area of the authority (or any part of that area).
- 3.27 Modification 21 concerns Policy C1. The policy as originally proposed states that an area of land in the village, referred to as Area B (The Schoolfield) will be preserved and managed as a potential grassland habitat with access for passive recreation.
- 3.28 The proposed modification states that the policy should be replaced by:

*'Development that prevents Area B's preservation as an open space or that destroys ridge and furrow of value on it will only be permitted if each of the following apply:*

- 1) a need for further sustainable development in or next to the village has been shown to exist and the extent of land used for the development does not exceed that needed to meet the need;*
- 2) it is shown that there is no more sustainable place where such development is deliverable;*
- 3) no development takes place in flood zones 2 and 3;*
- 4) no development harms the potential priority habitat area in flood zones 2 and 3, the millstream and Gallos Brook;*
- 5) the site has been fully surveyed at appropriate times of the year for the presence of protected species;*
- 6) there is full compliance with policy H9; and*
- 7) the impact of the Oxfordshire Way is kept to a minimum.'*

3.29 Officers are concerned that a policy aimed at seeking the preservation of land as an open space now provides a set of criteria for development which effectively include the same tests as explained above.

3.30 Specifically, it is again considered that:

- i) the reference to the extent of land used for development not exceeding that needed to meet the need is not clear and measurable and could lead to inefficient use of land and harm to natural environment contrary to strategic Local Plan Policies ESD10, ESD13 and ESD15.
- ii) the introduction of a test that there should be 'no more sustainable place' is contradictory to the strategic policies of the Local Plan which direct rural development to (in relative terms) the most sustainable villages including Weston-on-the-Green (subject to Green Belt restrictions).

3.31 It is therefore considered that the making of the neighbourhood plan with this modification would not contribute to the achievement of sustainable development and would not be in general conformity with the strategic policies contained in the development plan for the area of the authority (or any part of that area).

3.32 Officers are also concerned that the effect of this policy could be contrary to the Neighbourhood Plan's aim of improving community facilities, including access to open spaces for passive recreation.

3.33 Officers consider that the incorporation of these two modifications would mean that the Neighbourhood Plan as proposed to be modified by the Examiner would not meet the prescribed Basic Conditions.

3.34 If the Executive accepts this view, there would be a need to make consequential changes to three of the Examiner's other recommendations: no.24, which relates to Table C (a summary of the Plan policies and responsibilities for their implementation); and no. 26 and no. 27 which relate to references to Policy C1 in Appendix F.

- 3.35 In conclusion, officers are of the opinion that the Neighbourhood Plan should not proceed to referendum at this time.
- 3.36 Officers do agree with the Examiner that the referendum area (in the future) should be based on the designated Neighbourhood Area and that the referendum area does not need to be extended.
- 3.37 Appendix 3 to this report is a version of the Submission Neighbourhood Plan which incorporates the Examiner's recommendations in track changes. It should be noted that minor changes such as the re-numbering of policies, cross-referencing and some updating of the text would also be required to the Plan as a consequence of the recommended modifications.
- 3.38 Officers recommended changes are found in Appendix 2 in bold and underlined type. These principally comprise alternative text for Policies E1 and C1.

### **Next Steps**

- 3.39 Under the legislation where a Local Planning Authority proposes to make a decision that differs from the Examiner's recommendations it must issue a Decision Statement setting out the reasons why it has decided to deviate from the Examiner's recommendations. It must then notify prescribed bodies / persons and invite representations. These representations can only address the matters where the local planning authority has deviated from the Examiner's recommendations. It must then make a final decision to proceed to referendum within five weeks of the end of the consultation period or within five weeks of receipt of an Examiner's report if the Local Planning Authority refers the issue to independent examination.

## **4.0 Conclusion and Reasons for Recommendations**

- 4.1 The submission Weston on the Green Neighbourhood Plan has been independently examined and is recommended by the Examiner for referendum subject to the incorporation of modifications. Officers do not agree with two of the Examiner's modifications. They consider that with the incorporation of all of his recommended modifications the Plan does not meet the requisite Basic Conditions and should not proceed to referendum at this time.
- 4.2 Officers consider that the Examiner's modifications 15 and 21 (and the consequential changes to modifications 24, 26 and 27) should be amended as set out in Appendix 2 of this report. These amendments should be the subject of public consultation as prescribed by the regulations. The future referendum area should be the designated Neighbourhood Plan Area.

## **5.0 Consultation**

- 5.1 Councillor Colin Clarke, the Lead Member for Planning, was given prior notice of this report.

## 6.0 Alternative Options and Reasons for Rejection

6.1 The following alternative options are available but are not recommended for the reasons set out:

*Option 1: Approve all the Examiner's recommendations and proceed to a referendum.*

Officers do not agree with all the Examiner's recommendations. Accepting all the modifications and proceeding to referendum would result in a neighbourhood plan that would not provide sufficient clarity to enable the consistent application of its policies in determining planning applications. This may result in development that is contrary to the overall aims and objectives of the Neighbourhood Plan. The Plan would not be in general conformity with the strategic planning policies for the area.

*Option 2: To extend the area in which the referendum is to take place.*

Officers agree with the Examiner's recommendations. There is no need to extend the referendum area.

## 7.0 Implications

### Financial and Resource Implications

7.1 The costs of appointing the Examiner, and undertaking the examination is being met within existing budgets prior to reclaiming costs. Further consultation with the possibility of a further focussed examination will incur additional costs.

7.2 Local Planning Authorities can claim £20,000 from Central Government once they have set a date for a referendum following a successful examination where a neighbourhood plan has not previously been made for that area, which would help to contribute towards the costs of running a referendum.

Comments checked by: Dominic Oakeshott, Assistant Director – Finance (Interim), [Dominic.Oakeshott@cherwell-DC.gov.uk](mailto:Dominic.Oakeshott@cherwell-DC.gov.uk)

### Legal Implications

7.3 The legal process for making the Neighbourhood Plan has been followed. The Weston on the Green Neighbourhood Plan has been prepared in accordance with the Town and Country Planning Act 1990 (as amended), the Planning and Compulsory Purchase Act 2004 (as amended), and the Neighbourhood Planning (General) Regulations 2012 (as amended). It is the Executive's function to consider the outcome of the examination and to determine next steps. All the recommended steps are within the Council's powers and appear entirely reasonable. Accepting all or either of the alternatives as set out in Paragraph 6 above could have short term adverse implications for effective development control resulting in appeals and challenges that might have been avoided.

Comments checked by: Matthew Barrett, Planning Solicitor,  
[Matthew.barrett@cherwell-dc.gov.uk](mailto:Matthew.barrett@cherwell-dc.gov.uk), 01295 753798

## 8.0 Decision Information

### Key Decision

**Financial Threshold Met:** No

**Community Impact Threshold Met:** No

### Wards Affected

Launton and Otmoor

### Links to Joint Corporate Strategy and Policy Framework

This report directly links to all three themes from the Joint Corporate Strategy 2018-19:

- District of Opportunity & Growth
- Protected, Green & Clean
- Thriving Communities & Wellbeing

### Lead Councillor

Councillor Colin Clarke – Lead Member for Planning

### Document Information

Appendix No	Title
Appendix 1	Examiner's Report
Appendix 2	Schedule of Recommended Modifications by the Independent Examiner for the Weston on the Green Neighbourhood Plan
Appendix 3	The Post-Examination Weston on the Green Neighbourhood Plan with the Examiner's proposed modifications (in track changes)
Appendix 4	Summary of Representations received to the Submission Plan
Appendix 5	Consultation Statement
Appendix 6	Basic Conditions Statement
Appendix 7	SEA Screening Statement
Appendix 8	Schedule of Changes to the Weston on the Green Neighbourhood Plan – March 2019
Appendix 9	Summary of Representations to the Schedule of Changes.
<b>Background Papers</b>	
None	
<b>Reference Documents</b>	
The Weston on the Green Neighbourhood Plan Submission documents	
<a href="https://www.cherwell.gov.uk/info/221/neighbourhood-plans/402/weston-on-the-green-neighbourhood-plan/2">https://www.cherwell.gov.uk/info/221/neighbourhood-plans/402/weston-on-the-green-neighbourhood-plan/2</a>	

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WESTON-ON-THE-GREEN NEIGHBOURHOOD PLAN 2018 - 2031

(Submission Version)

**Report of the Examination into the**  
**Weston-on-the-Green Neighbourhood Plan 2018 - 2031**

Timothy Jones, Barrister, FCI Arb,  
Independent Examiner



No 5 Chambers,  
Birmingham - London - Bristol - Leicester

To Cherwell District Council  
And to Weston-on-the-Green Parish Council

11<sup>th</sup> September 2019.

<b><u>Contents</u></b>	<b>Page(s)</b>
<b>1. Introduction</b>	<b>1-2</b>
- Neighbourhood planning	1
- Appointment and role	1 - 2
<b>2. Preliminary Matters</b>	<b>2</b>
- Public consultation	2
- Other statutory requirements	2
<b>3. The Extent and Limits of an Examiner's Role</b>	<b>2 - 5</b>
<b>4. Consideration of Representations</b>	<b>5</b>
<b>5. Public Hearing and Site Visit</b>	<b>5</b>
<b>6. The Basic Conditions and Human Rights</b>	<b>5 - 8</b>
- Regard to national policies and advice	5 - 6
- Contributing to the achievement of sustainable development	6 - 7
- General conformity with the development plan	7
- EU obligations	7 - 8
- Conservation of Habitats and Species Regulations	8
- Human rights	8
<b>7. The nature of the area</b>	<b>8 - 9</b>
<b>8. Housing</b>	<b>9 - 10</b>
<b>9. The contents of the Draft WNP</b>	<b>10 - 22</b>
<b>10. Updating</b>	<b>22</b>
<b>10. Referendum Area</b>	<b>22</b>
<b>11. Summary of Main Findings</b>	<b>22-23</b>
<b>Appendix A: Recommended Modifications</b>	<b>24 - 30</b>
<b>Appendix B: Abbreviations</b>	<b>31</b>

# Report of the Examination into the Weston-on-the-Green Neighbourhood Plan 2018 - 2031

## 1. Introduction

### *Neighbourhood planning*

1. The Localism Act 2011 Part 6 Chapter 3 introduced neighbourhood planning, including provision for neighbourhood development plans. A neighbourhood development plan should reflect the needs and priorities of the community concerned and should set out a positive vision for the future, setting planning policies to determine decisions on planning applications. If approved by a referendum and made by the local planning authority, such plans form part of the Development Plan for the neighbourhood concerned. Applications for planning permission should be determined in accordance with the Development Plan, unless material considerations indicate otherwise.

*Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and deliver the sustainable development they need. ... Parish Councils can use neighbourhood planning to: set planning policies through neighbourhood plans to determine decisions on planning applications...<sup>1</sup>*

2. This report concerns the Submission (Regulation 16) Version of the Weston-on-the-Green Neighbourhood Plan 2018 - 2031 (“the Draft WNP”).

### *Appointment and role*

3. Cherwell District Council (“CDC”), with the agreement of Weston-on-the-Green Parish Council (“WPC”), has appointed me to examine the Draft WNP. I am a member of the planning bar and am independent of CDC, WPC, and of those who have made representations in respect of the Draft WNP. I have been trained and approved by the Neighbourhood Planning Independent Examiner Referral Service. I do not have an interest in any land that may be affected by it.

4. My examination has involved considering written submissions and an unaccompanied detailed site visit on Friday 31<sup>st</sup> May 2019.<sup>2</sup> The site visit helped me to gain a sufficient impression of the nature of the area for the purpose of my role. I have considered all the documents with which I have been provided.

5. My role may be summarised briefly as to consider whether certain statutory requirements have been met, to consider whether the Draft WNP meets the basic conditions, to consider human rights issues, to recommend which of the three options specified in

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<sup>1</sup> NPPF (2012), para 183. See also PPG Reference ID: 41-001-20190509.

<sup>2</sup> While in the area on Tuesday 9<sup>th</sup> July 2019 I had a further short site visit.

paragraph 12 below applies and, if appropriate, to consider the referendum area. I must act proportionately, recognising that Parliament has intended the neighbourhood plan process to be relatively inexpensive with costs being proportionate. The statutory scheme means that the document that I am examining is the Draft WNP as subject to the Regulation 16 consultation, not as it would read if amended by the March 2019 schedule of changes although I bear that in mind and the representations in respect of it.

## **2. Preliminary Matters**

### *Public consultation*

6. I am satisfied that WPC took public consultation seriously. I do not consider there has been any failure in consultation, let alone one that would have caused substantial prejudice. The consultation was sufficient and met the requirements of the Neighbourhood Planning (General) Regulations 2012 (“the General Regulations”).

### *Other statutory requirements*

7. I am also satisfied of the following matters:

- (1) The Draft WNP area is the parish of Weston-on-the-Green. WPC, a parish council, is authorised to act in respect of this area (Town and Country Planning Act 1990 (“TCPA”) s61F (1) as read with the Planning and Compulsory Purchase Act 2004 (“PCPA”) s38C (2)(a));
- (2) The Draft WNP does not include provision about development that is excluded development (as defined in TCPA s61K), and does not relate to more than one neighbourhood area (PCPA s38B (1));
- (3) No other neighbourhood development plan has been made for the neighbourhood area (PCPA s38B (2));
- (4) There is no conflict with PCPA s38A and s38B (TCPA Sch 4B para 8(1)(b) and PCPA s38C (5)(b)); and
- (5) The Draft WNP specifies the period for which it is to have effect, namely 2018 - 2031, as required by PCPA s38B(1)(a).

## **3. The Extent and Limits of an Examiner’s Role**

8. I am required to consider whether the Draft WNP meets the basic conditions specified in TCPA Sch 4B para 8(2) as varied for neighbourhood development plans, namely:

- (a) Having regard to national policies and advice contained in guidance issued by the Secretary of State, it is appropriate to make the Plan;

- (d)<sup>3</sup> The making of the Plan contributes to the achievement of sustainable development;
- (e) The making of the Plan is in general conformity with the strategic policies contained in the development plan for the area of the authority (or any part of that area);
- (f) The making of the Plan does not breach, and is otherwise compatible with, EU obligations; and
- (g) Prescribed conditions are met in relation to the Plan and prescribed matters have been complied with in connection with the proposal for the Plan.

9. There is one prescribed basic condition:<sup>4</sup> *“The making of the neighbourhood development plan does not breach the requirements of Chapter 8 of Part 6 of the Conservation of Habitats and Species Regulations 2017.”* Chapter 8 comprises regulations 105 to 111.

10. The combined effect of TCPA Sch 4B para 8(6) and para 10(3)(b) and of the Human Rights Act 1998 means that I must consider whether the Draft WNP is compatible with Convention rights. ‘*Convention rights*’ are defined in the Human Rights Act 1998 as (a) Articles 2 to 12 and 14 of the European Convention on Human Rights (“the Convention”), (b) Articles 1 to 3 of its First Protocol, and (c) Article 1 of its Thirteenth Protocol, as read with Articles 16 to 18 of the Convention. The Convention rights that are most likely to be relevant to town and country planning are those under the Convention’s Article 6(1), 8 and 14 and under its First Protocol Article 1.

11. In my examination of the substantial merits of the Draft WNP, I may not consider matters other than those specified in the last three paragraphs. In particular I may not consider whether any other test, such as the soundness test provided for in respect of examinations under PCPA s20, is met.<sup>5</sup> Rather, it is clear that Parliament has decided not to use the soundness test, but to use the, to some extent, less demanding tests in the basic conditions. It is important to avoid unduly onerous demands on qualifying bodies, particularly for communities like Weston-on-the-Green with small populations. This is not a plan that requires a Strategic Environmental Assessment and the increased requirements in such cases do not apply here. It is not my role to rewrite a neighbourhood development plan to create the plan that I would have written for the area.

12. Having considered the basic conditions and human rights, I have three options, which I must exercise in the light of my findings. These are: (1) that the Draft WNP proceeds to a referendum as submitted; (2) that the Draft WNP is modified to meet basic conditions and

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<sup>3</sup> The omission of (b) and (c) results from these clauses of para 8(2) not applying to neighbourhood development plans (PCPA s38C (5)(d)).

<sup>4</sup> Sch 2 of the General Regulations prescribes this.

<sup>5</sup> PPG Reference ID: 41-055-2018022.

then the modified version proceeds to a referendum; or (3) that the Draft WNP does not proceed to referendum. If I determine that either of the first two options is appropriate, I must also consider whether the referendum area should be extended. My power to recommend modifications is limited by statute in the following terms:

*The only modifications that may be recommended are—*

*(a) modifications that the examiner considers need to be made to secure that the draft [NDP] meets the basic conditions mentioned in paragraph 8(2),*

*(b) modifications that the examiner considers need to be made to secure that the draft [NDP] is compatible with the Convention rights,*

*(c) modifications that the examiner considers need to be made to secure that the draft [NDP] complies with the provision made by or under sections 61E(2), 61J and 61L,*

*(d) modifications specifying a period under section 61L(2)(b) or (5), and*

*(e) modifications for the purpose of correcting errors.<sup>6</sup>*

13. The word “only” prevents me recommending any other modifications. This means that I can only recommend changes within the March 2019 schedule of changes if one of the above applies and I have concluded that in most cases they don’t. I have however found comments in that schedule helpful. The fact that a modification would be of benefit is not a sufficient ground in itself to recommend it. So, for example, a suggested modification which gives additional information cannot be justified simply because some would find that information helpful. The same applies to a representation that a statement might be better included in some other document. It is not within my powers to recommend avoidance of repetition or other matters that some may consider unnecessary, unless it happens to come with one of the categories specified in the preceding paragraph. I cannot recommend the addition of non-planning matters. A representation that the draft WNP has not taken an opportunity would only be relevant if it related to my statutory role. I must not take an excessively restrictive view of the power to recommend modifications, but must bear in mind Lindblom LJ’s explanation of its extent in his judgment in Kebbell Developments Ltd v. Leeds City Council.<sup>7</sup> I may not recommend a modification that would put the draft NDP in breach of a basic condition or of human rights. When I conclude that a modification is necessary, I must, in deciding its wording, bear in mind material considerations including government advice. This includes the importance of localism. Where I properly can, my suggested modifications seek to limit the extent to which the substance of the draft NDP is changed.

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<sup>6</sup> TCPA Sch 4B, para 10(3). The provisions in (a), (c) and (d) are in the TCPA.

<sup>7</sup> [2018] EWCA Civ 450, 14<sup>th</sup> March 2018, paras 34 and 35.

14. It is not my role to consider matters that are solely for the determination of other bodies such as CDC or Oxfordshire County Council (“OCC”). Nor is it my role to consider matters that an NDP could consider, but which are not considered in the Draft WNP, unless this is necessary for my role as explained above. It is not my role to consider aspirations that are clearly identified as such and do not purport to be policies.

#### **4. Consideration of Representations**

15. I have given all representations careful consideration, but have not felt it necessary to comment on most of them. Rather in accordance with the statutory requirement and bearing in mind the judgment of Lang J in *R (Bewley Homes Plc) v. Waverley District Council*,<sup>8</sup> I have mainly concentrated on giving reasons for my recommendations.<sup>9</sup> Where I am required to consider the effect of the whole Draft WNP, I have borne it all in mind.

#### **5. Public Hearing and Site Visit**

16. The general rule is that the examination of the issues by the examiner is to take the form of the consideration of the written representations. However an examiner must cause a hearing to be held for the purpose of receiving oral representations about a particular issue in any case where the examiner considers that the consideration of oral representations is necessary to ensure (1) adequate examination of the issue or (2) a person has a fair chance to put a case. Since neither applied in this case, I did not hold a public hearing.

17. I did consider that an unaccompanied site visit was appropriate and held an extensive one on 31<sup>st</sup> May 2019. I also held a brief further site visit while in the area on 9<sup>th</sup> July 2019. I did not consider that the requested accompanied site visit of the Schoolfield site was necessary given the extent of public footpaths on the site and the photographs of it.

#### **6. Basic conditions and human rights**

*Regard to national policies and advice*

18. The first basic condition requires that I consider whether it is appropriate that the WNP should be made “*having regard to national policies and advice contained in guidance issued by the Secretary of State*”. A requirement to have regard to policies and advice does not require that such policy and advice must necessarily be followed, but it is intended to have and does have a significant effect.

19. The principal document in which national planning policy is contained is the National Planning Policy Framework (March 2012) (“the NPPF”) and I have borne that in mind. Other

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<sup>8</sup> [2017] EWHC 1776 (Admin), Lang J, 18<sup>th</sup> July 2017.

<sup>9</sup> TCPA Sch 4B, para 10(6).

policy and advice that I have borne in mind includes national Planning Practice Guidance (“PPG”). A revised version of the NPPF was issued in July 2018 and this was further revised in February 2019. However its paragraph 214 provides: *“The policies in the previous Framework will apply for the purpose of examining plans, where those plans are submitted on or before 24 January 2019. Where such plans are withdrawn or otherwise do not proceed to become part of the development plan, the policies contained in this Framework will apply to any subsequent plan produced for the area concerned.”* Its footnote 69 explains *“For neighbourhood plans, ‘submission’ in this context means where a qualifying body submits a plan proposal to the local planning authority in accordance with regulation 15 of the Neighbourhood Planning (General) Regulations 2012.”* That has occurred in this case. There is therefore no need to revisit the NDP in the light of the new NPPF. I have therefore considered the policies in the 2012 NPPF. Among other things, this emphasises the importance of Green Belts and the need for more housing in appropriate locations.

#### *Contributing to the achievement of sustainable development*

20. The second basic condition means that I must consider whether the making of the Plan contributes to the achievement of sustainable development. Unless the Draft WNP, or the Draft WNP as modified, contributes to sustainable development, it cannot proceed to a referendum. This condition relates to the making of the Plan as a whole. It does not require that each policy in it must contribute to sustainable development. It does require me to consider whether constraints might prevent sustainable development and, if they might, whether the evidence justifies them. That involves consideration of site-specific constraints, both existing (including the Green Belt, the heritage assets and their settings and flood zones 2 and 3) and those proposed in the Draft WNP. The total effect of the constraints introduced by the Draft WNP when read with existing constraints should not prevent the achievement of sustainable development. In assessing the totality of constraints I have found Figure 15 particularly helpful.

21. The bulk of the NPPF constitutes guidance on sustainable development. Its paragraph 6 says, *“The policies in paragraphs 18 to 219, taken as a whole, constitute the Government’s view of what sustainable development... means in practice for the planning system.”*

22. I welcome the draft WNP’s support for pedestrians and cyclists. This contributes to the environmental element of sustainable development. I also welcome the draft WNP’s support for young families and young people, older people and disabled people. This contributes to the social element of sustainable development.

23. The draft WNP’s support for the neighbourhood’s heritage assets, particularly policy H4 is amply merited, is consistent with the duties imposed by the Planning (Listed Buildings and Conservation Areas) Act 1990 and contributes to the environmental element of



sustainable development. The heritage assets that I was able to view and in three cases enter, impressed me.

*General conformity with the development plan's strategic policies*

24. The third basic condition means that I must consider whether the Draft WNP is in general conformity with the strategic policies contained in the development plan for the area of the authority.

25. The adjective 'general' allows a degree of (but by no means unlimited) flexibility and requires the exercise of planning judgement. This condition only applies to strategic policies - there is no conformity requirement in respect of non-strategic policies in the development plan or in respect of other local authority documents that do not form part of the development plan (such as the 2014 Oxon SHMA and the Cherwell Residential Design Code Supplementary Planning Document), although such documents may be relevant to other matters. In assessing general conformity and whether a policy is strategic, I have borne in mind helpful PPG advice.<sup>10</sup> I have also borne in mind the relevant part of the judgment in R (Swan Quay LLP) v Swale District Council.<sup>11</sup>

26. The development plan includes the Cherwell Local Plan Part 1 2011-2031 ("CLPP1") and the saved policies of the adopted Cherwell Local Plan 1996 ("CLP"). A revised Cherwell Local Plan is in preparation. This is not part of the development plan and hence not relevant to this basic condition. Since 2018, the formerly intended Cherwell Local Plan Part 2 (never part of the adopted development plan) has not been in CDC's Local Development Scheme. It should not be mentioned other than as part of the history of the draft NDP.

*EU obligations*

27. The fourth basic condition requires me to consider whether the Draft WNP breaches or is otherwise incompatible with, EU obligations. I have in particular considered the following, together with the UK statutory instruments implementing them: the Strategic Environmental Assessment Directive (2001/42/EC); the Environmental Impact Assessment Directive (2011/92/EU); the Habitats Directive (92/43/EEC); the Wild Birds Directive (2009/147/EC); the Waste Framework Directive (2008/98/EC); the Air Quality Directive (2008/50/EC); the Water Framework Directive (2000/60/EC); and the General Data Protection Regulation (2016/679/EU). I have also considered the judgment of the European Court of Justice in People Over Wind v Coillte Teoranta.<sup>12</sup>

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<sup>10</sup> Paragraphs 074 to 077 of the section on neighbourhood planning.

<sup>11</sup> [2017] EWHC 420 (Admin), para 29, Dove J, 27<sup>th</sup> January 2017.

<sup>12</sup> Case C-323/17, 12<sup>th</sup> April 2018.

28. I am satisfied that no issue arises in respect of equality under general principles of EU law or any EU equality directive. I am satisfied that the making of the NDP would not breach, and be otherwise incompatible with, EU obligations and that (except to the extent to which I may recommend modification) it is not necessary to consider the matter further in this report.

#### *Conservation of Habitats and Species Regulations*

29. I am satisfied that the making of the NDP would not be incompatible with the prescribed basic condition and that (except to the extent to which I may recommend modification) it is not necessary to consider the matter further in this report.

#### *Human Rights*

30. English planning law in general complies with the Convention. This matter can also be dealt with briefly in advance of detailed consideration of the contents of the Draft WNP. I have considered whether anything in the Draft WNP would cause a breach of any Convention right. In particular I have considered the Convention's Articles 6(1), 8 and 14 and its First Protocol Article 1. Nothing in my examination of the Draft WNP indicates any breach of a Convention right, so that no modifications need to be made to secure that the Draft WNP is compatible with these rights. It is therefore not necessary to consider human rights in the parts of this report that deal with specific parts of the Draft WNP.

### **7. The nature of the area**

31. In considering the contents of the Draft WNP I must consider the nature of the village of Weston-on-the-Green and of the parish as a whole. In the 2011 census the parish had a population of 523 with a median age of 48.5 in 218 households. It lies partly in and partly outside the Oxford Green Belt, the extent of which within the parish is shown on Figure 5. Most of the village is in the Weston-on-the-Green Conservation Area. There are two grade II\* listed buildings (St Mary's church and Weston Manor, now an hotel) and 31 grade II listed buildings. The B430, a busy road, is immediately to the east of the village.

32. There is no scheduled public transport<sup>13</sup> and no secondary or primary school in the parish. There is a shop and post office, two public houses, a café and ice-cream parlour, an hotel, a church, a village hall, one playing field, a small village green, a nursery school (1.5 miles east of the village centre) and a bookable and relatively expensive door-to-door transport service. This level of services is greater than typically found in a village with a small population and seems to result in part from passing trade on the B430.

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<sup>13</sup> I share Oxfordshire County Council's view that it is not clear how the objective to reinstate a public-transport service to the village could be achieved (Transport Strategy Comment of December 2018, A31).

33. The village is in Category A (the most sustainable villages) in CLPP1, being the fourth smallest of 23 settlements in this category.

## **8. Housing**

34. The matter that has occupied more of my time than any other is the extent of constraints to development, particularly those shown on figure 15, and the impact of these on supplying housing. I am satisfied that the proposed local green spaces (“LGSs”) meet the test specified in the NPPF and that they can be designated without impeding the achievement of sustainable development. I am also satisfied that the smaller “*important green spaces*”, (a to j) merit some protection and that they can be identified without impeding the achievement of sustainable development. The areas shaded in light green (areas A to J inclusive) and the largest of the “important green spaces”, namely ‘h’ (also known as Area B or the Schoolfield) leave the village almost surrounded by constraints. To the extent that these are in the Green Belt and to the extent that some flood zone 2 and 3 land is included, these are unlikely to make a significant difference. However the total effect of all the other land just mentioned is to provide a real risk of preventing the achievement sustainable development. I therefore spent some time viewing all the land concerned. It is attractive and understandably valued by the local community. It merits some protection, but not as strong protection as Green Belt or Local Green Space land. It would not be right to create what is in effect close to the equivalent of Green Belt or LGS land. That doesn’t mean that it should not have protection, but it does mean that its protection should not be as strong as that for a Green Belt or LGS. I specifically considered whether the information before me including Appendix G, representations and my own judgement meant this was an appropriate case for identifying land to be held in reserve for housing, including the whole or part of sites put forward in representations. However I concluded that this would not be appropriate. Further consultation and possibly surveys or further surveys in respect of protected species would be required. I therefore consider that the land concerned should have a degree of protection that prevented its development unless it was needed for sustainable development. If a need is shown to exist, the best (or as some might put it least bad) site should be selected.

35. My concern that the total effects of constraints should not be so strong as to prevent providing for the need for more housing should this arise applies to affordable housing as well as to open-market housing and I have particular concerns about the former. I note that the draft NDP records that:

*“house prices are high and young people and local families find it increasingly difficult to find housing in the village”*; <sup>14</sup>

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<sup>14</sup> Page 13, paragraph 1.3 – see also page 110.

*“38% of survey respondents from all age groups wanted new housing for young families to be part of the Neighbourhood Plan policies”;*<sup>15</sup>

*“housing is required that is attractive and affordable for younger people”;*<sup>16</sup>

*“the majority of housing [is] unaffordable for younger families and single occupants”;*<sup>17</sup>  
and

*“there are a number of young adults who were raised in the village and would like to return as homeowners, but are unable to do so because of the lack of affordable, available housing.”*<sup>18</sup>

36. Affordable housing is needed. The thresholds for affordable housing in both national and local policy mean that small infill windfall sites seldom provide this. (Such sites also seldom provide funding for community aspirations.)

## **9. The contents of the Draft WNP**

### Foreword

37. The final paragraph is out of date and will be more so by the time of the referendum.

#### Recommended modification 1

*Page 2*

Delete: *“which now moves to formal examination by Cherwell District Council and their appointed Examiner before being put to a village referendum”.*

### Abbreviations/Glossary

38. CLPP2 is only mentioned once more in the Draft WNP . It should be deleted from the glossary.

#### Recommended modification 2

*Page 5*

Delete *“CLPP2                      Cherwell Local Plan Part 2”.*

### Executive Summary

39. For the reasons given later in this report, the second indent to Theme 1 should be deleted. The first sentence in the box at the bottom of the page will need updating.

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<sup>15</sup> Page 44.

<sup>16</sup> Page 45.

<sup>17</sup> Page 50.

<sup>18</sup> Page 110 (Appendix D).

Recommended modification 3

Page 9

Delete “– in particular to conserve and re-establish a lowland meadow ecology and community benefits of the Schoolfield.”

In the box at the bottom of the page, delete the second sentence.

Chapter 1

40. The second grammatical paragraph on page 11 is out of date and will be more so by the time of the referendum.

Recommended modification 4

Page 11, paragraph 1.1

Delete the whole of the second grammatical paragraph.

41. Page 15 needs updating and correcting.

Recommended modification 5

Page 15

Replace the first two sentences of the second paragraph with “*This Neighbourhood Plan was prepared within the context of the adopted Cherwell Local Plan Part 1 2011-2031 (CLPP1), the saved policies of the adopted Cherwell Local Plan 1996 (CLP) and the former Cherwell Local Plan Part 2. Policy Villages 1 of the adopted local plan identifies Weston-on-the-Green as a Category A settlement. Weston-on-the-Green is the fourth smallest of the Category A settlements*”.

At the end of the third paragraph, replace “*Figure 1*” with “*Figure 5*”.

Chapter 2

Page 25

42. Figure 5 does not show ancient woodland. The text therefore needs to be corrected.

Recommended modification 6

Page 25

Delete “; see *Figure 5*”.

Page 26

43. As explained in paragraphs 34 and 57 of this report I do not consider that the Schoolfield in general can have as substantial protection as land in the Green Belt or land that

satisfies the criteria for an LGS. However land on the western side of the Schoolfield within flood zones 2 and 3 is part of the natural wildlife corridor along the millstream. There are strong grounds for protecting it and, even if it were the case that part of the Schoolfield were needed for housing, there would be no need to use this flood-risk part.

Recommended modification 7

Page 26

Replace the second complete sentence with:

*“The Schoolfield (see Appendix G, site h) and the subject of policy C1 (Area B) includes land in flood zones 2 and 3 that will help to establish an important link between the Weston Fen SSSI and the fields linking with rich habitats in the south (Westonwood and Otmoor CTA, Figure 6a and 6b below).”*

Delete the third complete sentence.

Pages 27 and 28

44. This gives the wrong name for the Act and does not accurately state its content.

Recommended modification 8

Pages 27 and 28

Replace *“Natural Environment and Conservation Act (2006) places a duty on all public bodies, including Parish Councils) to conserve biodiversity (section 40 of the Act), taking account of species that are important to conserve.”* with: *“Natural Environment and Rural Communities Act 2006 places a duty on all public bodies, including Parish Councils in exercising their functions, to have regard (so far as is consistent with the proper exercise of those functions) to the purpose of conserving biodiversity, including, in relation to a living organism or type of habitat, restoring or enhancing a population or habitat.”*

Page 37

45. There is insufficient evidence to justify identifying the whole of the Schoolfield as a potential priority and, given the insufficiency of proven developable land, this might impede sustainable development. However the land immediately to the east of the millstream is part of a natural wildlife corridor and the identification of land within flood zones 2 and 3 would not impede such development.

### Recommended modification 9

*Page 37*

Replace the first two lines of the third paragraph with:

*“In Weston-on-the-Green, there is a ‘potential priority habitat’, namely that part of the area known as ‘the Schoolfield’ that lies within flood zones 2 and 3. This forms a link between existing preserved areas of rich biodiversity in the”.*

*Page 39*

46. I have explained my concerns about the extent of constraints in Figure 15 in paragraph 34 above. It needs a key and modification to reflect the recommendations in this report. The four LGSs can remain shown in dark green and numbered I to IV. The important green spaces within the village (a to g) needs to be identified, but should be a different colour to the LGSs. Areas A to J and h should be in same colour as each other but in a different colour to the other categories just mentioned. The same applies to the plan in Appendix G

### Recommended modification 10

*Page 39, figure 15 and Appendix G page 146*

Add a key

Alter the figure so that (1) the green spaces within the village (a to g) are a different colour to the LGSs and (2) Areas A to J and h are in same colour as each other but in a different colour to the other categories on the figure.

### *Chapter 3*

*Page 45*

47. The approach on page 45 is broad brush. To some extent this is understandable given the absence as yet of figures under the NPPF (2019) paragraphs 66 and 67. As explained in paragraph 19 above this does not apply to this examination and (contrary to one representation) there is no reason why WPC at a relatively late stage in its NDP preparation should have contacted CDC about it. I have no hesitation in rejecting the argument in one representation that a village that provides 20 dwellings with planning permission as well as windfalls should be treated as making a nil contribution as unrealistic - the argument used to justify this would equally lead to the conclusion that a planning permission for 100 houses would result in the villages contribution being nil. Applying proportionality, I consider the

assessment of total need of a 15% growth in housing stock although broad brush, is reasonable. It is however clear that significantly more housing will be needed in addition to the 20 dwellings that have planning permission. The Green Belt exception site mentioned on page 38 is a mere possibility and allowance must be made for it not being developed. There is no objective basis for confidence that the total need can all be provided by Site A and windfalls and, given policy on the threshold for requiring affordable dwellings, good reason to doubt that small site windfalls could provide such dwellings. I have no doubt that a substantial level of affordable housing is needed. However the 60% is exceptionally high and is not justified by sufficient evidence. It should be removed. Since I am not in a position to recommend an alternative figure, the matter must be left to policy at a district level. I am also concerned that the definition in the draft WNP is too imprecise and could include some who are not in need and see no reason to depart from national and local strategic policy on this matter. As for the rest of page 45, it is not policy and can remain.

Recommended modification 11

*Page 45*

Replace the final sentence with *“Of these, at least 35% (or such higher figure as is fixed in local policy) shall be affordable housing as defined in local and national policy.”*

*Page 48*

48. I share CDC’s view that the source of the figures in Table B should be given and consider their omission to be within the relatively broad meaning of ‘error’ explained in Kebbell Developments Ltd.

Recommended modification 12

*Page 48, Table B*

Replace the text below the table with *“Table B: Population structure of Weston-on-the-Green compared with related regional figures (2011 UK Census data, Office of National Statistics [www.ons.gov.uk](http://www.ons.gov.uk)).”*

*Chapter 4*

49. The role of an examiner in respect of a chapter recording concerns and aspirations is limited. The aspirations are clearly identified as such and do not purport to be policies. I am however satisfied that two changes proposed in the schedule of changes are appropriate.



### Recommended modification 13

*Page 60*

Add at the end of the row beginning A23 “*subject to the outcome of the statutory consultation*”.

After the box, add, “*The Parish Council is aware that central funding is not available to address the aspirations above and are committed to a long-term plan to make improvements incrementally as funding allows.*”

### *Chapter 5*

*Page 64*

50. An NDP cannot require a landowner to manage land in a particular way. This is an appropriate place to show that possible exception site mentioned on pages 46 and 130. While no other potential exception site has been identified, this does not prevent further sites coming forward.

### Recommended modification 14

*Page 64*

Delete “*grassland habitat in this Plan*” and replace it with “*exception site*”.

Delete “*Area B: community/ Neighbourhood Green Space (to be managed as a lowland meadow)*” and the associated colouring and letter B.

Show the exception site mentioned on pages 46 and 130 and label it “*potential exception site*”.

*Page 66*

51. Policies E1 and E2 go considerably beyond national policy. Their effect would be to create significant obstacles to sustainable development. While as explained in paragraph 18 above, my role is to have regard to national policy, not to follow it come what may, I have concluded that their departure from national policy goes too far. The reasoning in paragraph 34 above applies to the final indent.

### Recommended modification 15

*Pages 65-66*

Replace E1 with:

*“E1: Development should provide a positive contribution to the locally distinctive character of Weston-on-the-Green and conserve important aspects of the setting of the village, in particular it should:*

- Recognise the importance of open space, rural character and important views;*
- Achieve a biodiversity net gain for the parish including appropriate maintenance and expansion of green spaces;*
- Implement a biodiversity measure for all development proposals; and*
- Resist development outside the village confines along the B430 unless both (1) a need for further sustainable development in or next to the village has been shown to exist and the extent of land used for the development does not exceed that needed to meet the need and (2) it is shown that there is no more sustainable place where such development is deliverable.”*

Replace “, in particular” in E2 with “ and where appropriate”.

*Page 67*

52. The final sentence of policy E6 is not policy, but explanation, and should be removed. The point this makes has already been made on page 38 and does not need to be repeated. The last four words of the policy’s first sentence partly overlap policy E7, but unlike E7 omit national policy’s reference to very special circumstances. These four words should also be deleted. A reference to Figure 15 would assist clarity.

### Recommended modification 16

*Page 67, policy E6*

Replace policy E6 with “E6: Four sites, the boundaries of which are shown in Figure 15, are designated as Local Green Spaces. They are:

*I: Weston Manor grounds fronting the B430;*

*II: the Stocks situated on a small green at the junction of Church Road and the B430;*

*III: St. Mary’s Churchyard;*

*IV: the playing field.”*

53. The second and third sentences of policy E7 are not policy and should be deleted.

Recommended modification 17

*Page 67, policy E7*

Delete the second and third sentences.

*Page 70*

54. As CDC point out a further planning application is possible. It follows that policy H3 could apply to Site A.

Recommended modification 18

*Page 70, policy H1*

Delete “(as planning approval has been granted, policy H3 does not apply).”

55. CLPP1 policy BSC 3 provides a qualifying threshold for affordable homes of 11 dwellings (or which would be provided on sites suitable for 11 dwellings). Policy H2 as worded would therefore inhibit the provision of needed affordable homes. This has not been sufficiently justified. The same applies to the word “*minor*”, which may imply fewer than 10 homes. Notwithstanding Local Plan policy Villages 1, I consider it particularly important to limit the extent of constraints on the provision of clearly needed affordable housing.

Recommended modification 19

*Page 70, policy H2*

Replace “*minor*” with “*other*”

Delete “*typically but not exclusively less than 10 dwellings,*”.

*Page 71*

56. The community’s desire for affordable housing is appropriate. It is not enough to place something that ought to be a policy elsewhere in a neighbourhood plan<sup>19</sup> and the omission of a policy dealing with the percentage of affordable housing is an error that should be rectified. It is not enough to state this in the text of the draft NDP.

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<sup>19</sup> A point illustrated in Bassetlaw v. Secretary of State [2019] EWHC 556 (Admin), Andrews J., 23rd January 2019.

Recommended modification 20

Page 71

Insert the following new policy

*“H9: Developments of 10 or more dwellings (gross), or which would be provided on sites suitable for 10 or more dwellings (gross), will provide at least 35% of new housing as affordable homes on site. In the event of a lower threshold for affordable housing or a higher percentage for provision becoming local policy, these will apply. Where this would result in a requirement that part of an affordable home should be provided, a financial contribution of equivalent value will be required for that part only. Otherwise, financial contributions in lieu of on-site provision will not be accepted.”*

Page 73

57. A planning policy cannot require a landowner to manage land in a particular way, nor can it extend existing public rights of access limited to footpaths to other areas of land over which the public have no right of access. Nothing in the papers that I seen shows that acquisition (compulsory or otherwise) is a realistic prospect. Rather it is aspirational. An NDP may however record community aspirations and contain planning policies that advance these. I also agree with CDC that the second paragraph of policy C1 is supporting text, not policy. Having borne in mind representations and my site visit, I consider that the Schoolfield merits a degree of protection, but that this should not be the strong degree of protection afforded to Green Belt and LGS land. Development should only take place if fully justified by proven need. If there development of the site, it could in any event only take place after the possible presence of protected species mentioned in the 4 Acre Ecology report has been fully investigated at appropriate times of the year. Any such development should avoid flood zones 2 and 3, minimise adverse effect on the Oxfordshire Way and make a full contribution to affordable housing.

58. The proposed modification is not intended to indicate that the Schoolfield site is suitable for development. I have no reason to disagree with CDC’s Strategic Housing Land Availability Assessment Report 2013’s and the Conservation Area Appraisal’s conclusions in respect of it. Rather it is intended to provide for circumstances where need is shown to exist and there is no better deliverable site.

## Recommended modification 21

Page 73

Insert before the heading Community Policies

*“Area B (The Schoolfield as shown in Appendix F) lies within the Weston-on-the-Green Conservation Area Boundary (see Figure 9) and has three public rights of way traversing or bounding the site (public footpaths 404/23; 404/27; 404/28). These are used by local villagers for general movement around the village and by walkers as part of the Oxfordshire Way route from Henley-on-Thames to Bourton-on-the-Water and in the general enjoyment of the environment. The site is important to the village, being adjacent to the Mill stream and still showing evidence of an ancient ridge and furrow pattern. As such it is a special space in the village and it places Weston-on-the-Green in the broader context of historic connections in the Oxfordshire landscape. The community wishes to see Area B preserved and managed as a potential grassland habitat with access for passive recreational open space commensurate with the maintenance of a lowland meadow. It also wishes to see this site carefully managed to enhance natural grassland and wildlife biodiversity.”*

Replace the whole of the bold text shown as policy C1

*“Development that prevents Area B’s preservation as an open space or that destroys ridge and furrow of value on it will only be permitted if each of the following apply:*

*(1) a need for further sustainable development in or next to the village has been shown to exist and the extent of land used for the development does not exceed that needed to meet the need;*

*(2) it is shown that there is no more sustainable place where such development is deliverable;*

*(3) no development takes place in flood zones 2 and 3;*

*(4) no development harms the potential priority habitat area in flood zones 2 and 3, the millstream and Gallos Brook;*

*(5) the site has been fully surveyed at appropriate times of the year for the presence of protected species;*

*(6) there is full compliance with policy H9; and*

*(7) the impact on the Oxfordshire Way is kept to a minimum.”*

Page 74

59. Policy C5 is worded too broadly. There may be development that does not affect the specified matters.

Recommended modification 22

*Page 74, policy C5*

Replace the first three lines with “*Developments should not harm a heritage asset, character of the village centre, or important space, key street scenes and views such that:*”

Replace “*Development shall show that the design will conserve*” with “*Unless required for sustainable development (and then only to the extent necessary) development will not harm*”.

60. Natural England is not a part of OCC and should not be shown as such.

Recommended modification 23

*Page 77, paragraph 5.3*

Replace “*, Natural England),*” with “*),Natural England*”.

*Pages 79 - 86 Table C*

61. This should reflect the modifications recommended above and show OCC’s responsibilities

Recommended modification 24

*Pages 79 - 86 Table C*

In column 1 under E1, replace the wording with, “*Development should provide a positive contribution to the locally distinctive character of Weston-on-the-Green and conserve important aspects of the setting of the village*”.

In column 1 under E7, delete all but the first sentence.

In column 1 under H2, replace the existing wording with: “*In addition to the major development set out in Policy H1, sustainable residential development within the village confines will be permitted for conversion, infilling and other development, provided that they protect the character of the village and are in accord with the other policies in the Neighbourhood Plan and Local Planning Policies.*”

*Page 81, row relating to E5, 3<sup>rd</sup> column*

Add “*Oxfordshire County Council*”.

*Page 83-84*

Insert a new row dealing with recommended policy H9. In column 1 insert, “*H9: Developments of 10 or more dwellings (gross), or which would be provided on sites suitable for 10 or more dwellings (gross), will provide at least 35% of new housing as affordable homes on site.*” In column 2 insert “*Refuse planning applications that do not provide the*

*required level of affordable housing*". In column 3 insert, "*Weston-on-the-Green PC Cherwell District Council*".

*Page 84*

Replace the wording under C1 with:

*"Development that significantly prevents Area B's preservation as an open space or that destroys ridge and furrow of value on it will only be permitted if each of 7 criteria apply."*

*Pages 84-85*

Replace all the wording under C5 with, "*Developments should not harm a heritage asset, character of the village centre, or important space, key street scenes and views*"

*Page 86, 1, row relating to T2 and T3, 3<sup>rd</sup> column*

In each case add "*Oxfordshire County Council*".

*Appendix F*

*Page 129*

62. In order to ensure that the constraints in the plan do not prevent further sustainable development should this be needed the heading "Reason for rejection under this Plan" should be modified to "Reason for non-allocation under this Plan".

Recommended modification 25

*Appendix F, page 129, column 3*

Replace "*Reason for rejection under this Plan*" with "*Reason for non-allocation under this Plan*".

*Pages 140-141*

63. This should reflect the modification to policy C1 above.

Recommended modification 26

*Appendix F, page 140, box*

Delete the box and the text in it and replace it with "*Policy C1 is set out on page*" [AS MAY BE] "*above*".

*Pages 143-144*

64. Similarly pages 143 and 144, which may record the community's aspirations, should reflect the modification to policy C1.

Recommended modification 27

*Appendix F, page 143*

Replace "*The intention of this policy (C1)*" with "*The hope of the community*".

Replace "*The plan will retain*" with "*Unless needed for sustainable development the plan will retain*".

Replace "*The proposal includes an option to set*" with "*The community's aspirations might be met by setting up*"

*Page 144*

Replace "*Policy C1 embodies the importance of securing this site for the wellbeing of current and future village residents and is strongly supported by the Parish Council*" with "*Policy C1 recognises the importance of this site and provides some protection for it*".

## **10. Updating**

65. It may be that certain passages need updating. Nothing in this report should deter appropriate updating prior to the referendum in respect of incontrovertible issues of primary fact.

## **11. The Referendum Area**

66. I have considered whether the referendum area should be extended beyond the designated plan area. In particular I have considered the farms a little to the west of the village, but outside the village boundary. However I can see no sufficient reason to extend the area and therefore recommend that the referendum area be limited to the parish.

## **12. Summary of Main Findings**

67. I commend the Draft WNP for being clear, intelligible and well written and for its logical structure.

68. I recommend that the Draft WNP be modified in the terms specified in Appendix A to this report in order to meet basic conditions and to correct errors. I am satisfied with all parts of the Draft WNP to which I am not recommending modifications.

69. With those modifications the Draft WNP will meet all the basic conditions and human rights obligations. Specifically



- Having regard to national policies and advice contained in guidance issued by the Secretary of State, it is appropriate to make the NDP;
- The making of the NDP contributes to the achievement of sustainable development;
- The making of the NDP is in general conformity with the strategic policies contained in the development plan for the parish of Weston-on-the-Green (or any part of that area);
- The making of the NDP does not breach, and is not otherwise incompatible with, EU obligations;
- The making of the NDP does not breach the requirements of Chapter 8 of Part 6 of the Conservation of Habitats and Species Regulations 2017; and
- The modified Draft WNP is in all respects fully compatible with Convention rights contained in the Human Rights Act 1998.

70. I recommend that the modified NDP proceed to a referendum, the referendum area being the area of the Draft WNP.

Timothy Jones, Barrister, FCI Arb,

Independent Examiner,

No 5 Chambers

11<sup>th</sup> September 2019.

## **Appendix A: Recommended Modifications**

### **Recommended modification 1**

Page 2

Delete: *“which now moves to formal examination by Cherwell District Council and their appointed Examiner before being put to a village referendum”*.

### **Recommended modification 2**

Page 5

Delete *“CLPP2                      Cherwell Local Plan Part 2”*.

### **Recommended modification 3**

Page 9

Delete *“– in particular to conserve and re-establish a lowland meadow ecology and community benefits of the Schoolfield.”*

In the box at the bottom of the page, delete the second sentence.

### **Recommended modification 4**

Page 11, paragraph 1.1

Delete the whole of the second grammatical paragraph.

### **Recommended modification 5**

Page 15

Replace the first two sentences of the second paragraph with *“This Neighbourhood Plan was prepared within the context of the adopted Cherwell Local Plan Part 1 2011-2031 (CLPP1), the saved policies of the adopted Cherwell Local Plan 1996 (CLP) and the former Cherwell Local Plan Part 2. Policy Villages 1 of the adopted local plan identifies Weston-on-the-Green as a Category A settlement. Weston-on-the-Green is the fourth smallest of the Category A settlements”*.

At the end of the third paragraph, replace *“Figure 1”* with *“Figure 5”*.

### **Recommended modification 6**

Page 25

Delete “; see Figure 5”.

#### Recommended modification 7

Page 26

Replace the second complete sentence with:

*“The Schoolfield (see Appendix G, site h) and the subject of policy CI (Area B) includes land in flood zones 2 and 3 that will help to establish an important link between the Weston Fen SSSI and the fields linking with rich habitats in the south (Westonwood and Otmoor CTA, Figure 6a and 6b below).”*

Delete the third complete sentence.

#### Recommended modification 8

Pages 27 and 28

Replace “*Natural Environment and Conservation Act (2006) places a duty on all public bodies, including Parish Councils) to conserve biodiversity (section 40 of the Act), taking account of species that are important to conserve.*” with: “*Natural Environment and Rural Communities Act 2006 places a duty on all public bodies, including Parish Councils in exercising their functions, to have regard (so far as is consistent with the proper exercise of those functions) to the purpose of conserving biodiversity, including, in relation to a living organism or type of habitat, restoring or enhancing a population or habitat.*”

#### Recommended modification 9

Page 37

Replace the first two lines of the third paragraph with:

*“In Weston-on-the-Green, there is a ‘potential priority habitat’, namely that part of the area known as ‘the Schoolfield’ that lies within flood zones 2 and 3. This forms a link between existing preserved areas of rich biodiversity in the”.*

#### Recommended modification 10

Page 39, figure 15 and Appendix G page 146

Add a key

Alter the figure so that (1) the green spaces within the village (a to g) are a different colour to the LGSs and (2) Areas A to J and h are in same colour as each other but in a different colour to the other categories on the figure.

### Recommended modification 11

Page 45

Replace the final sentence with *“Of these, at least 35% (or such higher figure as is fixed in local policy) shall be affordable housing as defined in local and national policy.”*

### Recommended modification 12

Page 48, Table B

Replace the text below the table with *“Table B: Population structure of Weston-on-the-Green compared with related regional figures (2011 UK Census data, Office of National Statistics [www.ons.gov.uk](http://www.ons.gov.uk)).”*

### Recommended modification 13

Page 60

Add at the end of the row beginning A23 *“subject to the outcome of the statutory consultation”*.

After the box, add, *“The Parish Council is aware that central funding is not available to address the aspirations above and are committed to a long-term plan to make improvements incrementally as funding allows.”*

### Recommended modification 14

Page 64

Delete *“grassland habitat in this Plan”* and replace it with *“exception site”*.

Delete *“Area B: community/ Neighbourhood Green Space (to be managed as a lowland meadow)”* and the associated colouring and letter B.

Show the exception site mentioned on pages 46 and 130 and label it *“potential exception site”*.

### Recommended modification 15

Pages 65-66

Replace E1 with:

*“E1: Development should provide a positive contribution to the locally distinctive character of Weston-on-the-Green and conserve important aspects of the setting of the village, in particular it should:*

- *Recognise the importance of open space, rural character and important views;*
- *Achieve a biodiversity net gain for the parish including appropriate maintenance and expansion of green spaces;*
- *Implement a biodiversity measure for all development proposals; and*
- *Resist development outside the village confines along the B430 unless both (1) a need for further sustainable development in or next to the village has been shown to exist and the extent of land used for the development does not exceed that needed to meet the need and (2) it is shown that there is no more sustainable place where such development is deliverable.”*

Replace “, in particular” in E2 with “ and where appropriate”.

#### Recommended modification 16

Page 67, policy E6

Replace policy E6 with “E6: Four sites, the boundaries of which are shown in Figure 15, are designated as Local Green Spaces. They are:

*I: Weston Manor grounds fronting the B430;*

*II: the Stocks situated on a small green at the junction of Church Road and the B430;*

*III: St. Mary’s Churchyard;*

*IV: the playing field.”*

#### Recommended modification 17

Page 67, policy E7

Delete the second and third sentences.

#### Recommended modification 18

Page 70, policy H1

Delete “(as planning approval has been granted, policy H3 does not apply).”

#### Recommended modification 19

Page 70, policy H2

Replace “minor” with “other”

Delete “typically but not exclusively less than 10 dwellings,”.

#### Recommended modification 20

Insert the following new policy

*“H9: Developments of 10 or more dwellings (gross), or which would be provided on sites suitable for 10 or more dwellings (gross), will provide at least 35% of new housing as affordable homes on site. In the event of a lower threshold for affordable housing or a higher percentage for provision becoming local policy, these will apply. Where this would result in a requirement that part of an affordable home should be provided, a financial contribution of equivalent value will be required for that part only. Otherwise, financial contributions in lieu of on-site provision will not be accepted.”*

### Recommended modification 21

Insert before the heading Community Policies

*“Area B (The Schoolfield as shown in Appendix F) lies within the Weston-on-the-Green Conservation Area Boundary (see Figure 9) and has three public rights of way traversing or bounding the site (public footpaths 404/23; 404/27; 404/28). These are used by local villagers for general movement around the village and by walkers as part of the Oxfordshire Way route from Henley-on-Thames to Bourton-on-the-Water and in the general enjoyment of the environment. The site is important to the village, being adjacent to the Mill stream and still showing evidence of an ancient ridge and furrow pattern. As such it is a special space in the village and it places Weston-on-the-Green in the broader context of historic connections in the Oxfordshire landscape. The community wishes to see Area B preserved and managed as a potential grassland habitat with access for passive recreational open space commensurate with the maintenance of a lowland meadow. It also wishes to see this site carefully managed to enhance natural grassland and wildlife biodiversity.”*

Replace the whole of the bold text shown as policy C1

*“Development that prevents Area B’s preservation as an open space or that destroys ridge and furrow of value on it on it will only be permitted if each of the following apply:*

- (1) a need for further sustainable development in or next to the village has been shown to exist and the extent of land used for the development does not exceed that needed to meet the need;*
- (2) it is shown that there is no more sustainable place where such development is deliverable;*
- (3) no development takes place in flood zones 2 and 3;*
- (4) no development harms the potential priority habitat area in flood zones 2 and 3, the millstream and Gallos Brook;*

*(5) the site has been fully surveyed at appropriate times of the year for the presence of protected species;*

*(6) there is full compliance with policy H9; and*

*(7) the impact on the Oxfordshire Way is kept to a minimum.”*

#### Recommended modification 22

Page 74, policy C5

Replace the first three lines with *“Developments should not harm a heritage asset, character of the village centre, or important space, key street scenes and views such that:”*

Replace *“Development shall show that the design will conserve”* with *“Unless required for sustainable development (and then only to the extent necessary) development will not harm”*.

#### Recommended modification 23

Page 77, paragraph 5.3

Replace *“, Natural England),”* with *“,Natural England”*.

#### Recommended modification 24

Pages 79 - 86 Table C

In column 1 under E1, replace the wording with, *“Development should provide a positive contribution to the locally distinctive character of Weston-on-the-Green and conserve important aspects of the setting of the village”*.

In column 1 under E7, delete all but the first sentence.

In column 1 under H2, replace the existing wording with: *“In addition to the major development set out in Policy H1, sustainable residential development within the village confines will be permitted for conversion, infilling and other development, provided that they protect the character of the village and are in accord with the other policies in the Neighbourhood Plan and Local Planning Policies.”*

Page 81, row relating to E5, 3rd column

Add *“Oxfordshire County Council ”*.

Page 83-84

Insert a new row dealing with recommended policy H9. In column 1 insert, *“H9: Developments of 10 or more dwellings (gross), or which would be provided on sites suitable for 10 or more dwellings (gross), will provide at least 35% of new housing as affordable*

*homes on site.*” In column 2 insert “*Refuse planning applications that do not provide the required level of affordable housing*”. In column 3 insert, “*Weston-on-the-Green PC Cherwell District Council*”.

Page 84

Replace the wording under C1 with:

*“Development that significantly prevents Area B’s preservation as an open space or that destroys ridge and furrow of value on it will only be permitted if each of 7 criteria apply.”*

Pages 84-85

Replace all the wording under C5 with, “*Developments should not harm a heritage asset, character of the village centre, or important space, key street scenes and views*”

Page 86, 1, row relating to T2 and T3, 3rd column

In each case add “*Oxfordshire County Council*”.

#### Recommended modification 25

Appendix F, page 129, column 3

Replace “*Reason for rejection under this Plan*” with “*Reason for non-allocation under this Plan*”.

#### Recommended modification 26

Appendix F, page 140, box

Delete the box and the text in it and replace it with “*Policy C1 is set out on page*” [AS MAY BE] “*above*”.

#### Recommended modification 27

Appendix F, page 143

Replace “*The intention of this policy (C1)*” with “*The hope of the community*”.

Replace “*The plan will retain*” with “*Unless needed for sustainable development the plan will retain*”.

Replace “*The proposal includes an option to set*” with “*The community’s aspirations might be met by setting up*”.

Page 144

Replace “*Policy C1 embodies the importance of securing this site for the wellbeing of current and future village residents and is strongly supported by the Parish Council*” with “*Policy C1 recognises the importance of this site and provides some protection for it*”.



## **Appendix B: Abbreviations**

The following abbreviations are used in this report:

CDC	Cherwell District Council
CLP	Cherwell Local Plan 1996
CLPP1	Cherwell Local Plan Part 1 2011-2031
Convention	European Convention on Human Rights
Draft WNP	The Submission version of the Weston-on-the-Green Neighbourhood Plan 2018 - 2031
EU	European Union
General Regulations	Neighbourhood Planning (General) Regulations 2012 (as amended)
LGS	Local Green Space
NDP	Neighbourhood Development Plan
NPPF	National Planning Policy Framework
OCC	Oxfordshire County Council
p	page
para	paragraph
PCPA	Planning and Compulsory Purchase Act 2004 (as amended)
PPG	national Planning Practice Guidance
s	section
Sch	Schedule
TCPA	Town and Country Planning Act 1990 (as amended)
WPC	Weston-on-the-Green Parish Council

Where I use the verb '*include*', I am not using it to mean '*comprise*'. The words that follow are not necessarily exclusive.

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Schedule of the Examiner's recommendations and officers' consideration of each recommendation and proposed changes		
Recommendation Number	Recommended Modification to the Submission Neighbourhood Plan	Officer Response and proposed changes to the draft Submission Plan
Modification 1	<p>Page 2</p> <p>Delete: <i>"which now moves to formal examination by Cherwell District Council and their appointed Examiner before being put to a village referendum"</i>.</p>	<p>Accept recommendation –</p> <p>In Page 2</p> <p>Delete: <i>"which now moves to formal examination by Cherwell District Council and their appointed Examiner before being put to a village referendum"</i>.</p>
Modification 2	<p>Page 5</p> <p>Delete <i>"CLPP2 Cherwell Local Plan Part 2"</i>.</p>	<p>Accept recommendation –</p> <p>In page 5</p> <p>Delete <i>"CLPP2 Cherwell Local Plan Part 2"</i>.</p>
Modification 3	<p>Page 9</p> <p>Delete <i>"– in particular to conserve and re-establish a lowland meadow ecology and community benefits of the Schoolfield."</i></p> <p>In the box at the bottom of the page, delete the second sentence.</p>	<p>Accept recommendation –</p> <p>In page 9</p> <p>Delete <i>"– in particular to conserve and re-establish a lowland meadow ecology and community benefits of the Schoolfield."</i></p> <p>In the box at the bottom of the page, delete the second sentence.</p>
Modification 4	<p>Page 11, paragraph 1.1</p> <p>Delete the whole of the second grammatical paragraph.</p>	<p>Accept recommendation –</p> <p>In Page 11, paragraph 1.1</p> <p>Delete the whole of the second grammatical paragraph</p>
Modification 5	<p>Page 15</p> <p>Replace the first two sentences of the second paragraph with <i>"This Neighbourhood Plan was prepared within the context of the adopted Cherwell Local Plan Part 1 2011-2031 (CLPP1), the saved policies of the adopted Cherwell Local Plan 1996 (CLP) and the former Cherwell Local Plan Part 2. Policy Villages 1 of the adopted local plan identifies Weston-</i></p>	<p>Accept recommendation –</p> <p>In Page 15</p> <p>Replace the first two sentences of the second paragraph with <i>"This Neighbourhood Plan was prepared within the context of the adopted Cherwell Local Plan Part 1 2011-2031 (CLPP1), the saved policies of the adopted Cherwell Local Plan 1996 (CLP) and the</i></p>

	<p><i>on-the- Green as a Category A settlement. Weston-on-the-Green is the fourth smallest of the Category A settlements”.</i></p> <p>At the end of the third paragraph, replace “Figure 1” with “Figure 5.</p>	<p><i>former Cherwell Local Plan Part 2. Policy Villages 1 of the adopted local plan identifies Weston-on-the- Green as a Category A settlement. Weston-on-the-Green is the fourth smallest of the Category A settlements”.</i></p> <p>At the end of the third paragraph, replace “Figure 1” with “Figure 5.</p>
Modification 6	<p>Page 25</p> <p>Delete “; see Figure 5”.</p>	<p>Accept recommendation –</p> <p>In Page 25</p> <p>Delete “; see Figure 5”.</p>
Modification 7	<p>Page 26</p> <p>Replace the second complete sentence with:  <i>“The Schoolfield (see Appendix G, site h) and the subject of policy C1 (Area B) includes land in flood zones 2 and 3 that will help to establish an important link between the Weston Fen SSSI and the fields linking with rich habitats in the south (Westonwood and Otmoor CTA, Figure 6a and 6b below).”</i></p> <p>Delete the third complete sentence.</p>	<p>Accept recommendation –</p> <p>In Page 26</p> <p>Replace the second complete sentence with:  <i>“The Schoolfield (see Appendix G, site h) and the subject of policy C1 (Area B) includes land in flood zones 2 and 3 that will help to establish an important link between the Weston Fen SSSI and the fields linking with rich habitats in the south (Westonwood and Otmoor CTA, Figure 6a and 6b below).”</i></p> <p>Delete the third complete sentence.</p>
Modification 8	<p>Pages 27 and 28</p> <p>Replace “<i>Natural Environment and Conservation Act (2006) places a duty on all public bodies, including Parish Councils) to conserve biodiversity (section 40 of the Act), taking account of species that are important to conserve.”</i> with: “<i>Natural Environment and Rural Communities Act 2006 places a duty on all public bodies, including Parish Councils in exercising their functions, to have regard (so far as is consistent with the proper exercise of those functions) to the purpose of conserving biodiversity, including, in relation to a living organism or type of</i></p>	<p>Accept recommendation –</p> <p>In Pages 27 and 28</p> <p>Replace “<i>Natural Environment and Conservation Act (2006) places a duty on all public bodies, including Parish Councils) to conserve biodiversity (section 40 of the Act), taking account of species that are important to conserve.”</i> with: “<i>Natural Environment and Rural Communities Act 2006 places a duty on all public bodies, including Parish Councils in exercising their functions, to have regard (so far as is consistent with the proper</i></p>

	<p><i>habitat, restoring or enhancing a population or habitat.”</i></p>	<p><i>exercise of those functions) to the purpose of conserving biodiversity, including, in relation to a living organism or type of habitat, restoring or enhancing a population or habitat.”</i></p>
Modification 9	<p><i>Page 37</i></p> <p>Replace the first two lines of the third paragraph with:  <i>“In Weston-on-the-Green, there is a ‘potential priority habitat’, namely that part of the area known as ‘the Schoolfield’ that lies within flood zones 2 and 3. This forms a link between existing preserved areas of rich biodiversity in the”.</i></p>	<p>Accept recommendation -</p> <p><i>In Page 37</i></p> <p>Replace the first two lines of the third paragraph with:  <i>“In Weston-on-the-Green, there is a ‘potential priority habitat’, namely that part of the area known as ‘the Schoolfield’ that lies within flood zones 2 and 3. This forms a link between existing preserved areas of rich biodiversity in the”.</i></p>
Modification 10	<p><i>Page 39, figure 15 and Appendix G page 146</i></p> <p>Add a key</p> <p>Alter the figure so that (1) the green spaces within the village (a to g) are a different colour to the LGSs and (2) Areas A to J and h are in same colour as each other but in a different colour to the other categories on the figure.</p>	<p>Accept recommendation –</p> <p><i>In Page 39, figure 15 and Appendix G page 146</i></p> <p>Add a key</p> <p>Alter the figure so that (1) the green spaces within the village (a to g) are a different colour to the LGSs and (2) Areas A to J and h are in same colour as each other but in a different colour to the other categories on the figure.</p>
Modification 11	<p><i>Page 45</i></p> <p>Replace the final sentence with <i>“Of these, at least 35% (or such higher figure as is fixed in local policy) shall be affordable housing as defined in local and national policy.”</i></p>	<p>Accept recommendation –</p> <p><i>In Page 45</i></p> <p>Replace the final sentence with <i>“Of these, at least 35% (or such higher figure as is fixed in local policy) shall be affordable housing as defined in local and national policy.”</i></p>
Modification 12	<p><i>Page 48, Table B</i></p> <p>Replace the text below the table with <i>“Table B: Population structure of Weston-on-the-Green compared with related regional figures (2011 UK</i></p>	<p>Accept recommendation –</p> <p><i>In Page 48, Table B</i></p> <p>Replace the text below the table with <i>“Table B: Population structure of Weston-on-the-Green compared</i></p>

	<i>Census data, Office of National Statistics www.ons.gov.uk).</i> "	<i>with related regional figures (2011 UK Census data, Office of National Statistics www.ons.gov.uk).</i> "
Modification 13	<p><i>Page 60</i></p> <p>Add at the end of the row beginning A23 <i>"subject to the outcome of the statutory consultation"</i>.</p> <p>After the box, add, <i>"The Parish Council is aware that central funding is not available to address the aspirations above and are committed to a long-term plan to make improvements incrementally as funding allows."</i></p>	<p>Accept recommendation –</p> <p>In <i>Page 60</i></p> <p>Add at the end of the row beginning A23 <i>"subject to the outcome of the statutory consultation"</i>.</p> <p>After the box, add, <i>"The Parish Council is aware that central funding is not available to address the aspirations above and are committed to a long-term plan to make improvements incrementally as funding allows."</i></p>
Modification 14	<p><i>Page 64</i></p> <p>Delete <i>"grassland habitat in this Plan"</i> and replace it with <i>"exception site"</i>.</p> <p>Delete <i>"Area B: community/ Neighbourhood Green Space (to be managed as a lowland meadow)"</i> and the associated colouring and letter B.</p> <p>Show the exception site mentioned on pages 46 and 130 and label it <i>"potential exception site"</i>.</p>	<p>Accept recommendation –</p> <p>In <i>Page 64</i></p> <p>Delete <i>"grassland habitat in this Plan"</i> and replace it with <i>"exception site"</i>.</p> <p>Delete <i>"Area B: community/ Neighbourhood Green Space (to be managed as a lowland meadow)"</i> and the associated colouring and letter B.</p> <p>Show the exception site mentioned on pages 46 and 130 and label it <i>"potential exception site"</i>.</p>
Modification 15	<p><i>Pages 65-66</i></p> <p>Replace E1 with:  <i>"E1: Development should provide a positive contribution to the locally distinctive character of Weston-on-the-Green and conserve important aspects of the setting of the village, in particular it should:</i></p> <ul style="list-style-type: none"> <li>• <i>Recognise the importance of open space, rural character and important views;</i></li> </ul>	<p><b>DO NOT</b> accept recommendation for the following reasons:</p> <ol style="list-style-type: none"> <li>1) the reference to the extent of land used for development not exceeding that needed to meet the need is not clear and measurable and could lead to inefficient use of land and harm to the natural environment contrary to strategic Local</li> </ol>

	<ul style="list-style-type: none"> <li>• <i>Achieve a biodiversity net gain for the parish including appropriate maintenance and expansion of green spaces;</i></li> <li>• <i>Implement a biodiversity measure for all development proposals; and</i></li> <li>• <i>Resist development outside the village confines along the B430 unless both (1) a need for further sustainable development in or next to the village has been shown to exist and the extent of land used for the development does not exceed that needed to meet the need and (2) it is shown that there is no more sustainable place where such development is deliverable.”</i></li> </ul> <p>Replace “, in particular” in E2 with “and where appropriate”.</p>	<p>Plan Policies ESD10, ESD13 and ESD 15.</p> <p>2) The introduction of a test that there should be ‘no more sustainable place’ is contradictory to the strategic policies of the Local Plan which direct rural development to (in relative terms) the most sustainable villages including Weston on the Green (subject to Green Belt restrictions)</p> <p><b>Conclusion</b> The Basic Conditions are not met by this proposed modification as it would not be in general conformity with the strategic policies contained in the development plan for the area of the authority (or any part of that area).</p> <p><b>Officer Proposed Alternative wording</b></p> <p>Page 65</p> <p>Replace Policy E1 with:</p> <p><b><u>E1: Development should provide a positive contribution to the locally distinctive character of Weston-on-the-Green and conserve important aspects of the setting of the village, in particular it should:</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>Recognise the importance of open space, rural character and important views; and</u></b></li> <li>• <b><u>Achieve a biodiversity net gain for the parish including appropriate maintenance and expansion of green spaces; and</u></b></li> </ul>
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		<ul style="list-style-type: none"> <li>• <b><u>Implement a biodiversity measure for all development proposals; and</u></b></li> <li>• <b><u>Avoid development outside the village confines along the B430 unless it is in accordance with policies in this Plan and the adopted Cherwell Local Plan.</u></b></li> </ul>
Modification 16	<p>Page 67, policy E6</p> <p>Replace policy E6 with “E6: Four sites, the boundaries of which are shown in Figure 15, are designated as Local Green Spaces. They are: I: Weston Manor grounds fronting the B430; II: the Stocks situated on a small green at the junction of Church Road and the B430; III: St. Mary’s Churchyard; IV: the playing field.”</p>	<p>Accept recommendation –</p> <p>In Page 67, policy E6</p> <p>Replace policy E6 with “E6: Four sites, the boundaries of which are shown in Figure 15, are designated as Local Green Spaces. They are: I: Weston Manor grounds fronting the B430; II: the Stocks situated on a small green at the junction of Church Road and the B430; III: St. Mary’s Churchyard; IV: the playing field.”</p>
Modification 17	<p>Page 67, policy E7</p> <p>Delete the second and third sentences.</p>	<p>Accept recommendation –</p> <p>In Page 67, policy E7</p> <p>Delete the second and third sentences.</p>
Modification 18	<p>Page 70, policy H1</p> <p>Delete “(as planning approval has been granted, policy H3 does not apply).”</p>	<p>Accept recommendation –</p> <p>In Page 70, policy H1</p> <p>Delete “(as planning approval has been granted, policy H3 does not apply).”</p>
Modification 19	<p>Page 70, policy H2</p> <p>Replace “minor” with “other”</p>	<p>Accept recommendation –</p> <p>Page 70, policy H2</p> <p>Replace “minor” with “other”</p>



	Delete <i>“typically but not exclusively less than 10 dwellings,”</i> .	Delete <i>“typically but not exclusively less than 10 dwellings,”</i> .
Modification 20	<p>Page 71</p> <p>Insert the following new policy  <i>“H9: Developments of 10 or more dwellings (gross), or which would be provided on sites suitable for 10 or more dwellings (gross), will provide at least 35% of new housing as affordable homes on site. In the event of a lower threshold for affordable housing or a higher percentage for provision becoming local policy, these will apply. Where this would result in a requirement that part of an affordable home should be provided, a financial contribution of equivalent value will be required for that part only. Otherwise, financial contributions in lieu of on-site provision will not be accepted.”</i></p>	<p>Accept modification –</p> <p>In Page 71</p> <p>Insert the following new policy  <i>“H9: Developments of 10 or more dwellings (gross), or which would be provided on sites suitable for 10 or more dwellings (gross), will provide at least 35% of new housing as affordable homes on site. In the event of a lower threshold for affordable housing or a higher percentage for provision becoming local policy, these will apply. Where this would result in a requirement that part of an affordable home should be provided, a financial contribution of equivalent value will be required for that part only. Otherwise, financial contributions in lieu of on-site provision will not be accepted.”</i></p>
Modification 21	<p>Page 73</p> <p>Insert before the heading Community Policies  <i>“Area B (The Schoolfield as shown in Appendix F) lies within the Weston-on-the-Green Conservation Area Boundary (see Figure 9) and has three public rights of way traversing or bounding the site (public footpaths 404/23; 404/27; 404/28). These are used by local villagers for general movement around the village and by walkers as part of the Oxfordshire Way route from Henley-on-Thames to Bourton-on-the-Water and in the general enjoyment of the environment. The site is important to the village, being adjacent to the Mill stream and still showing evidence of an ancient ridge and furrow pattern. As such it is a</i></p>	<p>Accept that part of the recommendation that relates to the lower text</p> <p>In Page 73</p> <p>Insert before the heading Community Policies  <i>“Area B (The Schoolfield as shown in Appendix F) lies within the Weston-on-the-Green Conservation Area Boundary (see Figure 9) and has three public rights of way traversing or bounding the site (public footpaths 404/23; 404/27; 404/28). These are used by local villagers for general movement around the village and by walkers as part of the Oxfordshire</i></p>

	<p><i>special space in the village, and it places Weston-on-the-Green in the broader context of historic connections in the Oxfordshire landscape. The community wishes to see Area B preserved and managed as a potential grassland habitat with access for passive recreational open space commensurate with the maintenance of a lowland meadow. It also wishes to see this site carefully managed to enhance natural grassland and wildlife biodiversity.”</i></p> <p>Replace the whole of the bold text shown as policy C1</p> <p><i>“Development that prevents Area B’s preservation as an open space or that destroys ridge and furrow of value on it on it will only be permitted if each of the following apply:  (1) a need for further sustainable development in or next to the village has been shown to exist and the extent of land used for the development does not exceed that needed to meet the need;  (2) it is shown that there is no more sustainable place where such development is deliverable;  (3) no development takes place in flood zones 2 and 3;  (4) no development harms the potential priority habitat area in flood zones 2 and 3, the millstream and Gallos Brook;  (5) the site has been fully surveyed at appropriate times of the year for the presence of protected species;  (6) there is full compliance with policy H9; and  (7) the impact on the Oxfordshire Way is kept to a minimum.”</i></p>	<p><i>Way route from Henley-on-Thames to Bourton-on-the-Water and in the general enjoyment of the environment. The site is important to the village, being adjacent to the Mill stream and still showing evidence of an ancient ridge and furrow pattern. As such it is a special space in the village, and it places Weston-on-the-Green in the broader context of historic connections in the Oxfordshire landscape. The community wishes to see Area B preserved and managed as a potential grassland habitat with access for passive recreational open space commensurate with the maintenance of a lowland meadow. It also wishes to see this site carefully managed to enhance natural grassland and wildlife biodiversity.”</i></p> <p><b>DO NOT</b> accept that part of the recommendation relating to Policy C1 for the following reasons:</p> <ol style="list-style-type: none"> <li>1) the reference to the extent of land used for development not exceeding that needed to meet the need is not clear and measurable and could lead to inefficient use of land and harm to the natural environment contrary to strategic Local Plan Policies ESD10, ESD13 and ESD 15.</li> <li>2) The introduction of a test that there should be ‘no more sustainable place’ is contradictory to the strategic policies of the Local Plan which direct rural development to (in relative terms) the most sustainable villages including Weston on the</li> </ol>
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		<p>Green (subject to Green Belt restrictions)</p> <p><b>Conclusion</b> The Basic Conditions are not met by this proposed modification as it would not be in general conformity with the strategic policies contained in the development plan for the area of the authority (or any part of that area).</p> <p><b>Officer Proposed Alternative</b></p> <p><b>Page 73</b></p> <p><b>Replace Policy C1 with</b></p> <p><b><u>C1: The preservation and management of Area B (The Schoolfield as shown in Appendix F) as a potential grassland habitat with access for passive recreational open space commensurate with the maintenance of a lowland meadow will be encouraged.</u></b></p>
<p>Modification 22</p>	<p>Page 74, policy C5</p> <p><i>Replace the first three lines with “Developments should not harm a heritage asset, character of the village centre, or important space, key street scenes and views such that:”</i></p> <p><i>Replace “Development shall show that the design will conserve” with “Unless required for sustainable development (and then only to the extent necessary) development will not harm”.</i></p>	<p>Accept modification –</p> <p>In Page 74, policy C5</p> <p><i>Replace the first three lines with “Developments should not harm a heritage asset, character of the village centre, or important space, key street scenes and views such that:”</i></p> <p><i>Replace “Development shall show that the design will conserve” with “Unless required for sustainable development (and then only to the extent necessary) development will not harm”.</i></p>
<p>Modification 23</p>	<p>Page 77, paragraph 5.3</p>	<p>Accept recommendation –</p> <p>In Page 77, paragraph 5.3</p>

	<p>Replace “, Natural England),” with “), Natural England”.</p>	<p>Replace “, Natural England),” with “), Natural England”.</p>
<p>Modification 24</p>	<p><i>Pages 79 - 86 Table C</i>  <i>In column 1 under E1, replace the wording with, “Development should provide a positive contribution to the locally distinctive character of Weston-on-the-Green and conserve important aspects of the setting of the village”.</i></p> <p><i>In column 1 under E7, delete all but the first sentence.</i></p> <p><i>In column 1 under H2, replace the existing wording with: “In addition to the major development set out in Policy H1, sustainable residential development within the village confines will be permitted for conversion, infilling and other development, provided that they protect the character of the village and are in accord with the other policies in the Neighbourhood Plan and Local Planning Policies.”</i></p> <p><i>Page 81, row relating to E5, 3rd column Add “Oxfordshire County Council”.</i></p> <p><i>Page 83-84</i>  <i>Insert a new row dealing with recommended policy H9. In column 1 insert, “H9: Developments of 10 or more dwellings (gross), or which would be provided on sites suitable for 10 or more dwellings (gross), will provide at least 35% of new housing as affordable homes on site.” In column 2 insert “Refuse planning applications that do not provide the required level of affordable housing”. In column 3 insert, “Weston-on-the-Green PC Cherwell District Council”.</i></p> <p><i>Page 84</i>  <i>Replace the wording under C1 with: “Development that significantly prevents Area B’s preservation as an open space or that destroys ridge and</i></p>	<p>Accept recommendation –</p> <p><i>In Pages 79 - 86 Table C</i>  <i>In column 1 under E1, replace the wording with, “Development should provide a positive contribution to the locally distinctive character of Weston-on-the-Green and conserve important aspects of the setting of the village”.</i></p> <p><i>In column 1 under E7, delete all but the first sentence.</i></p> <p><i>In column 1 under H2, replace the existing wording with: “In addition to the major development set out in Policy H1, sustainable residential development within the village confines will be permitted for conversion, infilling and other development, provided that they protect the character of the village and are in accord with the other policies in the Neighbourhood Plan and Local Planning Policies.”</i></p> <p><i>Page 81, row relating to E5, 3rd column Add “Oxfordshire County Council”.</i></p> <p><i>Page 83-84</i>  <i>Insert a new row dealing with recommended policy H9. In column 1 insert, “H9: Developments of 10 or more dwellings (gross), or which would be provided on sites suitable for 10 or more dwellings (gross), will provide at least 35% of new housing as affordable homes on site.” In column 2 insert “Refuse planning applications that do not provide the required level of affordable housing”. In column 3 insert, “Weston-on-the-Green PC Cherwell District Council”.</i></p>

	<p><i>furrow of value on it will only be permitted if each of 7 criteria apply.”</i></p> <p><i>Pages 84-85</i>  <i>Replace all the wording under C5 with, “Developments should not harm a heritage asset, character of the village centre, or important space, key street scenes and views”</i></p> <p><i>Page 86, 1, row relating to T2 and T3, 3rd column</i>  <i>In each case add “Oxfordshire County Council ”.</i></p>	<p><i>Pages 84-85</i>  <i>Replace all the wording under C5 with, “Developments should not harm a heritage asset, character of the village centre, or important space, key street scenes and views”</i></p> <p><i>Page 86, 1, row relating to T2 and T3, 3rd column</i>  <i>In each case add “Oxfordshire County Council”.</i></p> <p><b>DO NOT</b> accept part of recommendation that relates to:</p> <p><i>Page 84</i>  <i>Replace the wording under C1 with:</i>  <i>“Development that significantly prevents Area B’s preservation as an open space or that destroys ridge and furrow of value on it will only be permitted if each of 7 criteria apply.”</i></p> <p><b>Reason</b>          This is as a consequence of the recommendation not to accept Modification 21 which refers to Policy C1.</p> <p><b>Officer Proposed Alternative</b></p> <p><b>Page 84</b></p> <p>Replace the wording under C1 with:</p> <p><b><u>The preservation and management of Area B (The Schoolfield as shown in Appendix F) as a potential grassland habitat with access for passive recreational open space commensurate with the maintenance of a lowland meadow will be encouraged.</u></b></p>
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## APPENDIX 2

Modification 25	<p><i>Appendix F, page 129, column 3</i></p> <p>Replace “Reason for rejection under this Plan” with “Reason for non-allocation under this Plan”.</p>	<p>Accept recommendation –</p> <p>In <i>Appendix F, page 129, column 3</i></p> <p>Replace “Reason for rejection under this Plan” with “Reason for non-allocation under this Plan”.</p>
Modification 26	<p><i>Appendix F, page 140, box</i></p> <p>Delete the box and the text in it and replace it with “Policy C1 is set out on page” [AS MAY BE] “above”.</p>	<p><b>DO NOT</b> accept recommendation</p> <p><b>Reason</b> This is as a consequence of the recommendation not to accept Modification 21 which refers to Policy C1.</p> <p><b>Officer Proposed Alternative</b></p> <p><b>Appendix F, page 140, box</b></p> <p>Retain the box and replace text with:</p> <p><b><u>The preservation and management of Area B (The Schoolfield as shown in Appendix F) as a potential grassland habitat with access for passive recreational open space commensurate with the maintenance of a lowland meadow will be encouraged.</u></b></p>
Modification 27	<p><i>Appendix F, page 143</i></p> <p>Replace “The intention of this policy (C1)” with “The hope of the community”.</p> <p>Replace “The plan will retain” with “Unless needed for sustainable development the plan will retain”.</p> <p>Replace “The proposal includes an option to set” with “The community’s aspirations might be met by setting up”</p> <p><i>Page 144</i></p>	<p><b>DO NOT</b> accept recommendation</p> <p><b>Reason</b> This is as a consequence of the recommendation not to accept Modification 21 which refers to Policy C1.</p> <p><b>Officer Proposed Alternative:</b></p> <p><b>Appendix F, page 143</b></p> <p><b>No change to text</b></p>

	<p>Replace <i>“Policy C1 embodies the importance of securing this site for the wellbeing of current and future village residents and is strongly supported by the Parish Council”</i> with <i>“Policy C1 recognises the importance of this site and provides some protection for it”</i>.</p>	
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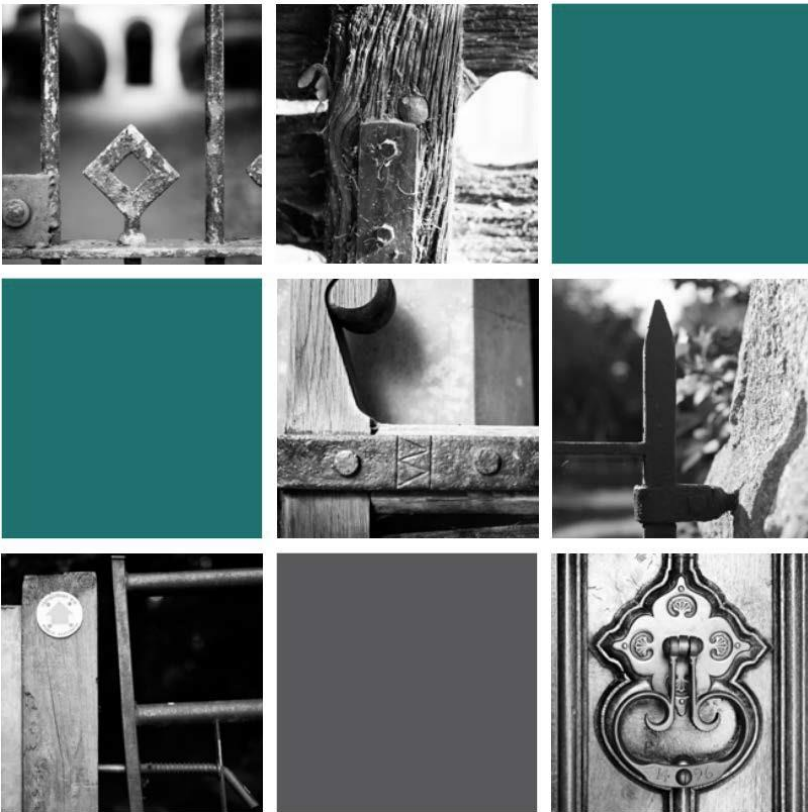
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APPENDIX 3

WESTON-ON-THE-GREEN  
NEIGHBOURHOOD PLAN

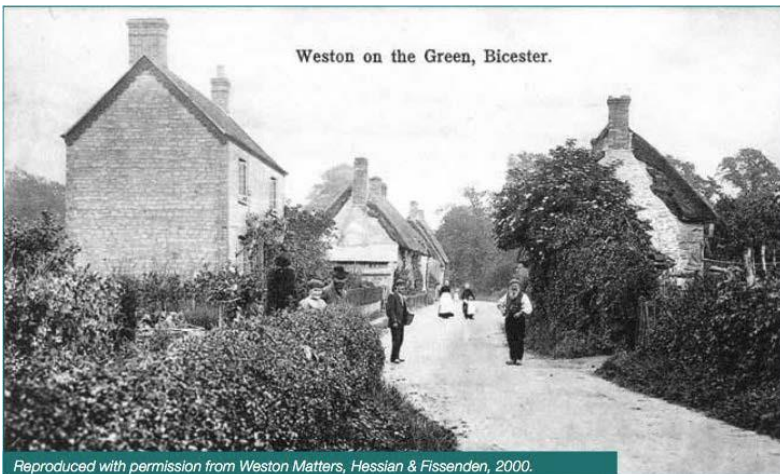
2018-2031



## DEDICATION

This Plan encapsulates the vision for Weston-on-the-Green as expressed by its residents in 2015-2018. We thank all participants for their views, their interest and their help in preparing this document.

The Neighbourhood Plan Steering Group.



## FOREWORD

Weston-on-the-Green is again a thriving village. With strong local businesses, a significant part of the population is present during the working day and the community is eager to reclaim some of the social infrastructure that has dissipated and ensure that the built and natural environments are respected and enhanced.

Against the history of a village that has been in existence since the Norman conquest, ours is a limited tenure and the Neighbourhood Plan has provided an opportunity for the village to come together, think about its future and plan to ensure that Weston is in the best possible order for those who come after us.

Throughout this exercise, the village has been conscious of the need to address social and economic issues as well as the environmental issues that are the focus of a physical plan. These themes are carried through the **Introduction** which describes the plan making process, **Section 2: Weston-on-the-Green Today: Environment** which records the baseline environmental surveys, **Section 3: Social and Economic Baseline Studies**, **Section 4: Concerns and Aspirations: Issues arising from the consultations** where the wishes of villagers are set out, and **Section 5: A Vision for Weston-on-the-Green : Objectives and Policies** which details the planning policies that will form part of the Cherwell District Council Local Plan.

The policies seek to support modest, planned growth of the village while retaining the landscape setting in which the village nestles and arresting further erosion of those green spaces within the village which contribute to its character. That growth provides an opportunity to balance the existing demographic by providing market and affordable homes that will enable young families to locate or remain here as well as creating homes for those who wish to down-size. Development on the proposed sites identified in this Plan would provide for ~10% growth in housing in the village.

There are policies to enhance the heart of the village and also support the shop, post office and Memorial Village Hall which are all central to village life. Through the period of the Plan, sites will be considered for a nursery school and allotments, these needs being unmet at present. The intrusion of traffic is a continuing concern and objectives to calm traffic on the B430 and Church Road / Lane are set out as Parish Council transport objectives in support of planning policies.

Thank you to everyone who has contributed or lent support to the making of the Neighbourhood Plan ~~which now moves to formal examination by Cherwell District Council and their appointed Examiner before being put to a village referendum.~~

## Message of support from the Parish Council



This document sets out a vision for the village of Weston on the Green. It reflects the thoughts and feelings of local people who care about the community in which they live.

They have looked and commented on housing, transport, green spaces, infrastructure and local facilities, which has led to the production of a Neighbourhood Plan which will guide the future development of the village.

We hope that residents and neighbours understand the challenges faced by the Steering Group but agree that a Neighbourhood Plan is the best option for us to shape the future of our Parish and ensure that Weston-on-the-Green continues to thrive and remains a desirable place to live, for all existing and future residents.

On behalf of the Parish Council, I would like to thank the members of the Neighbourhood Plan Steering Group and pay tribute for their work since August 2015. I would also like to thank everyone who have contributed towards the production of this document, the residents who completed questionnaires, the many who attended the consultation sessions and for the continuing support of Parish Councillors and the Parish Clerk. Without this help it would not have been possible to produce this Neighbourhood Plan.

Kate Hessian  
Chair, Weston on the Green Parish Council (2015-2018)

## Comment from the Chair of the Steering Group



It has been a unique challenge to be the Chair of the Neighbourhood Plan Steering Group for Weston-on-the-Green. The work started with a focused group of people and over time spread out into the community. It is the voice of the village that has been the most important part of this document. We've had comments from those who have lived here all of their lives to comments from the fairly new to the village. Each point of view has been important to the final document. I have learned that this is a special village, with a unique history stretching back beyond the Domesday Book. Our story encompasses an abbey, a priory, a Tudor mansion, St. Mary's church, which has artefacts from Norman times. We have 16<sup>th</sup> century houses, a toll road as well as a range of houses built from the 17<sup>th</sup> to the 21<sup>st</sup> century. The work of the Neighbourhood Plan team has been to honour our history whilst finding ways to grow and help meet the needs of the country. We feel we have done this within the confines of being a rural village.

A great deal is owed to the research and hard work of many members of the Steering Group. I have been most fortunate to have a team with a unique set of skills who have produced this document. This work has set an agenda for the foreseeable future and has the commitment of the Parish Council.

Finally, thank you to the people of Weston-on-the-Green who have been supportive, generous with their ideas and patient as we worked through the stages of producing such a comprehensive document.

Diane Bohm

### APPENDIX 3

Abbreviations/Glossary	
Abbreviation	Definition
ACLP	Adopted Cherwell Local Plan
CDC	Cherwell District Council
CDCLP	Cherwell District Council Local Plan
CLP	Cherwell Local Plan
CLPP1	Cherwell Local Plan Part 1
<del>CLPP2</del>	<del>Cherwell Local Plan Part 2</del>
CTA	Conservation Target Area
ESD	Environmentally Sustainable Development
HELAA	Housing and Economic Land Availability Assessment
NPPF	National Planning Policy Framework
NPPG	National Planning Policy Guidelines
OCC	Oxfordshire County Council
RAF (Weston-on-the-Green)	Royal Air Force
SEA	Strategic Environmental Assessment
SLE	Sustainable Local Economy
SSSI	Site of Special Scientific Interest

**Village confines:** the area of the village defined by continuous and contiguous development forming the existing built up area of the village, excluding any curtilage beyond the built footprint of the buildings on the site (e.g. garden areas backing onto the rural landscape and outlying farms and buildings which are part of the rural countryside).

**Village envelope:** an extension of the 'village confines' that includes its landscape setting and features surrounding the built-up part of the village, i.e. fringe areas which give it an identity separate from the open countryside.

## CONTENTS

<b>Dedication</b>	<b>1</b>
<b>Foreward</b>	<b>2</b>
<b>Message of support from the Parish Council</b>	<b>3</b>
<b>Comment from the Chair of the Steering Group</b>	<b>4</b>
<b>Abbreviations/Glossary</b>	<b>5</b>
<b>LIST OF FIGURES AND TABLES</b>	<b>8</b>
<b>EXECUTIVE SUMMARY</b>	<b>9</b>
<b>1 INTRODUCTION</b>	<b>10</b>
. 1.1 The Neighbourhood Plan: Purpose and Status	11
. 1.2 How this document is organised	11
. 1.3 Background to the Plan	12
. 1.4 Planning policy context	13
. 1.5 Relationship of the Plan to Cherwell District and Local Plans	15
. 1.6 How the Plan was made	17
. 1.7 Community engagement	21
<b>2 WESTON-ON-THE-GREEN TODAY: ENVIRONMENT</b>	<b>22</b>
. 2.1 Weston-on-the-Green parish boundary and setting	23
. 2.2 Historic layout and features	28
. 2.3 Pattern of development in the village	31
. 2.4 Landscape setting and green spaces	37
<b>3 SOCIAL AND ECONOMIC BASELINE STUDIES</b>	<b>42</b>
. 3.1 Housing	43
. 3.2 Access to/from and around the village	46
. 3.3 Employment	47
. 3.4 Current profile of the parish	47
. 3.5 Social and Economic Profile	48
. 3.6 Housing styles	49
. 3.7 Education	51

## APPENDIX 3

. 3.8 Community	51
<b>4 CONCERNS AND ASPIRATIONS: ISSUES ARISING FROM THE CONSULTATIONS</b>	<b>53</b>
. 4.1 Village character	54
. 4.2 Housing and Land use	55
. 4.3 Community and economy	57
. 4.4 Transport, Highways, Footpaths/ways	60
<b>5 A VISION FOR WESTON-ON-THE-GREEN: OBJECTIVES AND POLICIES</b>	<b>61</b>
. 5.1 Developing the policies	63
. 5.2 The Neighbourhood Plan Policies	65
Environment Policies	65
Housing and Land use Policies	70
Community Policies	73
Transport Policies	76
. 5.3 Delivery of the Plan	77
. 5.4 Monitoring	86
<b>APPENDICES</b>	<b>87</b>
. <b>A</b> Design Code	88
. <b>B</b> Statement of community engagement and consultation	95
. <b>C</b> Historical context for the village	102
. <b>D</b> Social and economic profile of Weston-on-the-Green	105
. <b>E</b> Community survey data	115
. <b>F</b> Site appraisal for Housing Development and Environmental Statement:	
Area B (the Schoolfield)	128
. <b>G</b> Landscape setting and important internal green spaces	144
. <b>H</b> Characteristics of village form (morphology)	158



## LIST OF FIGURES and TABLES

Figures	Title	Page
1	Weston-on-the-Green designated Plan area	14
2	Homepage of Weston-on-the-Green website	19
3	First questionnaire survey: 'Have your say'	20
4	Aerial view of Weston from the south	24
5	Planning and other key designations	25
6a,b	Conservation Target Areas	26, 27
7	Weston-on-the-Green late 18th century map	29
8	Character areas	30
9	Conservation Area Boundary and listed buildings	32
10	Key characteristics of the village	33
11	The junction of Church Road and the Northampton Road creates a memorable place	34
12	Example of building frontage set directly against public grass verge	35
13	Small landmarks or 'marker' buildings are created where gables front the street (Bramble Cottage)	35
14	Four cottages   The informal rhythm of the elevations results from a variety in plot widths (North Lane)	36
15	Important and Designated Local Green Spaces	39
16	Habitat designations and habitat corridor	40
17	House sizes in the village	43
18	Age distribution	44
19	Business sites	49
20	Representative housing styles in the village	51
21	Distances to existing nursery and primary schools	52
22	Sites proposed in this Plan	64
23	An artist's impression of the heart of the village	73
Tables	Title	
A	Outline Neighbourhood Plan timetable	18
B	Population structure in 2011	48
C	Plan policies and responsibilities for their implementation	79-85

*Cover and Chapter images courtesy of R. Evans*

## EXECUTIVE SUMMARY

**Purpose:** This Plan addresses the need for housing growth, improved recreation and community facilities, design of new development, economic growth and transport for a period spanning 2017-2031 that takes into account the character of Weston-on-the-Green (WOTG) and the villagers' priorities.

**Process:** The Neighbourhood Plan (NP) group was established to develop the NP in consultation with the villagers and local businesses. The NP Steering Group focused its communication strategy on the creation of a website, mail drops, surveys, the village newsletter and periodic public meetings. A wide range of inputs was sought. Survey material was gathered and presented to the village through meetings and workshops. Responses were consolidated and analysed to identify the **Proposed Sites** and suggested **NP Policies**. Progress reports were made monthly during Steering Group meetings to which the public was invited. Reports were on the website and in the village newsletter.

**NP Policies:** The village consensus was to support growth in the population and housing in the village in keeping with and/or enhancing village character as found in the design code of this Plan, and to protect areas of the village that provide open natural environments for passive recreational use. Policies are grouped into four themes:

**Theme 1: Village Character and Environment → Environmental policies E1-E6**

- to respect and conserve the historic form and character of the village; to conserve the village setting using previously developed land, minimizing any light pollution, keeping the pattern of the village envelope including grass verges and green spaces and enhancing biodiversity;
- ~~in particular to conserve and re-establish a lowland meadow ecology and community benefits of the Schoolfield.~~

**Theme 2 Housing and land use → Housing policies H1-H7**

- to deliver a measured development plan for new housing and land use that addresses the need for economic growth and of the existing and future Parish population;

**Theme 3 Community and Economy → Community policies C1-C4**

- to better the community by upgrading facilities and supporting local businesses;

**Theme 4: Transport Highways, Footpaths/ways → Transport policies T1-T3**

- to improve mobility around the village by upgrading and extending pedestrian and cycle routes and reduce the impact of traffic in the village and to reduce the isolation caused by the cessation of public transportation.

One site is proposed in the housing policies (policy H1) in this Plan to deliver 20 new homes (8% growth) by 2020: Site A (Southfield Farm) will provide 20 homes. This site has existing planning approval and at the time of drafting this Plan, building has yet to commence.

~~One site is proposed as a potential protected grassland habitat (policy C1) to be used as a passive recreational open space and to be managed in order to enhance biodiversity in the parish.~~

# INTRODUCTION **1**



# 1 INTRODUCTION

## . 1.1 THE NEIGHBOURHOOD PLAN: PURPOSE AND STATUS The Weston-on-the-Green

Neighbourhood Plan has arisen out of the Localism Act that came into force in 2012 which aims to give local people more influence in their area. The Plan provides a vision for the future of the village and sets out clear policies to realise aspects of this vision.

~~This Plan is presented in the final draft stage. The next stages are:~~

- ~~i. The Qualifying body submits the Neighbourhood Plan to the Local Planning Authority (Q2-2018);~~
- ~~ii. The Local Planning Authority checks that the submitted proposal complies with all the relevant legislation;~~
- ~~iii. If the Local Planning Authority finds that the Plan meets the legal requirements it:
 
  - ~~a. Publicises the proposal for a minimum of 6 weeks and invites representations;~~
  - ~~b. Notifies consultation bodies referred to in the consultation statement;~~
  - ~~c. Appoints an independent examiner (with the agreement of the qualifying body);~~~~
- ~~iv. The proposal is independently examined (Q3-2018);~~
- ~~v. A referendum is held and if a majority is in favour, the Neighbourhood Plan is Made (Q1-2019).~~

## . 1.2 HOW THIS DOCUMENT IS ORGANISED

. The **Introduction, Section 1**, outlines the founding process for the Plan. **Following this are four further document sections:**

**Section 2. Weston-on-the-Green today – Environment:** This section provides a description of the village and the surrounding parish. It defines the designated Neighbourhood Plan area as the parish boundary and summarises the key historic development pattern and features of the village which are unique and worthy of preservation.

**Section 3. Weston-on-the-Green Today: Baseline Studies:** This summarises the data which provide the evidence base for the plan. These studies include demography, social and

## APPENDIX 3

economic considerations, historical context, village character, transport and highway conditions. Detailed reports on some of these topics are reproduced in full in the appendices, which are bound separately (see **Appendix C, D, E**).

**Section 4. Concerns and Aspirations: Issues arising from the consultations:** This section reports on the issues facing Weston-on-the-Green. It draws on village meetings, questionnaires and comments gathered via the doorstep and social media. Here, villagers describe their concerns and aspirations for the village which provides a 'brief' for the subsequent plan-making.

**Section 5. A Vision for Weston-on-the-Green: Objectives and Policies :** Weston-on-the-Green residents have an overall vision for the future of the village within its parish environment. This vision includes a set of objectives that will improve the quality of life for existing and future residents, specifically addressing urgent issues such as traffic calming, new community facilities and the preservation of the rural character of the village. The Neighbourhood Plan policies set out a framework which, overlaid onto the adopted Cherwell Local Plan 2011-2031, will govern new housing development and land use in the Plan area by setting out sites for new housing numbering 20 dwellings and allow the village to develop in line with the overall vision for the future.

### 1.3 BACKGROUND TO THE PLAN

This Neighbourhood Plan has been prepared by the Weston-on-the-Green residents under the provision of the Localism Act of 2012 to guide the future development of Weston-on-the-Green. The Plan covers the period 2017 to 2031.

Weston-on-the-Green is an ancient village with references to a Weston Manor dating from the 11th century. The village grew over succeeding centuries until the Parish now has just over 500 residents<sup>1</sup>. The village has the unusual character of being largely contained to the western side of the B430 (the old Oxford to Northampton road) and is set in a rural landscape of crops and pasture. Two of the original farms are still operating from the village. The Plan area includes RAF Weston-on-the-Green, a former Royal Flying Corps station during WW1 which is now home to the No 1 Parachute Training School, based at Brize Norton. A

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<sup>1</sup>[www.oxford.gov.uk/districtdata/download/downloads/id/54/cherwell\\_census\\_2011\\_leaflet\\_v2.pdf](http://www.oxford.gov.uk/districtdata/download/downloads/id/54/cherwell_census_2011_leaflet_v2.pdf)

## APPENDIX 3

historical context for the village is presented in **Appendix C**.

The village is a vibrant community, which has lost some of its services but importantly has retained a small shop and post office. Due to its location within commuting range of London and the main towns and cities in Oxfordshire, house prices are high and young people and local families find it increasingly difficult to find housing in the village.

### 1.4 PLANNING POLICY CONTEXT

#### **The Qualifying Body and the designated area for the Neighbourhood Plan**

The Weston-on-the-Green Parish Council is the 'qualifying body' as defined by the Localism Act 2011. In July 2015, the Parish Council registered a Neighbourhood Area for the purposes of undertaking a Neighbourhood Plan. This was approved at the Cherwell District Council Executive meeting held on 2 November 2015.

The Weston-on-the-Green Neighbourhood Plan Area covers the civil parish and extends to the flood plain to the west, just beyond the A34 to the south, the M40 to the east (excluding Junction 9) and the Roman road of Akeman Street to the North (see **Figure 1**).

The Plan proposal relates solely to the Weston-on-the-Green Neighbourhood Area and no other Neighbourhood Plans relate to this neighbourhood area.

APPENDIX 3

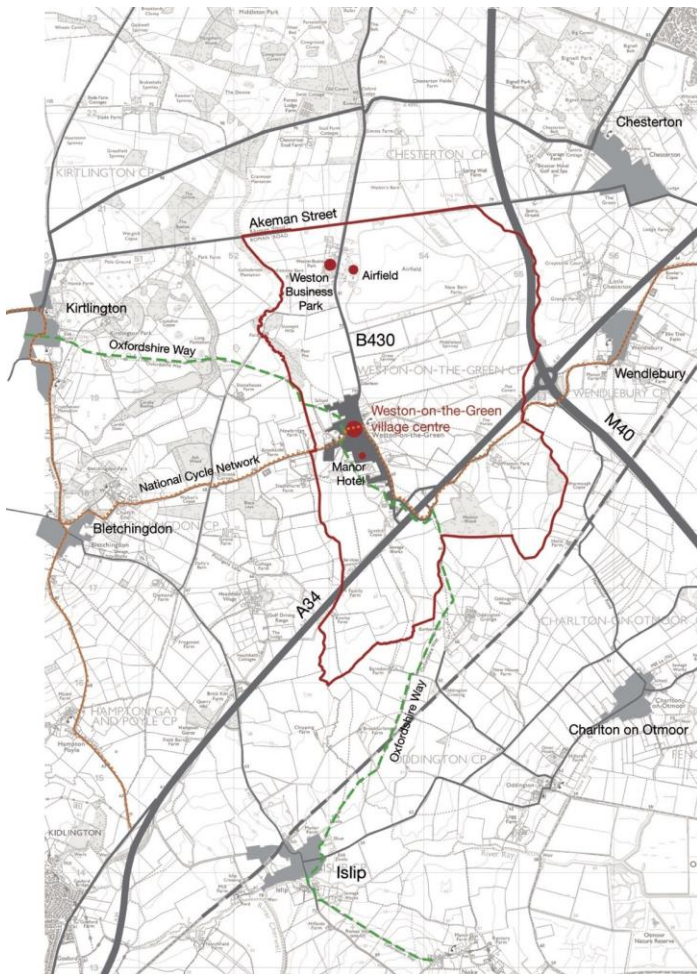


Figure 1: The designated Neighbourhood Plan area = the Weston-on-the-Green parish boundary (Crown copyright and database right 2018. Ordnance Survey)

## APPENDIX 3

### 1.5 RELATIONSHIP OF THE PLAN TO CHERWELL DISTRICT AND LOCAL PLANS

The objectives and policies presented in this Plan provide guidance to address important issues to the local community. In doing this, the Neighbourhood Plan is a key component of a broader Parish Plan that has aspirational objectives to improve the Parish and achieve a better environment in which to live. The focus of the Neighbourhood Plan is the definition of policies to guide future development within the designated area in line with these objectives.

This Neighbourhood Plan ~~was is~~ prepared within the context of the adopted Cherwell Local Plan Part 1 2011-2031 (CLPP1), the saved policies of the adopted Cherwell Local Plan 1996 (CLP) and the ~~former~~ Cherwell Local Plan Part 2 (CLPP2). Policy Villages 1 of the adopted local plan identifies Weston-on-the-Green as a Category A settlement, ~~Weston-on-the-Green is the fourth smallest of the Category A settlements, the second smallest in this group.~~ Policy Villages 2 of the adopted Local Plan 2011-2031, which seeks to distribute growth across the Rural Areas, provides for an additional 750 dwellings in Category A villages, in addition to windfall sites and planning permissions for 10 or more dwellings. As of 31<sup>st</sup> March 2017, there are 86 dwellings remaining from the Policy Villages 2 requirement. At 31<sup>st</sup> March 2018, the total number of housing completions in Weston-on-the-Green between 2011 and 2018 was 17. The number of dwellings with planning permission but not yet built equals 23 (source CDC Housing land supply update<sup>2</sup>).

The Oxford Green Belt was designated to protect the rural setting of settlements and maintain the character of the intervening countryside by restraining development pressures within the Green Belt and this is captured in policy ESD14 of the Cherwell Local Plan. The outer boundaries of the Oxford Green Belt were approved in 1975. A number of villages are washed over by the Green Belt and the villages of Bletchingdon, Merton, Murcott and Weston on the Green lie partly within and partly outside the Green Belt. The boundary of the Green Belt in Weston-on-the Green is shown in Figure ~~5~~<sup>4</sup>.

To ensure that the impact on the Green Belt is minimised, priority development sites are those that lie adjacent to existing development, avoid the coalescence

<sup>2</sup> <https://www.cherwell.gov.uk/info/33/planning-policy/370/monitoring-reports/4>



## APPENDIX 3

of settlements and otherwise have the least impact possible on the Green Belt. In the case of Weston-on-the-Green, this has resulted in disproportionate development pressure being placed on the northern half of the village which sits outside of the Green Belt. The impact of this on housing density in the village can be seen in Figure 9.

In addition, proper weight must be given to CLPP1 policies ESD13 (resist development that causes undue visual intrusion into the countryside, harm the setting of settlements or be inconsistent with local character) and ESD15 (reinforcing local distinctiveness) in considering sites which encroach on the rural periphery of the village. The very small scale of the Weston-on-the-Green settlement population currently falls below the critical mass required by the present service providers to sustain a public transport option to the village and therefore permitting any small-scale residential development in the parish would disproportionately increase car trips, thereby adding to congestion in the local area and the approaches to Bicester and Oxford. For these reasons, the pressure for large scale development in Weston-on-the-Green is reduced.

### **Conformity with existing planning policy:**

A Neighbourhood Plan must comply with national planning policy as set out by the NPPF and support the strategic development needs set out in the Local Plan (CLPP1 and saved policies in the CLP). It must demonstrate that:

- The Plan contributes to the achievement of sustainable development;
- The Plan does not breach, and is otherwise compatible with, European policies.

A Basic Conditions Statement is provided in a separate document accompanying this Neighbourhood Plan outlining elements of conformity of this Plan with statutory requirements.

The Plan provides local detail that overlays National and Local policies and has drawn on evidence gathered and prepared for the Cherwell District Council Local Plan and new data collected from residents and businesses in the Parish of Weston-on-the-Green using surveys conducted in 2015 and 2016. It takes account of national planning practice guidelines.

## APPENDIX 3

### 1.6 HOW THE PLAN WAS MADE

The planning process was initiated by a small group of volunteers who met with the Parish Council Chairman and Parish Clerk in December 2014 to discuss the desire to develop a Neighbourhood Plan for Weston-on-the-Green.

The Parish Council agreed to support the formation of a Steering Group, made up of volunteers including Parish Council and non-Parish Council members, to collect information on the current make-up of the village and the key objectives for its future. The Steering Group activities were supported by local funds and later by a grant (Grant NPG-02207) made to the Parish Council from Cherwell District Council. The Steering Group established its Code of Conduct and appointed key roles of Chair and Treasurer. The Parish Council received reports from the Steering Group, and supported and contributed to the consultation events. The Steering Group ensured that the Plan was transparently a community effort and not driven by the Parish Council alone.

A process for developing the Neighbourhood Plan was clear from the outset and consisted of staged work:

1. **base studies establishing the status quo of the village;**
2. **consultation on aspirations and concerns;**
3. **draft proposals and consultation;**
4. **final draft plan and consultation.**

The starting point was the formation of action sub-groups, again made up of volunteers to gather information, plan and organize activities under the following headings:

**Action Group 1: Community Engagement;**

**Action Group 2: Village Form and Character;**

**Action Group 3: Social & Economic Aspects;**

**Action Group 4: Transportation & Highways.**

A one-year action plan was created around three village events which outlined the concept of a Neighbourhood Plan to residents and developed policies based on feedback from the

## APPENDIX 3

community.

The Steering Group developed and launched a website (see **Figure 2**): <http://www.wotgneighbourhoodplan.co.uk/> to engage with the community and provide information on events and progress towards the Plan.

<b>August 2015</b>	<b>Inception event for volunteers</b>
<b>July-September 2015</b>	Base studies undertaken by:
	1. Village Form and Character team
	2. Social & Economic Aspects team
	3. Transportation & Highways team
<b>October 2015</b>	1 <sup>st</sup> Event: Weston-on-the-Green: Aspirations and Concerns
	Exhibition of base studies plus workshop/questionnaire for villagers
	Feedback of workshop/questionnaire
	Summary of agreed objectives
<b>Nov-Jan2016</b>	Develop Plan content/options
<b>February 2016</b>	2 <sup>nd</sup> Event: Neighbourhood Plan Ideas
	Exhibition and workshops to review ideas and seek feedback
<b>March-April 2016</b>	Preparation of Draft Neighbourhood Plan
<b>September 2016</b>	3 <sup>rd</sup> Event: Draft Neighbourhood Plan for village consultation
	Exhibition to seek comment on Draft Neighbourhood Plan
<b>December 2016</b>	Revisions to Draft Plan and approval by Parish Council
<b>March 2017</b>	Pre-submission of draft Plan to Cherwell District Council for comment
<b>April-May 2017</b>	6 week formal consultation period
<b>May 2017</b>	Amendments made to the Plan
<b>September 2017</b>	Submission of the Draft Plan to Cherwell District Council
<b>Oct-Nov 2017</b>	CDC 6 week formal consultation period
<b>April 2018</b>	Final amendments made to the Plan; all documents compiled
<b>May 2018</b>	Full and final submission to Cherwell District Council
<b>June 2018</b>	Examination of the Plan
<b>October 2018</b>	Referendum

Table A: Outline Neighbourhood Plan timetable

## APPENDIX 3



Figure 2: Homepage of the Neighbourhood Plan website: [www.wotgneighbourhoodplan.co.uk](http://www.wotgneighbourhoodplan.co.uk)

Social media (Facebook and Twitter) provided additional routes for public engagement.

Questionnaires were used to ask individuals and groups for their views and aspirations for the village; to suggest solutions for these, and ask for their help in developing policies.

At the start of the consultation process, a village-wide questionnaire was distributed to all homes and businesses (see **Figure 3**) and responses were used as a basis for discussions at the first Village Meeting.

## APPENDIX 3

Further consultation with residents and businesses included meetings with individuals and groups representing specific concerns:

- . landowners;
- . young parents;
- . older residents;
- . children of the village;
- . professionals working out of the village;
- . residents of each street/lane.

Figure 3: First questionnaire survey: 'Have your say'



Members of the Steering Group also talked with the Lead Planning Officer of Cherwell Council and took advice as the Plan progressed. The results of such conversations and meetings were noted and helped to shape the policies in the Plan. The Steering Group, with sub-group leaders, brought together the data, material and information gathered in the research phase to prepare the first draft policy objectives. These were:

- . to identify proposed sites for development;
- . to understand the priority issues related to development in the village and beyond;
- . to plan a phased timetable for development;
- . to identify measures outside of the Neighbourhood Plan which would support the Plan policies and objectives.

Consultation meetings for the village as a whole and an analysis of the questionnaire responses identified the issues that shaped the first draft plan. Policies for the Plan were created from these and the draft Plan document was compiled. More detail of the survey and meeting processes are provided in **Appendix B**.

## APPENDIX 3

### 1.7 COMMUNITY ENGAGEMENT

The Community Engagement team was responsible for ensuring the whole village, including businesses, was kept informed of each stage of the development of the Neighbourhood Plan and for directing them to whom they could talk if they any had comments or concerns. The Statement of Community Engagement is detailed in **Appendix B**.

A concerted effort was made to reach out to those who weren't on email and without access to the website. As well as articles published in the Weston-on-the-Green Village News, villagers were encouraged to pass on information to their neighbours. One of the main concerns of the Steering Group was that every part of the village was represented and the Community Engagement team encouraged as wide a spread of villagers as possible to join the sub-committees.

WESTON-ON-THE-GREEN TODAY:  
ENVIRONMENT **2**



## 2 WESTON-ON-THE-GREEN TODAY: ENVIRONMENT

### 2.1 WESTON-ON-THE-GREEN PARISH BOUNDARY AND SETTING

The village of Weston-on-the-Green lies to the north-east of Oxford and halfway between Kidlington and Bicester. The south entrance to the village is just 1/4 mile off the A34 on the Northampton Road (B430).

Weston-on-the-Green village is immediately surrounded by agricultural land and has close proximity with woodlands and copses – Peat Pits, Weston Fen and Weston Wood which, along with the fields and crops on the village fringe, give Weston its rural feel (see **Figure 4**).



### APPENDIX 3

The name Weston refers to the position of the village in the west of the parish, “hard up against the Bletchington boundary” as Weston has been described. The ‘on-the-Green’, possibly derives from the fact that the village once abutted the edge of a very large green. Weston-on-the-Green village has grown to one side of an ancient way from Oxford to Northampton, the B430 which was once a turnpike road. The village has since developed as a series of four lanes (three of which are no-through roads), on the western side of, and perpendicular to the B430. The ancient ‘green’ lies on the eastern side of the B430.



*Figure 4: Aerial view of Weston-on-the-Green village from the south (Courtesy of Paul Morrison)*

## APPENDIX 3

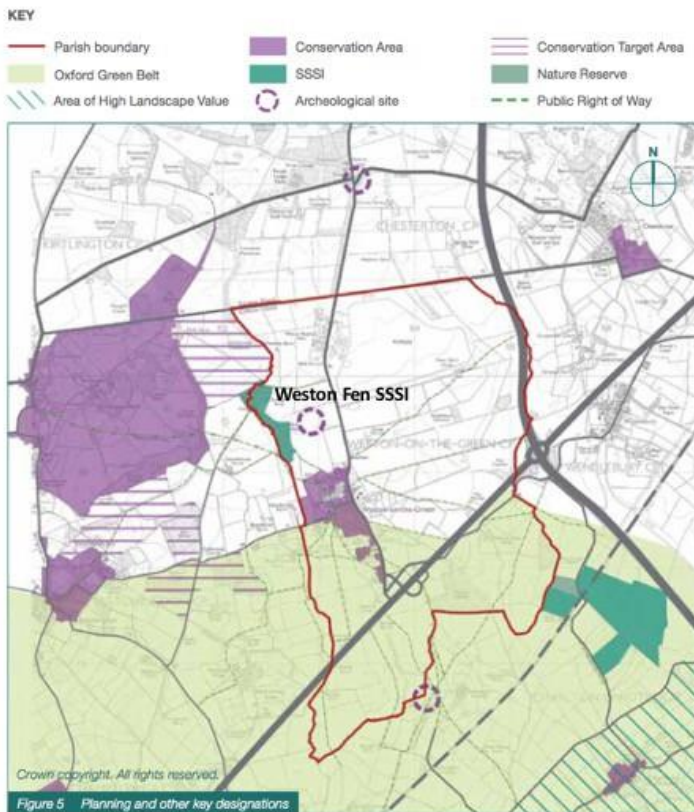


Figure 5: Planning and other key designations (Crown copyright. All rights reserved)

This layout, with the village on the western side and the green on the eastern side of the through road (B430) is unusual and highly distinctive; to the west is a compact Cherwell valley village, to the east a rural landscape of big skies and open fields where some recent development of the farms has established limited commercial and engineering services. The parish forms part of a landscape rich in historical features and field patterns including areas important for wildlife conservation (e.g. the Weston Fen SSSI and the ancient woodlands to the south of the A34; see Figure 5). Two designated Conservation Target Areas (CTA) border the Neighbourhood Plan area: Kirtlington and Bletchington Parks and Woods CTA (Figure 6a)

### APPENDIX 3

to the west of the parish, and Otmoor CTA which is an extensive tract to the south-east (Figure 6b) and Weston-on-the-Green plays an important part in linking the two. Opportunities will be sought to strengthen wildlife corridors, for example the Schoolfield on the western edge of the village confines. The Schoolfield (see Appendix G, site h) and the subject of policy C1 (Area B) includes land in flood zones 2 and 3 that will help to establish an important link between the Weston Fen SSSI and the fields linking with rich habitats in the south (Weston wood and Otmoor CTA, Figure 6a and 6b below). The Schoolfield is an important green space in the village (see Appendix G, site h) and the subject of policy C1 (Area B) that will help to establish an important link between the Weston Fen SSSI and the fields linking with rich habitats in the south (Weston wood and Otmoor CTA, Figure 6a and 6b below). Otmoor CTA includes the Wendelbury Meads and Mansmoor Closes SSSIs that lie just 3 miles from the Weston village centre. Area B requires regeneration to return it to grassland with the rich biodiversity associated with this habitat type.

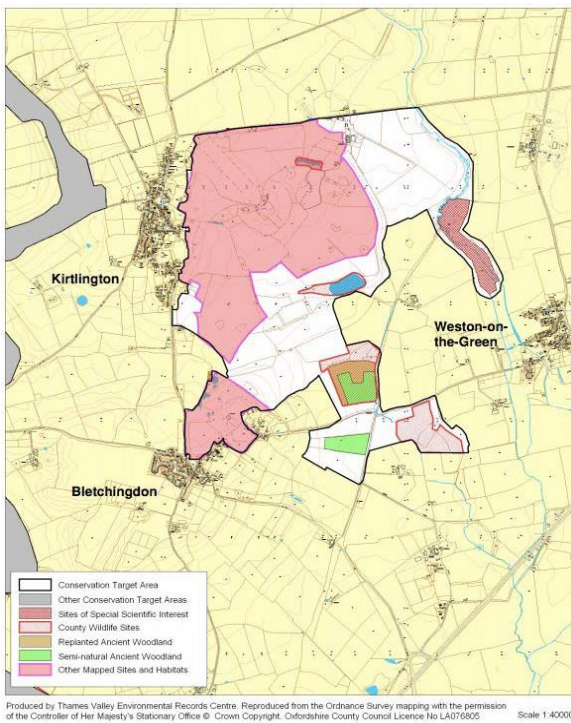


Figure 6 a): Kirtlington and Bletchington Parks and Woods CTA

### APPENDIX 3

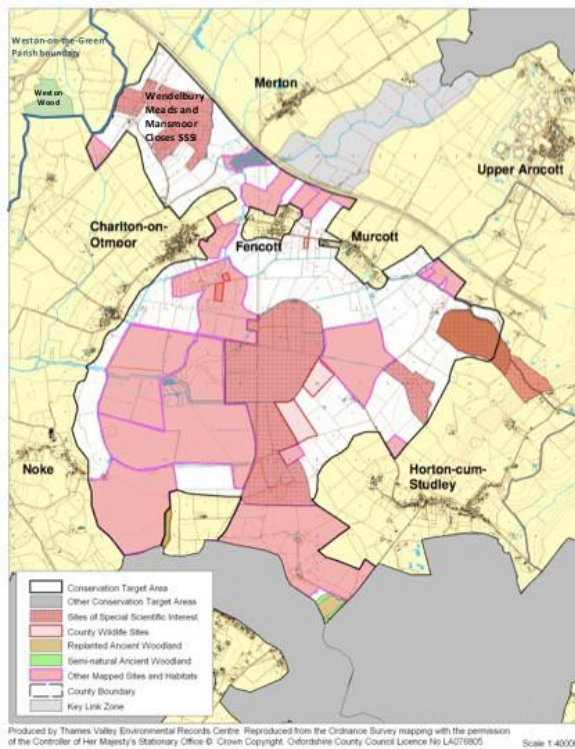


Figure 6 b): Otmoor CTA

[Figure 6a) and b): Conservation target areas bordering Weston-on-the-Green Neighbourhood Plan area. (Crown copyright. All rights reserved)]

This objective is aligned with the core principle of the National Planning Policy Framework that local plans should include strategic policies for the conservation and enhancement of the natural environment, including landscape as laid out in policy ESD10 of the Cherwell Local Plan Part 1. This includes designated landscapes but also the wider countryside<sup>3</sup>. In addition, the ~~Natural Environment and Conservation Act (2006) places a duty on all public bodies, including Parish Councils to conserve biodiversity (section 40 of the Act), taking~~

<sup>3</sup> 'Protection and enhancement of biodiversity and the natural environment, Planning Practice Guidance 2016; <https://www.gov.uk/guidance/natural-environment>

## APPENDIX 3

~~account of species that are important to conserve~~ Natural Environment and Rural Communities Act 2006 places a duty on all public bodies, including Parish Councils in exercising their functions, to have regard (so far as is consistent with the proper exercise of those functions) to the purpose of conserving biodiversity, including, in relation to a living organism or type of habitat, and habitat, and restoring or enhancing a population or habitat.

In formulating our Plan policies, we have consulted various recommended sources<sup>4</sup> regarding environmental and habitat assessment and the Historic Environment Record which details all designated heritage assets and archaeological sites, historic buildings, landscapes and sites of local value.

### 2.2 HISTORIC LAYOUT AND FEATURES

The Cherwell District Council first designated the Weston-on-the-Green Conservation Area in October 2000 and a revised Conservation Area appraisal in June 2009 resulted in amendments to the Conservation Area boundary. This document details the topographical and historical features of the village, noting its unusual structure with one village street (Church Lane) and three lanes which originally served the village farms: Knowle Lane, Westlands Avenue (now redeveloped but originally serving Westfield Farm) and North Lane.

A late 18th century map of the village (see **Figure 7**) shows that this structure was already established by that date and has changed little since that time. Features that have remains unchanged are:

- . Church of St Mary
- . Dwellings around the village core (The Forge, Dower House, Walnut Tree Cottage, Willow Cottage, Hazel Cottage, Rose Cottage)
- . Church Lane and its 17-19th century dwellings (Mulberry Cottage, Jubilee Cottage, Holly Cottage)
- . Weston Manor
- . Mill House
- . North Lane

There are 33 listed structures in the village. St. Mary's Church and Weston Manor are Grade II\*, the remainder are Grade II<sup>5</sup> (Figure 9).

### APPENDIX 3

<sup>4</sup> Planning for the environment at the neighbourhood level, publication code LIT 6524;  
[http://webarchive.nationalarchives.gov.uk/20140328084622/http://cdn.environment-agency.gov.uk/LIT\\_6524\\_7da381.pdf](http://webarchive.nationalarchives.gov.uk/20140328084622/http://cdn.environment-agency.gov.uk/LIT_6524_7da381.pdf)

<sup>5</sup> Weston-on-the-Green Conservation Appraisal 2009, Cherwell District Council.

APPENDIX 3

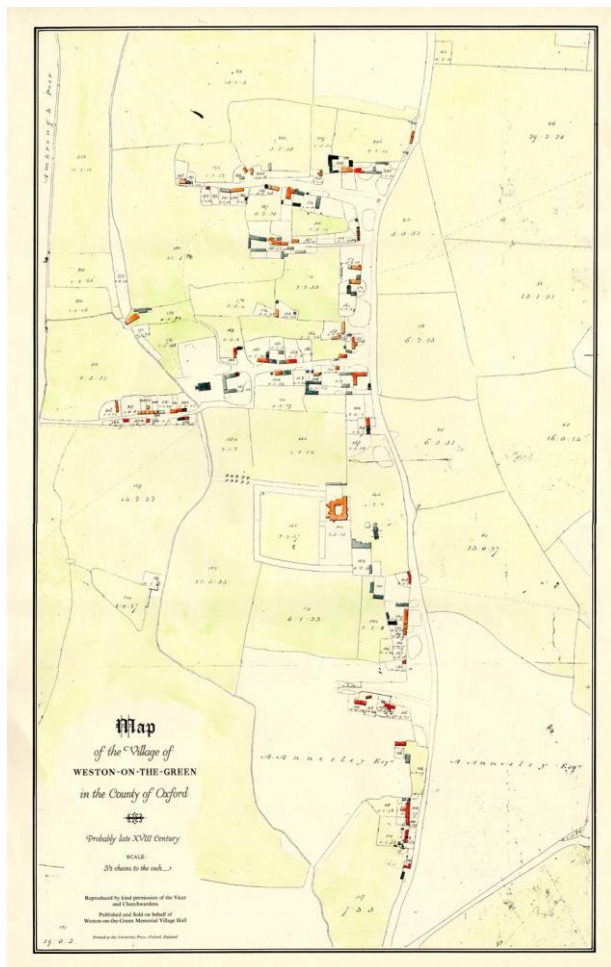


Figure 7: Weston-on-the-Green late 18<sup>th</sup> century map (reproduced from the Weston-on-the-Green archive, with kind permission of P. Hessian)

### APPENDIX 3

Cherwell District Council's Conservation Area Appraisal (June 2009) identifies six 'character areas' which derive from the historical development of the village (Figure 8).

These are:

- The Church character area
- Weston Manor character area
- The Farms character area
- Village Core character area
- The Street character area
- The Village Landscape character area

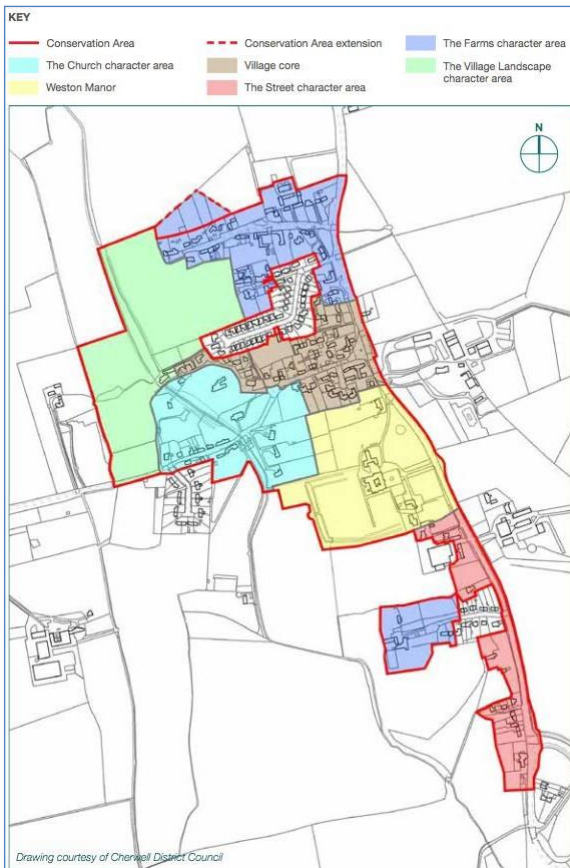


Figure 8: Character areas (from Weston-on-the-Green Conservation Appraisal 2009)



## APPENDIX 3

### 2.3 PATTERN OF DEVELOPMENT IN THE VILLAGE

From the early 'village confines' pattern of the 16-17th centuries, major growth in the village has come in two forms: the addition of over 40 bungalows in the mid-1960s (which had a large impact on the village in terms of increased population and the on-traditional layout) and the smaller developments of three or more houses in groups – Knowle Lane in two phases (pre-1800 and then some further houses in the 1930s, 1940s and 1960s), Church Close (1950s), Ladygrass, CopperMill and Monk's Walk (1973), Shepherds Close (1980s), Village Farm Court and Blacksmiths Close (1990s) and Oxford Court (2000s). Individual development of small pieces of land for dwellings e.g. along the road between the Ben Jonson and Hazel Cottage (from early 19th century through to late 20th century), conversion of redundant community buildings (e.g. school, Methodist chapel), to 'Stoneyfield' in North Lane (2014).

The village now has a range of building types: some of traditional vernacular style dating back to the 16-17th century whose footprint can be seen on Figure 7, the 18<sup>th</sup> century map; some could be described as 'one off' design; others typical of estate developments of the 1960s and later. However, on balance, the character and feel of the village has been maintained around the original 'village confines' layout and many of the historical features are preserved and still in use. Crucially, this collection of fairly modest dwellings grouped along one side of the main road and along four side roads, three of which are cul-de-sacs but connected by village footpaths across the 'back' of the village, has been maintained through the 20th century development. The key patterns of building form which characterise the village are identified on a survey drawing at **Appendix I**. Figures 9 and 10 provide a summary of characteristics identified below:

#### Street pattern and alignment

The historic lanes are made up of long, straight segments with small deflections hiding the long distance views which are revealed as the viewer passes the point of deflection. Dwellings located on the east-west lanes/road are no more than one or two turns (junctions) off the Northampton Road creating a highly 'legible' form (Figure 9). On the main road through the village (running north-south), just 21 houses border the B430, generally set well back behind deep gardens and wide verges. The remaining 90% of the village lies on the winding lanes extending west.

A number of key positive views in the village and extending into the rural borders are important assets which should be protected (see Appendix G and H for more detail). Some internal vistas could be improved, namely those cast into the once agricultural farm areas which now tend to be used for light industrial and storage purposes (Figure 10).

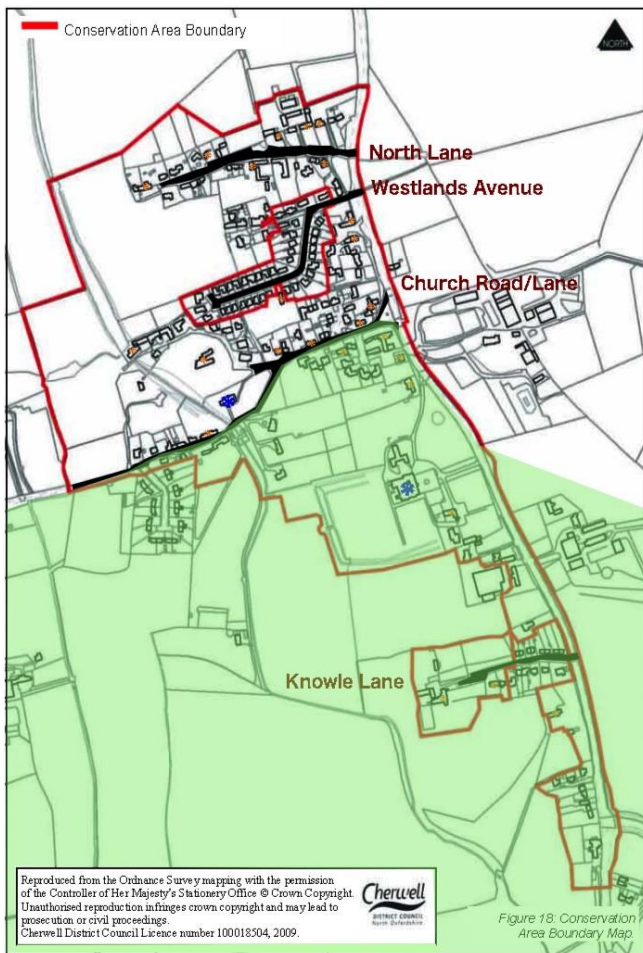


Figure 9: Conservation Area Boundary and listed buildings: Grade II (orange) except those marked in blue which are Grade II\* (Courtesy of Cherwell District Council). The area in the Green Belt is shown.

APPENDIX 3

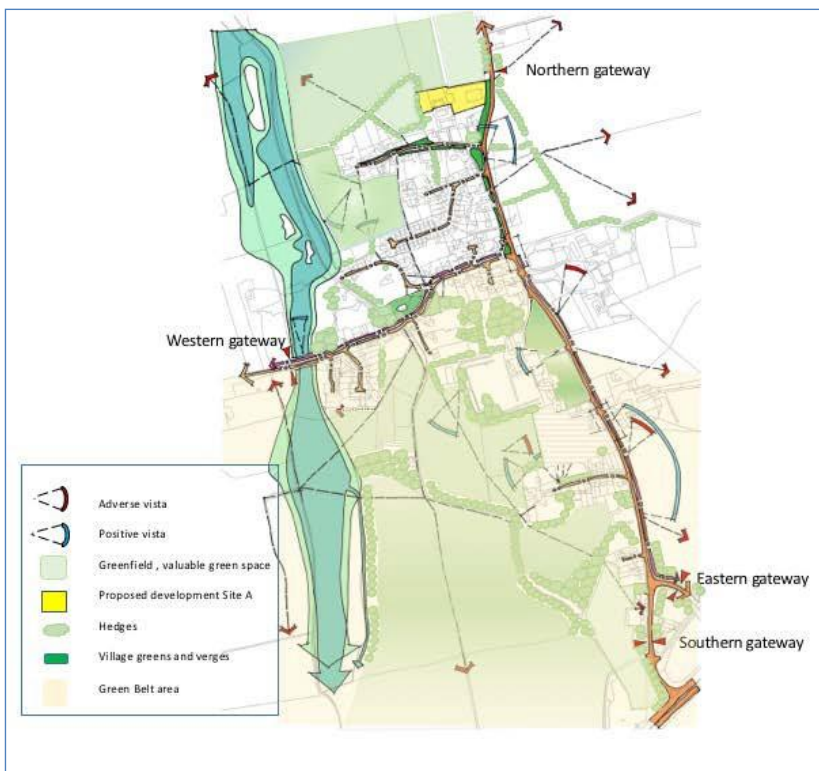


Figure 10: Key characteristics of the village showing positive and adverse vistas from viewpoints; village entry points; open spaces within the village envelope; hedgerows, verges and greens. (Map Crown copyright, all rights reserved; annotations courtesy R. Evans & S. Daenke)

## APPENDIX 3



*Figure 11: The junction of Church Road and the Northampton Road creates a memorable space.*

- **Focalpoints**

The street pattern creates focal points at the junction of Church Road and Northampton Road (Figure 11) and also the junction of Church Road / Church Lane / Mill Lane.

- **Gateways**

'Gateways' are the visual entry points into the village: from the south at The Chequers public house, from the north at the Great Oak on the junction of North Lane and the Northampton Road, from the west on crossing the flood plain at the end of Church Lane and from the east via the A34 overpass.

- **Enclaves**

Residential or business enclaves have been created from former farmyards. Such developments include Village Farm Court, Blacksmith's Close, Oxford Court, Shepherd's Close and are generally good design solutions to infill sites.

## APPENDIX 3



Figure 12: Example of building frontage set directly against public grass verge.

- **Building frontages and boundary walls**

Most of the village housing is either built directly against a lane or verge, forming a continuous building frontage (Figure 12), or set back from the street with a low stone front boundary wall or hedge delineating the edge of the property. This combination of continuous frontages and buildings set back behind boundary walls and hedges is a key characteristic of the village (e.g. Figure 13).



Figure 13: Small landmarks or 'marker' buildings are created where gables front the street (Bramble cottage)

- **Landmarks and 'marker' buildings**

The principal landmark buildings are the Church of St Mary the Virgin and Weston Manor Hotel. There is also a large number of lesser landmarks which because of their siting or a prominent gable, create memorable places within the village (e.g. Figure 13).

- **Key view and open vistas**

## APPENDIX 3

There are a number of memorable vistas across the surrounding countryside; every lane emerging onto the Northampton Road affords such a vista over farmland to the east.

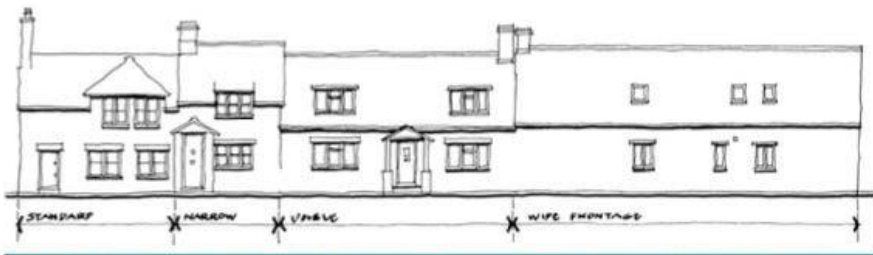


Figure 14: Four cottages – the informal rhythm of the elevations results from a variety in plot widths (North Lane)

- **Variation in plot widths**

Terraces with a continuous building frontage typically have a variation in plot widths, lending an informal street frontage which expresses the character of the individual homes (e.g. Figure 14).

- **Shallow building depths**

The vernacular buildings typically have stone walls and are a single timber beam span in depth. For a given roof pitch, the ridge is therefore lower than on deep-plan buildings.

- **Roof pitches** Roof pitches reflect the original roof covering: 50+ degrees for thatch, 40+ degrees for clay tile or stone slates and 35 degrees for Welsh slate.

- **Eaves heights**

The eaves height of the vernacular cottages or barn conversions are typically lower than modern housing and this gives a more intimate scale compared to more recently built streets (e.g. Figure 14).

- **Materials**

The predominant materials are local stone walls; tile, slate or thatch roofs and granite streetscape details. A more comprehensive list is provided in the Design Code at **Appendix A**.

## APPENDIX 3

Understanding the characteristics of the village is important in designing new development. Since much of the village is within either the Conservation Area where there are a number of listed buildings (see Figure 9) or the Green Belt (Figure 10), it is important to preserve and enhance the character of the area. There are some areas where a different approach may be appropriate – for example where there are existing detrimental views or intrusive activities there are opportunities for new development to change the character by introducing new character that has a positive impact on its surroundings.

### 2.4 LANDSCAPE SETTING AND GREEN SPACES

Weston-on-the-Green has a rich historic environment with 33 listed buildings, a conservation area and potential archaeological interest, and its rural character is maintained by views into the open lowland landscape on the west, north and eastern sides of the village. There is, therefore, potential for new development to have significant effects on the heritage assets within the village, depending on where the development takes place. Much is made in the Conservation Appraisal of the open verges which characterise parts of the village, mainly in the northern half. However, aside from these, the village has little public space other than the playing field on Church Lane. Therefore the preservation of the open spaces in the village, which are under threat from inappropriate development or use for parking, is important to conserve the character of the village and the rural setting beyond the boundaries.

In Weston-on-the-Green, there is a 'potential priority habitat' namely that part of - ~~area~~ the area known as 'the Schoolfield' that lies within flood zones 2 and 3. This forms a link between existing preserved areas of rich biodiversity in the parish, including the Weston Fen SSSI, the ancient woodland Weston Wood, and the adjacent Conservation target areas of Otmoor and Kirtlington and Bletchingdon Park and Woods (see Figure 16).

Additional to the policies and actions in this Plan, it is the intention of the Parish Council to oversee or to ensure that the Green Spaces and priority habitats are suitably managed, to maintain and enhance biodiversity and, where possible, to create new habitats for wildlife. This includes the valuable areas this Plan proposes to protect (see policy C1 and Appendix F) and the areas designated as Local Green Spaces (see Appendix G). We will make clear that

## APPENDIX 3

policy ESD10 of the Local Plan is rigorously applied to all the open green spaces and areas which have heritage assets in the village. A management plan will evaluate and identify strategies to promote the restoration of wild plants and habitats in open areas such as meadows; look at ways to support biodiversity on the Churchyard (Wildlife in Churchyards Guidance Note, Church Buildings Council, section 55(1)(d) of the Dioceses, Mission and Pastoral Measure 2007); manage and create hedgerows and improve the village ponds to protect freshwater wildlife.

**Designated Local Green Spaces:** Weston-on-the-Green is characterised by its setting in an agricultural countryside and also by retained green spaces within the village. A number of areas were identified in the Conservation Appraisal 2009 as important green spaces. These included: North Lane ponds and grass verges, the iconic oak tree at the intersection of North Lane and the B430, the open grass area and verges on the B430 frontage to the Ben Jonson public house, the green and village stocks, St Mary's churchyard.

A recent reappraisal by the Neighbourhood Plan Steering Group identified additional areas of special character which we feel justify designation as Local Green Spaces according to the criteria laid out in the NPPF.

These are I: Weston Manor grounds fronting the B430; II: the Stocks situated on a small green at the junction of Church Road and the B430; III: St. Mary's Churchyard and IV: the playing field. All of these spaces are important to the character of the village and are proposed as Local Green Spaces in Policy E5 of this Plan. The identification of the designated NP Local Green Spaces (sites I - IV) is shown in Figure 15 and their evaluation against the criteria set out in Paragraph 77 of the NPPF are included in **Appendix G**.

**Community Amenity Space:** We have identified a 'priority habitat' area known as the Schoolfield (Area B) that we propose for protection as an ancient lowland meadow. (See Policy C1 of this plan). Additional open areas of green space which are of particular value to the character of the village are also shown (Figure 15; e-h. Note the site shown as h is also Area B which is the subject of Policy C1)



APPENDIX 3

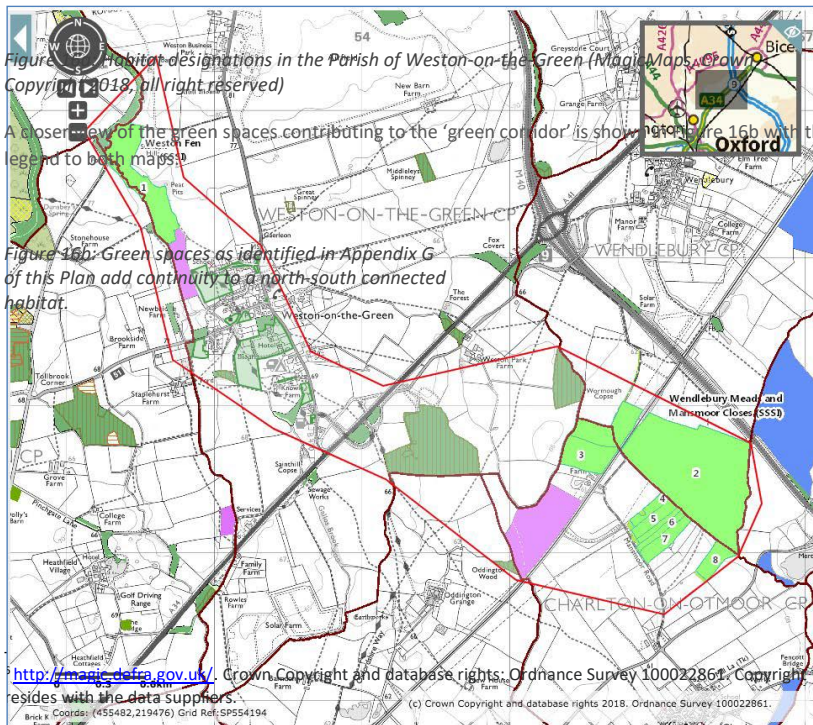


Figure 15: Important green spaces (e-h) and new designated Local Green Spaces in this Neighbourhood Plan (I-IV): A full appraisal is given in Appendix G (Map: Ordnance Survey 2018. All rights reserved)

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 Alter the figure so that (1) the green spaces within the village (a to g) are a different colour to the LGSs and (2) Areas A to I and h are in same colour as each other but in a different colour to the other categories on the figure.



### APPENDIX 3

A key aim of the Neighbourhood Plan is to conserve and increase biodiversity in the parish environment and to support this through our Plan policies. As mentioned, the broader parish area contains and is adjacent to SSSIs and other important habitats. Figure 16a shows the designated habitats bordering the village which lie within the largely agricultural landscape. The importance of connected habitat corridors to maintain biodiversity and support natural species has been highlighted by ecological consultees and can be accessed via data available via Natural England. The habitat corridor which links important sites and traverses Weston-on-the-Green parish north-east to south-west is highlighted with a red boundary marker (see Figure 16)<sup>6</sup>. This Plan seeks to further support the connection of a north-south habitat corridor (from Weston Fen SSSI to Wendlebury Meads and Mansmoor Closes SSSI, shown bordered in red) by the protection and conservation of important and designated green spaces in the village. Figure 16b illustrates how the village green spaces identified in Appendix G of this Plan will extend and strengthen this corridor.



### APPENDIX 3

#### Legend to Figure 16: Habitats

-  Good quality semi-improved grassland (Priority habitat inventory, England)
-  Lowland meadows (Priority habitat inventory (England))
-  Open spaces within Weston-on-the-Green village that contribute to the habitat corridor
-  Parish administrative boundary

SOCIAL AND ECONOMIC BASELINE  
STUDIES **3**



## 3 SOCIAL AND ECONOMIC BASELINE STUDIES

The current issues that were considered in producing this Plan included:

- . **Housing**
- . **Access to/from and around the village**
- . **Environment and sustainability**
- . **Design quality**

An overview of these issues, around which consultation was sought, is set out below. The evidence base for **Section 3** is presented in **Appendix D and E** to this Plan (Social and Economic Profile of Weston-on-the-Green and Community survey data).

### 3.1 HOUSING

The parish of Weston-on-the-Green recorded a population of 523 people in the 2011 census and this has changed little since those data were collected. A review of available housing in the parish reported by the Office for National Statistics<sup>7</sup> and data collected specifically for this Neighbourhood Plan in 2015 demonstrated:

A high level of home ownership (83%) with low numbers of social and privately rented housing;

A median residency term approaching 20 years and few properties available for potential purchasers or tenants;

A high proportion (76-82%) of larger dwellings of 3 or more bedrooms, 49% of which are detached houses with gardens;

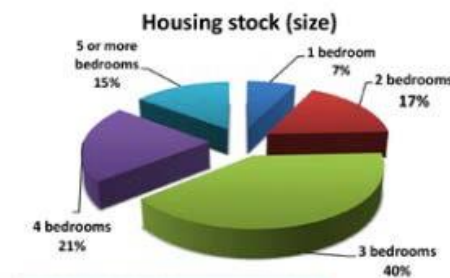


Figure 17: House sizes in the village

Higher median property value (£344,995) compared with the regional median in Cherwell District (£220,000 recorded in 2011). In 2016, the average house price from sales in the

<sup>7</sup> Office of National Statistics [www.ons.gov.uk](http://www.ons.gov.uk)

### APPENDIX 3

village was close to £500,000.

Data from the Surveys reported in Appendix E of this document recorded the current occupancy of houses in the village:

Fig A9 (Appendix E) shows that data from Survey 1, confirming data from the 2011 census, recorded the majority of households with 2 occupants (51%). These survey data also showed that 56% of occupants >65 years were living with another in the same age group. Figure 18 shows numbers in each age group living alone, with one other or more than one other. Most >65s are in the 2 per household category.

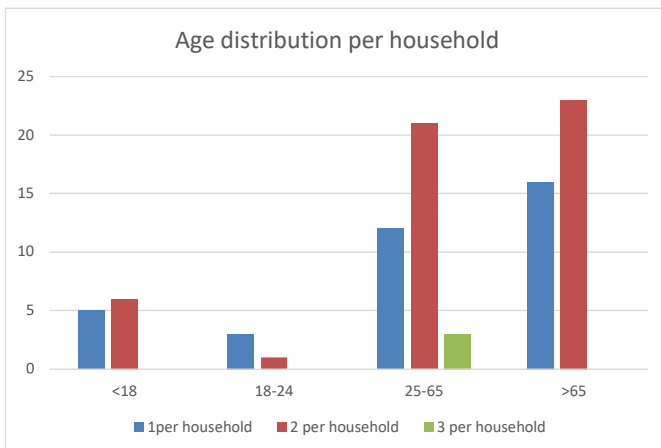


Figure 18: Age distribution per household

This points to many older residents occupying larger (31 of 67 (46%) were 4 bedroom) detached houses of high value and 39 of 90 occupants recorded in the survey were >65 years (43%);

4 of 90 surveyed occupants were in the 18-24 years range (4.4%) and 38% of survey respondents from all age groups wanted new housing for young families to be part of the Neighbourhood Plan policies.

## APPENDIX 3

### CALCULATED HOUSING NEED FOR WESTON-ON-THE-GREEN

Based on the information gathered on the current and future populations, the housing needs for the village were calculated as follows:

1. **An objective of 15% growth in new housing in the period 2017-2031 = 38 new houses needed based on the survey data. This is reasonable to achieve based on the current expected growth in the region and the present housing expectation from Category A villages in the Local Plan.**
2. **The profile of housing needed is stratified as follows:**
  - a. **Provide housing for an increased 20-35 age group in the village (9% increase or 46 young residents) = 6x1-2 bed (16%) and 9x2-3 bed houses (24%);** housing is required that is attractive and affordable for younger people. The objective is to attract young families to the village and increase the proportion of the residency in the 20-35 age group to 40% by 2025. In the 2011 census, the proportion in this group (for Weston-on-the-Green) was 37% but has since fallen to 31% in 2016. To achieve 40%, we estimate at least 15 new affordable smaller houses need to be built in the village (assuming 2 young occupants per new house);
  - b. **Provide housing for retirees and downsizers = 5x1-2 bed (13%) and 6x2-3 bed (16%);** housing suitable for downsizing retirees or those in the >65 years age group who require some care support, is needed. 18 of 50 (36%) survey 1 respondents said they would need assistance to stay in their existing home, and 28% wanted single occupancy homes to be made available. To accommodate the needs of this age group, which is projected to increase within the term of this plan from 32% recorded in the 2011 census to 52% in 2037 (Population Estimates tool, Office of National Statistics 28/4 2016), at least 11 houses meeting these needs are required.

**Totals: 1-2 bed = 11 houses (30%); 2-3 bed = 15 houses (40%); 3-4 bed = 5 houses (25%); 4 bed or larger houses = 1 (5%).**

~~**Of these, 23 (60%) should be affordable housing (i.e. 23 of the 26 1-3 bed houses) that are targeted to the age groups described above.**~~

Of these, at least 35% (or such higher figure as is fixed in local policy) shall be affordable housing as defined in local and national policy.

## APPENDIX 3

Of the 20 houses approved on Site A, 7 fall into the affordable smaller homes category. At the moment, 20 houses is sufficient growth for the village given the present issues around lack of public transportation to/from the village.

Other development sites that come forward must fulfil the criteria in this Neighbourhood Plan including, crucially, being well connected with the village. The Parish Council would support development on exception sites in the Green Belt if it could contribute to affordable housing (Policy Villages 3 of the Local Plan). Subject to all planning consents, one site in the village (see HELAA 229 in Appendix F) could provide 18 extra houses if appropriate conditions are met. Windfall housing, which falls within Policy Villages 1 of the Local Plan, may add housing incrementally, but sites will be rigorously measured against the policies in this Plan. Since more than half of the village is included in the Green Belt, this is a significant constraint and development particularly taking account of the policies regarding character and intensification in the part of the village that is outside the Green Belt.

### 3.2 ACCESS TO/FROM AND AROUND THE VILLAGE

Weston is a small compact village which in principle should be easily walkable. However key facilities in the village are disconnected by lanes and roads where heavy traffic dominates narrow road spaces and footways are not available for pedestrians. Church Lane between St Marys Church and the playing field is particularly identified as a pedestrian hazard. Although public footpaths connect areas of the village across the western fields, these are not accessible to all or in poor weather conditions.

The village has a cycleway which is part of the Sustrans National cycle network but this is limited to a short stretch of the B430, is poorly connected to other routes and is badly neglected.

As of July 2016, there is no direct public transport option to/from the village as the only direct bus (Thames Travel 25 service) was withdrawn due to funding cuts from Oxfordshire County Council. At present there is no alternative public service in place except for a bookable and relatively expensive door-to-door service.



## APPENDIX 3

### 3.3 EMPLOYMENT

The village has few working farms now and a high proportion of residents commute out of the village for work. There are a number of well established businesses in the village, operating from converted buildings within or on the edge of the village, or from the Weston Business Park, situated approximately one mile north of the village along the B430. In addition, there are many residents who work from home in full or part employment. RAF Weston-on-the-Green maintains its own company of staff which provides adventure and force development training through parachuting.

### 3.4 CURRENT PROFILE OF THE PARISH

Full details of the data recorded for the parish, including data from the 2011 census and information gathered by survey of the villagers in 2015-16 is provided in **Appendices D** and **E**.

#### Population

The 2011 census showed 523 inhabitants of Weston-on-the-Green parish (recorded from 218 households). The age distribution of Weston-on-the-Green is skewed with relation to neighbouring parishes and the larger county areas, with a high proportion of residents aged 60 plus.

The present skew in the parish towards an ageing population exaggerates the national trend in rural areas, while the 0-15 age group is predicted to fall further. This presents a significant challenge in providing adequate community-level support and public services for the village demographic.

## APPENDIX 3

Population structure in 2011: Proportion of residents per age group				
Age Groups	Weston-on-the-Green	Cherwell District	Oxfordshire County	Neighbouring Villages Bletchington, Chesterton, Kirtlington (averaged)
3-5 Years	4%	7%	6%	5%
5-11 Years	7%	2%	2%	6%
11-18 Years	8%	6%	6%	10%
18-25 Years	5%	8%	10%	7%
25-60 Years	44%	49%	47%	46%
60 plus	33%	15%	16%	25%

Table B: Population structure of Weston-on-the-Green compared with related regional figures. (2011 UK Census data, Office of National Statistics [www.ons.gov.uk](http://www.ons.gov.uk))

### 3.5 SOCIAL AND ECONOMIC PROFILE

Weston-on-the-Green is an affluent village with a high level of employment and a high educational profile. The village retains several working farms and businesses that employ local people, and there is a thriving 'work-from-home' community. However, the majority of employed residents commute to their workplace outside the village, some considerable distances. The skewed population age range means that the number of retired residents is higher than the Cherwell District average.

## APPENDIX 3



Figure 19: Business sites in the Plan area (Crown copyright. All rights reserved)

### 3.6 HOUSING STYLES

The size of Weston-on-the-Green has fluctuated during the time period 1665 to present when both the number of households and the population was recorded. However, until the 1950s, the number of households was fairly constant at around 100. In the second half of the 1900s, the number of houses increased with the Church Close and Westlands Avenue developments, which together provided about 80 new homes within 15 years. During this time, the population also rose from around 350 in the 1930s to 523 at the 2011 census.

The housing styles visible in the village clearly represent the periods in which they were built

### APPENDIX 3

(see **Figure 20**). There are many 17th-18th century stone and thatch cottages and some grander buildings (the Dower House). More substantial buildings surviving in the village from the early-mid 19th century are less common (Prospect House, the Schoolhouse, Jubilee Cottage), possibly reflecting the drop in population between 1850-1920. More recent styles are the bungalows in Westlands Avenue and the new builds on Gallosbrook Way, both 20-21st century developments.

The 2011 census recorded a stable resident population with a median residency period of 18 years. With high owner-occupancy, the housing stock in the village has a low turnover providing few opportunities for incoming residents. The recent village survey figures show a predominance of larger houses (most houses are three or more bedrooms) and few rental properties and affordable homes. Almost half of all properties are owned outright and have been in the same ownership for many years.

The average house price in the village is some £120,000 above the Cherwell District regional average recorded in 2015 at about £500,000. This makes the majority of housing unaffordable for younger families and single occupants, even as housing is rarely available to purchase.

In 2011-2012, fewer than 11% of houses built in the South-East region were constructed as part of a Housing Association or Local Authority scheme, representing affordable housing at entry level. The present housing stock in the village clearly is inadequate for the existing population make-up and for a future which aspires to attract new families to the village, and this issue has significantly shaped the objectives and policies in this Neighbourhood Plan.

## APPENDIX 3



Figure 20: Representative housing styles in the village

### 3.7 EDUCATION

Weston-on-the-Green had a village school from 1855 to 1984 at which time it was closed. There are no educational facilities in the village except for one nursery school on the Weston/Wendlebury parish boundary, 1.5 miles distant from the village centre (see **Figure 21**). Children of school age attend a number of local schools ranging from 2.5 to 5.5 miles distant, or commute longer distances to schools, for example to Oxford. Of concern is the common over-subscription of local schools where places are in short supply. There are no plans to build a school in the village.

### 3.8 COMMUNITY

As a small village, Weston has limited but well used community facilities. They include the Church, the Memorial Village Hall, the shop and post-office, the playing field, two public houses and a small village green. There is no allotment space.

APPENDIX 3

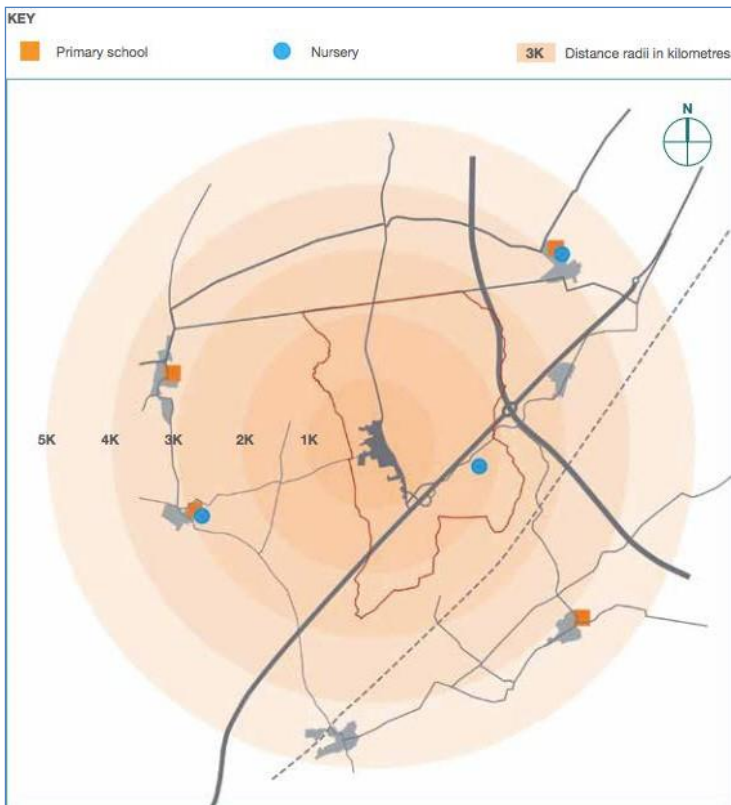


Figure 21: Distances to existing nursery and primary schools within a five kilometre radius.

CONCERNS AND ASPIRATIONS: ISSUES  
ARISING FROM THE CONSULTATIONS **4**



## 4 CONCERNS AND ASPIRATIONS: ISSUES ARISING FROM THE CONSULTATIONS

The consultations associated with the building of this Plan identified key concerns and aspirations for the future of the village. These were developed into objectives and where appropriate, into policies of the Neighbourhood Plan, as presented in **Section 5** of this document. The following comments and concerns were noted, and the aspirations (**A1-31**) listed:

### THEME 1: VILLAGE CHARACTER AND ENVIRONMENT

The history of Weston-on-the-Green is a cherished asset that forms an important foundation of the current village form and environment. There is a strong wish to preserve the historic features of the village, namely the vernacular building styles, the Church, Memorial Village Hall, the stocks, the ponds, the Manor, the pubs and the farming heritage. Preservation and conservation are important ideologies that should safeguard the heritage assets in the village. Residents noted the tranquillity of the village at weekends and holiday periods when traffic was less intrusive and its loss during the busy commuting times when traffic noise levels were raised. Some of the important features of the village are being lost, partly because of inappropriate development in the recent past, and while embracing change that will support the future needs of the village, these changes should not be at the expense of its historical legacy. The village should remain as a compact group of related dwellings while continuing also to relate to the open countryside on its boundaries and be attractive for residents and visitors.

- A1: Preserve the historic character of the village;**
- A2: Restore safe access around the village so that the key facilities can be used by all.**

Crucially, it is important for the majority of villagers that the existing ‘village confines’ should be maintained to preserve the outlook from the residential spaces into the open vistas bordering the village, thereby maintaining the rural character and charm of the area. ‘Dormitory and linear development’ were major concerns, both of which would detract from



## APPENDIX 3

the village centre and the sense of community.

**A3: Maintain the existing 'village confines' area and resist a linear extension of the village along the B430 and encroachment into the rural boundary areas around the village.**

### THEME 2: HOUSING AND LAND USE

Weston-on-the-Green has increased in size incrementally and slowly, with only one major development in the 1960s (Westlands Avenue) which added 60 new dwellings, a 30% increase at the time. As a result of data gathered in the Village survey (Appendix D) the Neighbourhood Plan supports a further 15% growth over the period to 2031. 8% growth will be met immediately with **Site A** (Southfield Farm) which already has planning approval.

Priority would be given to previously developed land that is within the 'village confines', delivering homes that meet local needs. A further 12% growth could be supported on two sites in the Green Belt that could meet both the Local Plan policies and the policies and Design Code in this Plan. However these sites are within the Green Belt which bisects the village at Church Road (see Figure 9). The Local Plan policies (BSC2, ESD14 and Policy Villages 1) seek to retain the Green Belt land and protect it where possible unless exceptional circumstances can be demonstrated which may permit development.

The village includes a diversity of building styles spanning the period from the 12th century (Weston Manor), the 17-18th centuries (stone and thatch), the 19th century (e.g. Prospect House and Jubilee Cottage) and through to the 20th and 21st century. Housing has grown incrementally over the years until the 20th century when the first of the uniform estate developments was built (Church Close followed by Westlands Avenue). The consultations revealed a consensus view that new developments should be on a scale that does not impact adversely on the existing character mix of housing. Therefore, developments that present a dominant style on a single site are not favoured. New housing should be of a style and layout and of an appropriate scale to sit easily with the existing local setting. Sites are shown on Figure 22.

Developments on the edge of the village have been deeply unpopular and vigorously

## APPENDIX 3

opposed. Development pressure at these sites has been driven by the designation of the south half of the village as Green Belt, which restricts development. The main growth in housing has therefore been concentrated to the north of the Green Belt boundary, which aligns with Church Road, Church Lane and the Bletchingdon Road (see Figure 5). Rather than extend housing beyond the existing 'village confines' which will erode the areas bordering the 'village envelope', sites within the 'village confines' are more consistent with the wishes of the village. In addition, development puts pressure on the existing infrastructure of the parish and previous evidence of flooding and water management issues in the village confirm that it is essential for developers to engage with Thames Water to ensure that the demand for water and sewage treatment infrastructure can be met and surface drainage requirements and flood risk is properly assessed. The National Policy Statement for Waste Water<sup>8</sup> states that adequate water and wastewater infrastructure is a requirement for sustainable development.

**A4: No large-scale housing developments should be allowed in the village;**

**A5: No 'satellite' or 'dormitory' housing development should be supported outside the 'village confines', nor 'ribbon development' along the B430 ;**

**A6: Keep new housing to the west of the B430, maintaining the open rural spaces on the eastern side;**

**A7: New house styles should be in sympathy with the village character e.g. the Gallosbrook Way is considered an acceptable example of new housing which does not jar with the historic environment;**

**A8: New housing should support young people with limited means, older people and young families e.g. an appropriate mix of housing types should provide for the existing and future population of the village;**

**A9: The siting of new housing should not increase traffic problems in the village;**

**A10: New housing should be energy efficient and should adequately plan for the expanded load on water management infrastructure;**

**A11: New housing should be laid out with a variety in density, layout, building orientation and sizes to reflect the local building styles and materials must also respect and positively contribute to local distinctiveness.**

<sup>8</sup> National Policy Statement for Waste Water 2012, ISBN: 9780108511486.

## APPENDIX 3



### THEME 3: COMMUNITY AND ECONOMY

The village grew around a working agricultural community. The latter part of the 20th century saw local employment much diminished and a pattern of commuting established. Today, there are businesses of all sizes and a large number of home-workers which means that the village is populated during the working day again and there is a demand for local shops and services.

**A12: Local employment should be encouraged.**

Currently, the heart of the village is underused in spite of the fact that Weston-on-the-Green is home to more than 90 businesses and 37% of households have residents who work from home for all or part of the week. Combined with a high proportion of retired people, this means that up to 50% of the population is village-based during the working day. Compared with commuter villages, this is a real asset, which provides an opportunity to promote and expand the use of local shops and services, including the existing shop/post office, focusing these activities at the centre of the village.

- A13: Local retail and community services should be expanded to support the local resident population and businesses e.g. ;**
- A14: Internet and mobile phone access should be improved to bolster businesses;**
- A15: Access to/from the village to outlying business sites (RAF airfield, Kelberg, the Flight House, Weston Business Park, Bear Necessities Nursery) should be improved.**

Enhancement around the village centre and upgrading of village facilities such as the playing field, playground and village ponds would make Weston-on-the-Green a more attractive destination. Improving access to footpath walking routes, the historic village features and making use of nearby formal attractions (Blenheim Palace, Rousham Park, Oxford) would make the village more visitor-friendly and boost village retail and catering businesses, hotel and pubs. Weston Manor, which is both a historic icon in the village and a major employer, can play a valued role in meeting these aspirations. A high priority for families with children is to establish a village recreation area that has a safe access route. The existing playing field

### APPENDIX 3

and playground is reached from the vast majority of the village by Church Lane leading onto the Bletchington Road. Footpaths connect with Church Lane but the crucial last distance to enter the playing field is by walking on the road surface on a single width section of the road. With parked vehicles and traffic volume and congestion, this is a dangerous stretch of road that deters many families from using the facilities. It is difficult to see a remedy to this as many historic cottages along Church Lane are built up to the road edge, making it impossible to provide a footway for pedestrians. Therefore, the identification of new space in the village that can be made available for recreation is a priority and Area B has been identified that could provide a safe open space that can be used for passive appreciation of the rural setting and its natural habitat. A draft plan for Area B for the establishment and management of an amenity space, has the strong support of the Parish Council. As a matter of principle and policy, all development should seek to provide a net gain for biodiversity in the local area, thereby positively contributing to the network of green spaces that link wildlife corridors county-wide. A separate site will be sought for allotments, for which a previous call for land allocation in 2014 was unsuccessful. Traffic management schemes are also essential to reduce the impact of traffic on residents and users of village facilities.

Cherwell has the largest expected level of population growth in Oxfordshire at 27,240 stated in the Local Plan. The impact of this on health services that also serve the small villages is considerable. The recommendation of the Oxfordshire Primary Care Commissioning Committee is to allow S106 Planning obligations to fund the expansion of existing health facilities as well as fund new ones<sup>9</sup>. In addition, isolated villages have special needs such as rural loneliness, transport to surgeries, remote health monitoring and other community support facilities. These needs must be taken into account for new development of any scale (e.g. 10 or more houses).

**A16: The village centre facilities should be more flexible with improved retail opportunities;**

**A17: Playground facilities need better access for children and family members and should be improved to include a clubhouse and new features. The designation of a new safely accessible recreational area in the village would be supported for purposes distinct from those already available;**

<sup>9</sup> Primary Care Estates July 2017: Oxfordshire Primary Care Commissioning Committee Paper No 6, Appendix 1 'Health needs associated with Housing need'.

### APPENDIX 3

**A18:** An allotment ground should be sought;

**A19:** Local expansion of health and social support services for an expanded population should be a condition of planning approval, with consideration of S106 contributions to fund these;

**A20:** Better information should be provided on the accessible features of the parish (walking trails, cycle paths, historic features, bridle paths and nearby tourist destinations) to encourage healthy transport options;

**A21:** The ancient open areas bordering the village should be conserved and biodiversity should be protected and enhanced.

## APPENDIX 3

### THEME 4: TRANSPORT , HIGHWAYS, FOOTPATHS/WAYS

The high volume and speed of traffic through the village, and the loss of public transport options to the village is the issue that unites the villagers as the main concern for the future. The impact of traffic on the entire village is significant and this led to the large number of specific concerns regarding its future management.

**A22:** B430 speed limit should be reduced to 30mph through the village;

**A23:** Traffic calming measures should be introduced subject to the outcome of the statutory consultation;

**A24:** Speed on the lanes radiating from the B430 should be reduced to 20mph;

**A25:** The weight restriction for heavy lorries should include both directions on the B430, except when in use as a diversion route for the A34;

**A26:** The stocks junction should be remodelled to slow down and manage high volume commuter traffic on Church Road and Church Lane;

**A27:** Pedestrian crossings are needed across the B430 to allow access to commercial premises on the eastern side;

**A28:** Footways for pedestrian access around the village need extending and upgrading;

**A29:** The cycle path needs extending and upgrading (should be extended up to RAF airfield and Weston Business Park);

**A30:** Parking areas need better management in the village centre, and green verges should be reinstated where existing parking has destroyed their integrity;

**A31:** Some form of public transport must be reinstated for the village.

The Parish Council is aware that central funding is not available to address the aspirations above and are committed to a long-term plan to make improvements incrementally as funding allows.

Some of the concerns and aspirations listed here and arising from village consultations are outside of the scope of the objectives or the Neighbourhood Plan policies. However, they show the depth of feeling of the community to make improvements to the village and the

### **APPENDIX 3**

real concerns for the future. The Parish Council is aware that central funding is not available to address the aspirations above and are committed to a long-term plan to make improvements incrementally as funding allows.

# A VISION FOR WESTON-ON-THE-GREEN: OBJECTIVES AND POLICIES **5**





## 5 A VISION FOR WESTON-ON-THE-GREEN: OBJECTIVES AND POLICIES

Weston-on-the-Green grew slowly over a millennium to become a working village based around four farms by the mid twentieth century. During the closing decades of that century local employment declined and Weston became a largely commuter village. Today, the village economy has come full-circle with over 70 local businesses and many residents working part of the week from home following the internet revolution. As a working village, there is demand for local services, an acceptance that modest growth will bring benefits, but also an insistence that new development shall be appropriate to the character of the village and that intrusive traffic – particularly that which threatens pedestrian safety – shall be calmed.

The overriding principle of the NPPF is that of sustainable development, which is generally taken to mean ‘meeting the needs of the present without compromising the ability of future generations to meet their own needs’.

The NPPF identifies three key elements of sustainable development:

- 1. economic** - contributing to building a strong, responsive and competitive economy, supporting growth and innovation;
- 2. social** - supporting strong, vibrant and healthy communities, by providing a supply of suitable housing and a high quality built environment;
- 3. environmental** - contributing to protecting and enhancing our natural, built and historic environment, providing a biodiversity net gain for the area, minimising waste and mitigating the effects of climate change.

While the Cherwell Local Plan policies set the standards for sustainable development throughout the District, the Weston-on-the-Green Neighbourhood Plan supplements these policies to ensure that specific development conditions that are relevant to the local community overlay more general policies and can be implemented within Planning policy.

The adopted Local Plan requires high standards of design and building methods. Weston-on-

## APPENDIX 3

the-Green has a rich history which is reflected in many designs of exemplary quality and with notable vernacular features. This Plan seeks to safeguard the quality of any new developments within the designated Neighbourhood Plan area.

### DEVELOPING THE POLICIES

At an early stage of developing the Plan, feedback and opinion received from respondents shaped the objectives and policies presented here. Potential strategic development sites, identified in the Cherwell Housing and Economic Land Availability Assessment (HELAA, 2017) were considered during this process. The full HELAA appraisal of available land in Weston-on-the-Green is provided in Appendix F to this Plan. The assessment is used as an evidence base for the Cherwell Local Plan. The Neighbourhood Plan Steering Group also considered each of these sites in the light of the objectives and policies established and the outcome of these are recorded in Appendix F.

APPENDIX 3

Proposed housing development site and ~~exception site a potential grassland habitat in this Plan.~~

**Commented [CC2]:** Delete "Area B: community/ Neighbourhood Green Space (to be managed as a lowland meadow)" and the associated colouring and letter B.  
  
Show the exception site mentioned on pages 46 and 130 and label it "potential exception site".



Figure 22: Site A proposed in this Plan (see policy H1) and Area B (see policy C1).

5.2 THE NEIGHBOURHOOD PLAN POLICIES

Policies and objectives were established in the four themes to address the main concerns articulated by villagers during the consultation process. In each theme, policies are measured for consistency with policies in the National Planning Policy Framework (NPPF) and the Adopted Cherwell Local Plan (ACLP).

**Theme 1 – Village character and environment**

Objectives:

<p>O1: To respect and conserve the historic ‘village confines’ within its open countryside setting and preserve open spaces for the benefit of the whole village.</p>	<p>Small rural villages are surrounded by open areas bordering the ‘village confines’. These fringe areas are important buffers between the built-up village dwellings and the actively farmed agricultural land and support wildlife habitats and local access-ways.</p>
<p>O2: To maintain the rural character of the village, and its distinction from the more urban developments of Kidlington and Bicester.</p>	<p>We aim to protect the natural and historic boundaries to the village and the remaining green spaces that contribute to village character. New development should maintain the building character and rural context and protect public rights of way.</p>

ENVIRONMENTAL POLICIES

**E1: Development should provide a positive contribution to the locally distinctive character of Weston—on—the – Green and conserve important aspects of the setting of the village, in particular it should:**

- Recognise the importance of open space, rural character and important views;
- Achieve a biodiversity net gain for the parish including appropriate maintenance and expansion of green spaces;
- Implement a biodiversity measure for all development proposals; and
- Resist development outside the village confines along the B430 unless both (1) a

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### APPENDIX 3

need for further sustainable development in or next to the village has been shown to exist and the extent of land used for the development does not exceed that needed to meet the need and (2) it is shown that there is no more sustainable place where such development is deliverable.

~~Development should provide a positive contribution to the locally distinctive character of Weston-on-the-Green and conserve the setting of the village, in particular;~~

- ~~◆ Preserve existing and take every available opportunity to create new areas of open space to help retain the rural character and open areas of community benefit, including the preservation and enhancement of important views linking with the~~

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## APPENDIX 3

### rural landscape

- ◆ ~~Achieve a biodiversity net gain for the parish including maintaining and expanding green spaces that extend habitat corridors that link designated sites to the north and south of the Parish;~~
- ◆ ~~Implement a biodiversity measure for all development proposals;~~
- ▣ ~~Resist development outside the village confines along the B430;~~
- 

The use of biodiversity assessment indicators is explained in 'The UK Biodiversity Indicators 2017'<sup>10</sup>

**E2:** Development should preserve and enhance the green infrastructure and the natural environment of the area, ~~and where appropriate in particular:~~

- Provide new footpaths with landscaping to link existing rights of way or other green spaces;
- Value, preserve, support and enhance green infrastructure within the parish, including open green space, wild green space, allotment space, habitats in or on structures;
- Preserve hedgerows or create new ones;
- Create a pond or preserve an existing one;
- Plant trees characteristic to the local area to make a positive contribution to the local landscape;
- Use native plants in landscaping to provide nectar and seed sources for wildlife;
- Incorporate bird and bat boxes into the design of new buildings;
- Keep exterior lighting levels low to encourage wildlife;
- Use green roofs or walls to new or existing buildings where allowed;
- Preserve and manage potential grassland habitats by careful cutting or grazing and monitoring visitor numbers.

**E3:** Development that makes use of previously developed land will generally be preferred to greenfield locations. Inappropriate development of residential gardens will not be supported where it will detract from the character of the village or will have a negative impact on biodiversity, such as the loss of roosts and nests of bats and birds.

**E4:** Any lighting proposed should be designed to ensure that it does not cause visual

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<sup>10</sup> Jncc.defra.gov.uk/ukbi, 2017

## APPENDIX 3

intrusion, nor cause adverse effects due to light pollution.

**E5:** The distinctive wide grass verges between dwelling boundaries and the carriageway should be preserved and protected in the existing village landscape and the same pattern adopted in new developments.

**E6:** Four sites, the boundaries of which are shown in Figure 15, are designated as Local Green Spaces. They are:

I: Weston Manor grounds fronting the B430;

II: the Stocks situated on a small green at the junction of Church Road and the B430;

III: St. Mary's Churchyard ~~and~~

IV: the playing field ~~—see Figure 15 in this Plan) are designated as Local Green Spaces because of their significance to the character of the village should not be developed. Each space is considered to meet the pre-conditions set out in the NPPF Paragraph 77.~~

**E7:** New development will not be permitted on land designated as Local Green Space except in very special circumstances. ~~This policy applies to the four important open spaces designated as Local Green Spaces in policy E6 of this Plan. The effect of this policy is to provide Green Belt equivalent protection from development in that any proposal must maintain the essential open character of the space and must, in any event, demonstrate the exceptional circumstances for its justification.~~

We consider policies E1-E6 are consistent with each of the following:

NPPF – Para 17 “..ways to enhance and improve the places in which people live their lives; contribute to conserving and enhancing the natural environment;

NPPF – Para 57 “..plan positively for...public and private spaces and wider area development schemes.”

NPPF – Para 58 “ ..add to the overall quality of the area; establish a strong sense of place; includ[e] green and other public space as part of developments; respond to local character and history and reflect the identity of local surroundings”

NPPF – Para 70 “plan positively for the provision and use of shared space”

NPPF – Para 109 “..enhance the natural and local environment; protecting and enhancing valued landscapes; minimising impacts on biodiversity and providing

### APPENDIX 3

net gains in biodiversity where possible.”

ACLP – A9 “cherish protect and enhance our distinctive natural and built environment and rich historic heritage; maintain rural character where its landscapes, its vast range of natural and built heritage ..... define its distinctiveness.”

ACLP – BSC 10 “Consideration will be given to the need to designate Local Green Spaces in accordance with advice in the NPPF and NPPG.”

ACLP – ESD 10 “Protection and enhancement of biodiversity and the natural environment will be achieved; a net gain in biodiversity will be sought by protecting, managing, enhancing and extending existing resources and by creating new resources.”

ACLP – ESD 11 “Biodiversity enhancements sought in association with development could include the restoration or maintenance of habitats through appropriate management, new habitat creation to link fragmented habitats.”

ACLP – ESD 13 “seek to retain woodlands, trees, hedges, ponds, walls and any other features which are important to the character or appearance of the local landscape as a result of their ecological, historic or amenity value.”

ACLP – ESD 17 “Green infrastructure comprises the network of green spaces and features in both urban and rural areas including the following: ...natural and semi-natural green space, green corridors, amenity green space, children’s play space, allotments .... Churchyards, accessible countryside in urban fringe areas, ...woodlands, .... Green roofs and walls.”



## APPENDIX 3

### Green spaces and priority habitats

Policy ESD10 in the Cherwell Local Plan Part 1<sup>11</sup> recognises the value of SSSIs, ancient woodland, aged or veteran trees and priority habitats as valuable contributors to biodiversity and the recent report by Wild Oxfordshire<sup>12</sup> identifies specific areas of concern where habitats and wildlife are under threat. Areas adjacent to designated sites can form part of an overall ecological unit and provide important linkages. Also landscape features such as hedgerows, woods, trees, rivers and riverbanks, ponds and floodplains can be of importance both in urban and rural areas, and often form wildlife corridors and stepping stones for species mobility.

The NPPF (sections 76 and 77) permits local communities, through Neighbourhood Plans, to identify special protection for Local Green Spaces of particular importance to them, subject to certain conditions. They must be demonstrably special to the local community and hold a particular local significance and character (e.g. their aesthetic value, historic significance, recreational value, tranquillity or richness of wildlife).

**Designated Local Green Spaces and Community/Neighbourhood space** in this Plan are shown in Figure 15. Marked Sites I-IV are described in more detail in Appendix G. Each site has been evaluated for designation against the pre-conditions set out in the NPPF Paragraph 77 and a summary of how these sites meet the requirements is given in the Appendix. The designation of Local Green Spaces is intended to provide opportunities to implement elements of a wider green infrastructure strategy (see O1 and O2) for the community: for example, restoring neglected environmental features (hedges, ponds); improving the existing public right of way network to connect missing sections; planting additional street trees and sowing wild flower strips. This protection is embodied in policy E7 of this Plan.

### Theme 2 – Housing and land use

Survey and census data have confirmed that the housing mix in Weston-on-the-Green is weighted towards larger detached housing and the most recent survey identified a large proportion of the housing with low occupancy. However, the parish population is skewed

<sup>11</sup> Adopted Cherwell Local Plan 2011-2031 (Part 1): <http://www.cherwell.gov.uk/index.cfm?articleid=11344>

<sup>12</sup> The State of Nature in Oxfordshire 2017; [www.wildoxfordshire.org.uk](http://www.wildoxfordshire.org.uk).

## APPENDIX 3

towards the upper age ranges. There is clearly an imbalance with the needs of the community as it stands and the housing stock that makes up the village. Provision has been made in the Housing policies to support an expanded population with health services appropriate for the parish demographic and the isolation of the population (no public transport).

### Objectives:

O3: To deliver a mix of housing that addresses the demonstrable needs of the current and future communities as identified in the housing survey.	Provide small houses for young families, first-time buyers, retirees and single people; those with strong local connections and lower income residents. Insist on high design quality and limited size of individual developments to allow growth which will support sustainability, but not compromise the character of the existing environment.
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## HOUSING AND LAND USE POLICIES

**H1:** A development of 20 dwellings is supported on Site A (Southfield Farm) as shown on Figure 22 subject to compliance with other policies in this Plan (~~as planning approval has been granted, policy H3 does not apply~~).

**H2:** In addition to the major development set out in Policy H1, sustainable residential development within the village confines will be permitted for conversion, infilling and ~~other minor~~ development, ~~typically but not exclusively less than 10 dwellings~~, provided that they protect the character of the village and are in accord with the other policies in the Neighbourhood Plan and Local Planning Policies.

**H3:** New developments should contribute to the overall target of 30% 1-2 bedrooms; 40% 2-3 bedrooms; 25% 3-4 bedrooms and 5% 4-5 bedrooms.

**H4:** New development should place additional emphasis, in addition to the requirements outlined by the NPPF paragraphs 126-141 and especially paragraphs 132 and 139 on the conservation or enhancement of all heritage assets of the parish and ESD15 of the Local

## APPENDIX 3

Plan, such that housing type should be appropriate to the local setting e.g. terrace, detached, semi-detached, affordable, design for life, and relate in scale, massing and layout to neighbouring properties. The density of new housing should be consistent and compatible with the existing prevailing density of the locality in which new development is proposed.

**H5:** All planning applications for development should provide specific detail to show compliance with the Design Code (Appendix A) and all other policies in this Neighbourhood Plan, including proper and full consultation with utility companies with specific regard to building over or close to existing public utility infrastructure.

**H6:** Developments should provide safe and convenient access to village facilities for pedestrians, cyclists, and users of mobility aids.

**H7:** New housing should be: clearly designed for the needs of residents at or beyond the state pension age; adaptable for wheelchair access with ground level WC and shower where practicable.

**H8:** New developments of 10 or more houses should have a corresponding impact on the health care resources available to support the expanded population. Developer contributions should be considered to enable local health facilities to expand and to support ancillary resources that offset the effects of rural isolation.

**H9:** Developments of 10 or more dwellings (gross), or which would be provided on sites suitable for 10 or more dwellings (gross), will provide at least 35% of new housing as affordable homes on site. In the event of a lower threshold for affordable housing or a higher percentage for provision becoming local policy, these will apply. Where this would result in a requirement that part of an affordable home should be provided, a financial contribution of equivalent value will be required for that part only. Otherwise, financial contributions in lieu of on-site provision will not be accepted.

### APPENDIX 3

We consider policies H1 – H7 are consistent with each of the following:

NPPF – Para 7 “...the need for the planning system to perform a number of roles – contributing to protecting and enhancing our natural, built and historic environment and, as part of this, helping to improve biodiversity ...”

NPPF – Para 17 “always seek to secure high design quality and a good standard of amenity to all existing and future occupants of land and buildings; recognising the intrinsic character and beauty of the countryside and supporting thriving rural communities within it.”

NPPF – Para 55 “...sustainable development in rural areas, housing should be located where it will enhance or maintain the vitality of rural communities.”

NPPF – Para 58 “Neighbourhood Plans should develop robust and comprehensive policies that set out the quality of development that will be expected for the area: respond to local character and history and reflect the identity of local surroundings and materials, while not

**APPENDIX 3**

preventing or discouraging appropriate innovation.”

ACL P ESD15 “Where development is in the vicinity of any of the District’s distinctive natural or heritage assets, delivering high quality design that complements the asset will be essential” ;

“Conserve, sustain and enhance designated and non-designated ‘heritage assets’ (as defined in the NPPF) including buildings, features, archaeology, conservation areas and their settings, and ensure new development is sensitively sited and integrated in accordance with advice in the NPPF and NPPG. Proposals for development that affect non-designated heritage assets will be considered taking account of the scale of any harm or loss and the significance of the heritage asset as set out in the NPPF and NPPG. Regeneration proposals that make sensitive use of heritage assets, particularly where these bring redundant or under used buildings or areas, especially any on English Heritage’s At Risk Register, into appropriate use will be encouraged.”

ACL P Policy Villages 1 C261 “allows minor development, infilling and conversions with consideration of ESD 15” .

ACL P Policy Villages 2 C272 “in the interests of meeting local housing need in rural areas, an allocation enables development of some new sites (for 10 or more dwellings) in the most sustainable locations.”

ACL P BSC 4 “provide a mix of housing ...that reflects the needs of an ageing population, a growth in smaller households”.

**Theme 3 – Community and economy**

**Objectives:**

<p>O4: To expand and support the community wellbeing by improving community facilities including support for businesses and home-workers.</p>	<p>Engage with the Village Memorial Hall trustees and Committee and users of community facilities to discuss plans to enhance the centre of the village.</p> <ul style="list-style-type: none"> <li>• some restructuring around St Mary’s Church and the Memorial Village Hall providing centralised community space at the heart of the village (see <b>Figure 23</b>);</li> <li>• expanding facilities for the community</li> <li>• expanding retail service opportunities</li> <li>• providing safer pedestrian access to</li> </ul>
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## APPENDIX 3

	<p>village facilities (see also Transport Objectives);</p> <ul style="list-style-type: none"> <li>• providing nursery facilities in the village.</li> </ul>
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Figure 23: An artist's impression of the square at the centre of the village (Courtesy R. Evans)

Area B (The Schoolfield as shown in Appendix F) lies within the Weston – on – the – Green Conservation Area Boundary (see Figure 9) and has three public rights of way traversing or bounding the site (public footpaths 404/23; 404/27; 404/28). These are used by local villagers for general movement around the village and by walkers as part of the Oxfordshire Way route from Henley-on-Thames to Bourton – on – the – Water and in the general enjoyment of the environment. The site is important to the village, being adjacent to the Mill stream and still showing evidence of an ancient ridge and furrow pattern. As such it is a special space in the village and it places Weston-on-the-Green in the broader context of historic connections in the Oxfordshire landscape. The community wishes to see Area B preserved and managed as a potential grassland habitat with access for passive recreational open space commensurate with the maintenance of a lowland meadow. It also wishes to see this site carefully managed to enhance natural grassland and wildlife biodiversity.

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### COMMUNITY POLICIES

**C1: Development that prevents Area B's preservation as an open space or that destroys ridge and furrow of value on it will not be permitted unless each of the following apply:**

- (1) a need for further sustainable development in or next to the village has been shown to exist and the extent of land used for the development does not exceed that needed to meet the need;**
- (2) it is shown that there is no better place where such development is deliverable;**
- (3) no development takes place in flood zones 2 and 3;**
- (4) no development harms the potential priority habitat area in flood zones 2 and 3, the**

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### APPENDIX 3

millstream and Ggallos Brook;

(5) the site has been fully surveyed at appropriate times of the year for the presence of protected species;

(6) there is full compliance with policy H9; and

(7) the impact on the Oxfordshire Way is kept to a minimum.

~~Area B (The Schoolfield as shown in Figure 22) will be preserved and managed as a potential grassland habitat with access for passive-recreational open space commensurate with the maintenance of a lowland meadow. The site will be carefully managed to enhance natural grassland and wildlife biodiversity (see also policy E2).~~

~~This site lies within the Weston-on-the-Green Conservation Area Boundary (see Figure 9) and has three public rights of way traversing or bounding the site (public footpaths 404/23; 404/27; 404/28). It is used by local villagers for general movement around the village and by walkers as part of the Oxfordshire Way route from Henley-on-Thames to Bourton-on-the-Water and in the general enjoyment of the environment and the appreciation of the historic setting. The site is central to the village, being adjacent to the Mill stream and still showing clear evidence of an ancient ridge and furrow pattern. In this sense, Area B is a special space in the village and it places Weston-on-the-Green in the broader context of historic connections in the Oxfordshire landscape.~~

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## APPENDIX 3

**C2:** Development proposals should not adversely affect facilities of community benefit. Developments that seek to enhance the facilities in the area bounded by the Church, the Memorial Village Hall and the village shop/post office, including the Memorial Village Hall itself, should not adversely affect the existing character of the area, nor reduce the parking provision for or associated with the Memorial Village Hall.

**C3:** Developments that enhance the community educational facilities within the designated Plan area, including safe access for all users, will be supported. Proposals that address the provision of children’s nursery facilities and allotments will be supported.

**C4:** All developments must provide connectivity (virtual services such as broadband, telecoms) to the highest standard available at the time of proposal.

**C5:** Developments should not harm a heritage asset, character of the village centre, or important space, key street scenes and views ~~All developments should protect the character of the village centre, conserve and enhance its heritage assets and respect the importance of space, key street scenes and views~~ such that:

- a. Development that results in harm to the visual contribution of key views set out in this Plan and in Cherwell District Council’s Weston-on-the-Green Conservation Area Appraisal (2009) shall not be permitted.
- b. Unless required for sustainable development (and then only to the extent necessary) development will not harm ~~Development shall show that the design will conserve~~ key features of local and heritage character as described in Appendices A, F-H of this Plan and including:
  - i. views of high positive visual impact, particularly the Parish Church, the green and stocks, the Memorial roundabout at the village centre, the wide verges on North Lane and the B430, the Manor frontage; designated Local Green Spaces;
  - ii. the rural character engendered by all types of amenity and green spaces, particularly the playing field, the spinney, the ponds and the Schoolfield.

We consider policies C1 – C5 are consistent with each of the following:

NPPF – Para 17 “..ways to enhance and improve the places in which people live their lives; contribute to conserving and enhancing the natural environment;

NPPF – Para 42 “The development of high speed broadband technology and other communications networks plays a vital role in enhancing the provision of local community facilities and services.”

79



### APPENDIX 3

NPPF – Para 50 “plan for a mix of housing based on current and future demographic trends; identify the size, type, tenure and range of housing that is required in particular locations, reflecting local demand.”

NPPF – Para 57 “..plan positively for...public and private spaces and wider area development schemes.”

NPPF – Para 58 ““Neighbourhood Plans should develop robust and comprehensive policies that set out the quality of development that will be expected for the area: respond to local character and history and reflect the identity of local surroundings and materials, while not preventing or discouraging appropriate innovation.....add to the overall quality of the area; establish a strong sense of place; includ[e] green and other public space as part of developments; respond to local character and history and reflect the identity of local surroundings”

NPPF – Para 70 “plan positively for the provision and use of shared space”

NPPF – Para 109 “..enhance the natural and local environment; protecting and enhancing valued landscapes; minimising impacts on biodiversity and providing net gains in biodiversity where possible.”

ACLP – ESD 10 “Protection and enhancement of biodiversity and the natural environment will be achieved; a net gain in biodiversity will be sought by protecting, managing, enhancing and extending existing resources and by creating new resources.”

ACLP – ESD 11 “Biodiversity enhancements sought in association with development could include the restoration or maintenance of habitats through appropriate management, new habitat creation to link fragmented habitats.”

ACLP – ESD 13 “seek to retain woodlands, trees, hedges, ponds, walls and any other features which are important to the character or appearance of the local landscape as a result of their ecological, historic or amenity value.”

ACLP – ESD 17 “Green infrastructure comprises the network of green spaces and

### APPENDIX 3

features in both urban and rural areas including the following: ...natural and semi-natural green space, green corridors, amenity green space, children’s play space, allotments .... Churchyards, accessible countryside in urban fringe areas, ...woodlands, .... Green roofs and walls.”

#### Theme 4 – Transport, Highways, Footpaths/ways

Alongside the implementation of the Neighbourhood Plan, the Parish Council will work with Oxfordshire County Council and the Highways Authority to achieve the following Transport Objectives:

<p>O5: Ensure that new developments improve road safety and aim to reduce traffic volume in the parish. Proposals should include measures to limit traffic speeds.</p>	<p>Additional traffic volume, created as a consequence of new housing, is not consistent with the objective to reduce traffic volume in the village. For this reason, O1 led to policy T2, requiring new developments over a minimum size of 10 dwellings to contribute to traffic mitigation measures.</p>
<p>O6: Developments should not adversely affect public rights of way. Exceptionally, re-routing will be considered only where sustainable development is majorly affected in which case any loss of amenity will be minimised.</p>	<p>Where possible, Public Rights of Way should be enhanced by creating or upgrading link paths, improving maintenance and signage.</p>

#### TRANSPORT POLICIES

**T1:** Parking areas and access routes related to new development should be designed in a manner in keeping with the local area with regard to scale, materials, splays and signage, be consistent with the stated Design Code and should not result in a net loss to biodiversity or green space.

## APPENDIX 3

**T2: Developments of 10 or more dwellings will be expected to promote and improve low-carbon transport connectivity by contributing to improvements in the local footway/ cycleway network to facilitate safe and energy efficient means of transport around and beyond the village limits and enhance links with neighbouring parishes.**

**T3: In so far as planning permission is required, any proposal to alter or extend an existing dwelling that would reduce the level of off-street parking provision will be resisted unless it can be demonstrated that the overall parking provision retained is satisfactory.**

We consider policies T1 – T3 are consistent with each of the following:

NPPF – Para 35 “Plans should protect and exploit opportunities for the use of sustainable transport modes for the movement of goods or people. Therefore, developments should be located and designed where practical to give priority to pedestrian and cycle movements and have access to high quality public transport facilities; create safe and secure layouts which minimise conflicts between traffic and cyclists or pedestrians”.

ACLP SLE 4 “All development where reasonable to do so, should facilitate the use of sustainable modes of transport to make the fullest possible use of public transport, walking and cycling. “

### 5.3 DELIVERY OF THE PLAN

Implementation of the adopted Neighbourhood Plan policies over the period to 2031 will be managed by the Weston-on-the-Green Parish Council in close cooperation with Cherwell District Council.

Meeting the objectives within each theme will be the responsibility of the Parish Council, in consultation and close collaboration with other implementing bodies: e.g. Oxfordshire County Council (highways, public rights of way, countryside access), Natural England, infrastructure providers (telephone, broadband providers), utility companies (Thames Water, underground power and telephone cabling), local/regional amenity groups (Memorial Village Hall trustees, Parochial Church Council) and the private sector (energy generation, nursery facilities).

### APPENDIX 3

An implementation plan will be drawn up to make the enhancements described in Section 5.2 alongside the implementation of policies outlined in this Plan. The implementation plan will include: assessing the existing deficiencies in the green spaces and drawing up a list of actions to rectify these; managing existing and new public spaces to be more wildlife friendly (e.g. by creating flower strips, planting trees to improve the streetscape, improving existing public rights of way by cutting back hedges, improving surfaces, repairing gates and fences and clearing unsightly areas and litter. Every effort will be made to improve all public areas to make them richer in biodiversity, ecologically sound and more attractive for residents. The key responsibilities for implementation of the policies in this Plan are given in Table C:

**APPENDIX 3**

<b>Table C: Plan policies and responsibilities for their implementation</b>		
<b>Plan policy</b>	<b>How the policy is delivered and monitored</b>	<b>Key responsibilities</b>
<p><b>E1</b>  <b>Development should provide a positive contribution to the locally distinctive character of Weston-on-the-Green and conserve <u>important aspects of the setting of the village</u></b></p>	<p>Preserve existing and take every available opportunity to create new areas of open space to help retain the rural character and open areas of community benefit including the reservation and enhancement of important views linking with the rural landscape</p> <p>Achieve a biodiversity net gain for the parish including maintaining and expanding spaces that extend habitat corridors that link designated sites to the north and south of the Parish</p> <p>Implement a biodiversity measure for all development proposals</p> <p>Resist development outside the village confines along the B430.</p>	<p>Weston-on-the-Green PC                      Cherwell District Council</p>
<p><b>E2</b>  <b>Development should preserve and enhance the green infrastructure and the natural environment of the area</b></p>	<p>Provide new footpaths with landscaping to link existing rights of way or other green spaces;</p> <p>Value, preserve, support and enhance green infrastructure within the Parish, including open green space, wild green space, allotment space,</p>	<p>Weston-on-the-Green PC</p>

**APPENDIX 3**

	<p>habitats in or on structures</p> <p>Preserve hedgerows or create new ones;</p> <p>Create a pond or preserve an existing one;</p> <p>Plant trees characteristic to the local area to make a positive contribution to the local landscape;</p> <p>Use native plants in landscaping to provide nectar and seed sources for wildlife;</p> <p>Incorporate bird and bat boxes into the design of new buildings;</p> <p>Keep exterior lighting levels low to encourage wildlife;</p> <p>Use green roofs or walls to new or existing buildings where allowed;</p> <p>Conserve and manage potential grassland habitats by careful cutting or grazing and monitoring visitor numbers.</p>	
<p><b>E3</b>  <b>Development that makes use of previously developed land will generally be preferred to greenfield locations</b></p>	<p>Inappropriate development of residential gardens will not be supported where it will detract from the character of the village or will have a negative impact on biodiversity, such as the loss of roosts and nests of</p>	<p>Weston-on-the-Green PC  Cherwell District Council</p>

APPENDIX 3

	bats and birds.	
<b>E4</b> Any lighting proposed should be designed to ensure that it does not cause visual intrusion, nor cause adverse effects due to light pollution	Refuse planning applications where lighting is intrusive	Weston-on-the-Green PC Cherwell District Council
<b>E5</b> The distinctive wide grass verges between dwelling boundaries and the carriageway should be preserved and protected in the existing village landscape and the same pattern adopted in new developments	Refuse planning applications that do not preserve or protect wide grass verges	Weston-on-the-Green PC Cherwell District Council <a href="#">Oxfordshire County Council</a>
<b>E6</b> Four sites (I: Weston Manor grounds fronting the B430; II: the Stocks situated on a small green at the junction of Church Road and the B430; III: St. Mary's Churchyard and IV: the playing field) are designated as Local Green Spaces because of their significance to the character of the village and should not be developed.	Refuse planning applications on areas designated as Local Green Space unless exceptional circumstances to mitigate harm are met	Weston-on-the-Green PC Cherwell District Council
<b>E7</b> New development will not be permitted on land designated as Local Green Space except in very special circumstances. <del>This policy applies to the four important open spaces designated as Local Green Spaces in policy E6 of this Plan. The effect of this policy is to provide Green Belt equivalent protection from development in that any proposal must maintain the essential open character of the space and must, in any event, demonstrate the exceptional</del>	Refuse planning applications on areas designated as Local Green Space unless exceptional circumstances can be demonstrated	Weston-on-the-Green PC Cherwell District Council

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APPENDIX 3

<del>circumstances for its justification.</del>		
H1 Support the development of 20 dwellings on Site A (Southfield Farm) subject to compliance with other policies in this Plan	Planning is now approved for this development	Weston-on-the-Green PC Cherwell District Council
H2 <del>In addition to the major development set out in Policy H1, sustainable residential development within the village confines will be permitted for conversion, infilling and other minor development, typically but not exclusively less than 10 dwellings,</del> provided that they protect the character of the village and are in accord with the other policies in the Neighbourhood Plan and Local Planning Policies.	Refuse planning applications that negatively impact on the character of the village or contrary to the policies in this Plan.	Weston-on-the-Green PC Cherwell District Council
H3 New developments should contribute to the overall target of 30% 1-2 bedrooms; 40% 2-3 bedrooms; 25% 3-4 bedrooms and 5% 4-5 bedrooms	Refuse planning applications that do not meet these targets	Weston-on-the-Green PC Cherwell District Council
H4 New development should place additional emphasis, in addition to the requirements outlined by the NPPF paragraphs 126-141 and especially paragraphs 132 and 139 on the conservation or enhancement of all heritage assets of the parish and ESD15 of the Local Plan, such that housing type should be appropriate to the local setting e.g. terrace, detached, semi-detached, affordable, design for life, and relate in scale, massing and layout to neighbouring properties. The density of new housing should be consistent	Refuse planning applications that are not compatible with the local setting as set out in the policy	Weston-on-the-Green PC Cherwell District Council



### APPENDIX 3

and compatible with the existing prevailing density of the locality in which new development is proposed.		
<b>H5</b> All planning applications should provide specific detail to show compliance with the Design Code (Appendix A) and all other policies in this Neighbourhood Plan, including proper and full consultation with utility companies with specific regard to building over or close to existing public utility infrastructure.	Refuse planning applications that do not show compliance with the Design Code or utility requirements	Weston-on-the-Green PC Cherwell District Council
<b>H6</b> Developments should provide safe and convenient access to village facilities for pedestrians, cyclists, and users of mobility aids.	Accessibility plans should be provided by developers	Weston-on-the-Green PC Developers Oxfordshire County Council (Highways)
<b>H7</b> New housing should be clearly designed for the needs of residents at or beyond the state age pension and adaptable for wheelchair access with ground level WC and shower where practicable.	Developers to incorporate these requirements into plans as appropriate	Weston-on-the-Green PC Cherwell District Council
<b>H8</b> New developments of 10 or more houses should have a corresponding impact on the health care resources available to support the expanded population. Developer contributions should be considered to enable local health facilities to expand and to support ancillary resources that offset the effects of rural isolation.	Developer contributions should be considered to enable local GP practices to expand proportionately to an increase in population and to support ancillary resources that offset the effects of rural isolation	Weston-on-the-Green PC Cherwell District Council Oxford Clinical Commissioning Group

**APPENDIX 3**

<p><u>H9</u> <u>Developments of 10 or more dwellings (gross), or which would be provided on sites suitable for 10 or more dwellings (gross) will provide at least 35% of new housing as affordable homes on site.</u></p>	<p><u>Refuse planning applications that do not provide the required level of affordable housing</u></p>	<p><u>Weston-on-the-Green PC</u> <u>Cherwell District Council</u></p>
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APPENDIX 3

<p><b>C1</b></p> <p><del>Area B (The Schoolfield) will be preserved and managed as a potential grassland habitat with access for passive recreational open space commensurate with the maintenance of a lowland meadow.</del></p> <p><u>Development that significantly prevents Area B's preservation as an open space or that destroys ridge and furrow of value on it will only be permitted if each of 7 criteria apply.</u></p>	<p>A management plan for this site should be drawn up in consultation with the Parish Council and members of the Parish in line with the principles of grassland management as stated in the Lowland Grassland Habitat Handbook 1999.</p>	<p>Weston-on-the-Green PC Cherwell District Council</p>
<p><b>C2</b></p> <p>Developments should not adversely affect facilities of community benefit. Developments that seek to enhance the facilities in the area bounded by the Church, the Memorial Village Hall and the village shop/post office, including the Memorial Village Hall itself, should not adversely affect the existing character of the area, nor reduce the parking provision for or associated with the Memorial Village Hall.</p>	<p>Refuse planning applications that adversely affect community assets or reduce parking in the central village area</p>	<p>Weston-on-the-Green PC Cherwell District Council</p>
<p><b>C3</b></p> <p>Developments that enhance the community educational facilities within the designated Plan area, including safe access for all users, will be supported. Proposals that address the provision of children's nursery facilities and allotments will be supported.</p>	<p>Weston-on-the-Green Parish Council to liaise with appropriate bodies and local people</p>	<p>Weston-on-the-Green PC</p>

### APPENDIX 3

<b>C4</b> All developments must provide connectivity (virtual services such as broadband, telecoms) to the highest standard available at the time of proposal.	Refuse site briefs that do not include up-to-date connectivity	Weston-on-the-Green PC Cherwell District Council Utility providers
<b>C5</b>	Refuse planning	Weston-on-the-Green PC

APPENDIX 3

<p><u>Developments should not harm a heritage asset, character of the village centre, or important space, key street scenes and views.</u></p> <p><u>All developments should protect the character of the village centre, conserve and enhance its heritage assets and respect the importance of space, key street scenes and views such that:</u></p> <p><u>a) Development that results in harm to the visual contribution of key views set out in this Plan and in Cherwell District Council's Weston on the Green Conservation Area Appraisal (2009) shall not be permitted.</u></p> <p><u>b) Development shall show that the design will conserve key features of local and heritage character as described in Appendices A, F-H of this Plan and including:</u></p> <ul style="list-style-type: none"> <li>• <u>views of high positive visual impact, particularly the Parish Church, the green and stocks, the Memorial roundabout at the village centre, the wide verges on North Lane and the B430, the Manor frontage, designated Local Green Spaces;</u></li> <li>• <u>the rural character engendered by all types of amenity green spaces, particularly the playing field, the spinney, the ponds and the Schoolfield.</u></li> </ul>	<p>permission for developments that adversely impact on important spaces street scenes and views.</p>	<p>Cherwell District Council</p>
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### APPENDIX 3

<b>T1</b> <b>Parking areas and access routes related to new development should be designed in a manner in keeping with the local area with regard to scale, materials, splays and signage, be consistent with the stated</b>	Planning applications to comply with the Design Code of this Plan	Weston-on-the-Green PC Cherwell District Council Oxfordshire County Council (Highways)
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### APPENDIX 3

	<b>Design Code and should not result in a net loss to biodiversity or green space.</b>		
	<b>T2</b> Developments of 10 or more dwellings will be expected to promote and improve low-carbon transport connectivity by contributing to improvements in the local footway/cycleway network to facilitate safe and energy efficient means of transport around and beyond the village limits and enhance links with neighbouring parishes.	Financial contributions to be sought from new developments	Weston-on-the-Green PC Cherwell District Council <a href="#">Oxfordshire County Council</a>
5.4	<b>T3</b> In so far as planning permission is required, any proposal to alter or extend an existing dwelling that would reduce the level of off-street parking provision will be resisted unless it can be demonstrated that the overall parking provision retained is satisfactory.	Planning applications where off-street parking is reduced to an unsatisfactory provision will be refused	Weston-on-the-Green PC Cherwell District Council <a href="#">Oxfordshire County Council</a>

#### MONITORING

Monitoring delivery of the policies will be the responsibility of different bodies as defined in the Delivery and Monitoring table. Delivering the policies will require an integrated approach involving public sector (Weston-on-the-Green PC, Cherwell District Council, Oxfordshire County Council, utilities), private sector (developers and owners) and voluntary bodies and groups.

The strategic Plan for the Parish will be included as a standing item at each Parish Council meeting and a progress report will be tabled at each Annual Parish Meeting.

The Parish Council website will include updated information on progress during the lifetime

## APPENDIX 3

and implementation of the Neighbourhood Plan. At 5-year intervals a review of progress will be undertaken with recommendations and amendments considered as appropriate.

The delivery of new housing as described in policy H1 will be accompanied by implementation of the objectives within the Parish plan guided by the following time-plan:

### Years 1-5 (2018-2023):

Improvements to existing village community facilities:

- Developing an overall Neighbourhood Plan implementation and management programme in consultation with advisory bodies and Stakeholders;
- First tranche of traffic calming measures completed;
- Consultation and plan to improve public transport options for residents;
- Consultation on upgrade to the village centre started;
- Initiate upgrades to cycle routes and footpaths;
- Reinstatement and maintenance of grass verges;
- Defining the grassland management objectives and implementation plan for Area B and initiating first steps.

### Years 6-10 (2023-2027):

- Complete upgrades to cycle routes and footpaths;
- Public transport solutions implemented;
- Advanced consultation on the development of a nursery school in the parish;
- Fundraising for major village objectives;
- Upgrades to the village centre completed; design for Village Square proposed;
- Maintaining grassland Management and monitoring progress: reporting to stakeholders.
- Further traffic measures and monitoring.

### Years 11-14 (2027-2031):

- Enhancement of community facilities (village centre; football field; footpaths; allotments);
- Appraisal of progress in grassland management and biodiversity on and adjacent to Area B with nearby SSSIs as comparators. Revision of the management plan as appropriate.



# WESTON-ON-THE-GREEN NEIGHBOURHOOD PLAN

2018-1031

## APPENDICES

- . **A** Design Code
- . **B** Statement of community engagement and consultation
- . **C** Historical context for the village
- . **D** Social and economic profile of Weston-on-the-Green
- . **E** Community survey data
- . **F** Site appraisal and Environmental Statement for Area B (the Schoolfield)
- . **G** Landscape setting and important internal green spaces
- . **H** Characteristics of village form (morphology)

APPENDIX A

DESIGN CODE

<p><b>A1 Introduction</b></p> <p>The need for a Code</p> <p>This Code has been prepared as a guide for developers planning to build in Weston-on-the-Green to ensure that new build developments are compatible with the look and feel of the village, particularly if they are within, or adjacent to, the Conservation Area. Many of the recommendations are derived from the 2009 Conservation Area Appraisal report, prepared by Cherwell District Council and also the analysis of the form of the village set out in Appendices H and J. New developments will be expected to reflect the characteristics described in this analysis<sup>1</sup>. The guidance will also be useful for householders planning renovations or refurbishment.</p> <p><b>A2 Public realm</b></p> <p>Generally, the village is located to the west of the B430, with a main street leading to the Church, shop and village hall, and then to Bletchingdon. Apart from Westlands Avenue, other roads are 'lanes', which traditionally led to the three village farms.</p> <p><b>Streets</b></p> <p>Streets within new developments should have the characteristics of these 'lanes', with:</p> <ul style="list-style-type: none"> <li>• houses located at different distances from the carriageway</li> <li>• long straight segments with small angles of deflection between each segment to give a gently meandering appearance (see Appendix H)</li> <li>• grass verges of varying width from the dwelling boundary to the carriageway, with these verges including trees and hedgerows</li> </ul>	
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<sup>1</sup> Photographs of local features provided with permission by R. Evans 2016.

## APPENDIX 3

- a shared surface for pedestrians and vehicles, but with a footway (pavement) where the need is warranted
- traffic calming achieved through design

### Footways (pavements)

- Any footway created for new developments should link up with the existing network of pedestrian access to village facilities.
- Footways should, where possible, be set back from the carriageway edge and separated from it by a grass verge. In this circumstance, footways should meet the grass verge without edging.
- Footways should be firm, free from undulations or trip hazards. If laid correctly, suitable materials are tarmacadam, asphalt, brick/block paving and paving slabs. Gravel and cobbles are not suitable. (See BS 8300, 5.5).
- Footways should be a minimum of 1500mm wide, if necessary widened to 1800mm wide for a distance of 2m to create passing places (see BS 8300, 5.2(b) and 5.3).

### Cycle paths

- Cycle paths should link with existing official cycle ways.

### Verges and greens

- Verges and greens are historically characteristic of the village and should be incorporated into new developments.
- Existing and newly-formed grass verges should not, in principle, be used for car parking.
- Where, in exceptional circumstances, grass verges need to be used for parking cars, they should be reinforced, to maintain a 'grassy' appearance.

### Kerbs

- Kerbs that separate a footway from the carriageway should be granite or basalt setts laid on their side to match those in Church Road, not precast concrete kerbs.



Street from B430 to the shop, church and village hall



North Lane from the B430



Footway separated from carriageway




Kerb to footway of granite setts

## APPENDIX 3

<p><b>Shared surfaces</b></p> <ul style="list-style-type: none"> <li>• Shared surfaces should be suitable for pedestrian and vehicular traffic, with priority for pedestrians.</li> <li>• The choice of surface should respect the needs of blind and partially sighted people and people who use mobility devices, if necessary, by having a portion of the surface with the characteristics of a footway (see above under Footways).</li> </ul> <p><b>Accessibility</b></p> <ul style="list-style-type: none"> <li>• All pedestrian routes around the village, and access to village facilities, should be accessible to all, including elderly and disabled people (see BS 8300). (see also under Footways above)</li> </ul>	
<p><b>A3 Housing plots</b></p> <p><b>Location of houses within plots</b></p> <ul style="list-style-type: none"> <li>• Houses should be built either directly against a front verge (where appropriate, forming a continuous frontage of terraced houses), or set back from the street with a front garden and a boundary wall delineating the front of the property. The combination of these two typologies gives variety to a development (see Appendix H).</li> </ul> <p><b>Driveways and hard standings</b></p> <ul style="list-style-type: none"> <li>• 70% of the surface area of entrance driveways and hard standings should be of a porous material, such as gravel, porous brick/block paving or porous asphalt, with pedestrian access complying with Footways.</li> </ul> <p><b>Waste management</b></p> <ul style="list-style-type: none"> <li>• Storage for refuse bins should be provided where it is not visible from the street.</li> </ul> <p><b>Cycle storage</b></p> <ul style="list-style-type: none"> <li>• External storage should be provided for cycles.</li> </ul> <p><b>Boundary features</b></p> <ul style="list-style-type: none"> <li>• Boundary features should be stone walls (coursed rubble limestone or dry stone walls with</li> </ul>	







**APPENDIX 3**

<p>cement:sand coping), metal railings, timber post and rail fencing, or hedges of privet or native species.</p> <ul style="list-style-type: none"> <li>To reflect the 'open' character of the 'lanes', stone boundary walls and post and rail fencing on the public side of house plots should be no more than 1.35m high.</li> <li>Boundary features should reflect the materials found in neighbouring properties.</li> </ul>	 <p><i>Typical stone boundary wall</i></p>
<p><b>A4 Housing form and tenure</b></p> <p><b>Housing form</b></p> <ul style="list-style-type: none"> <li>Where houses are designed in terraces, a variation in house width, depth, number of storeys and roof form gives an informal rhythm to the elevation, which is characteristic of the village (see Appendix H). Designers should attempt to achieve this in new developments.</li> </ul> <p><b>Incremental development</b></p> <ul style="list-style-type: none"> <li>To maintain the character of the village, housing sites of sufficient size should be developed incrementally or be designed to appear so.</li> </ul> <p><b>Number of storeys</b></p> <ul style="list-style-type: none"> <li>Dwellings of 1 to 2.5 storeys are acceptable, but care should be taken to consider the relative eaves height of adjacent houses.</li> </ul>	
<p><b>Eaves height</b></p> <ul style="list-style-type: none"> <li>To be compatible with the scale of village houses, the eaves height of new houses should be lower than in common for modern "estate" houses, if necessary by projecting the rafters more than normal beyond the external wall (see Appendix H).</li> </ul> <p><b>Housing tenure</b></p> <ul style="list-style-type: none"> <li>As per Cherwell DC and national guidelines, we require a proportion of new housing developments to be 'affordable' housing.</li> <li>We also encourage a proportion of dwellings to be 'Shared ownership' and homes</li> </ul>	






**APPENDIX 3**

<p>that are of appropriate size and cost for first time buyers.</p> <p><b>Innovative design</b></p> <ul style="list-style-type: none"> <li>We support Cherwell's initiative on 'self-build' or 'custom-build' and are not, in principle, against innovative housing design.</li> </ul>	
<p><b>A5 Housing standards</b></p> <p><b>Design quality</b></p> <ul style="list-style-type: none"> <li>Developments should be compatible with the principles in <b>Building for Life</b>, which is supported by CABE.</li> </ul> <p><b>Security</b></p> <ul style="list-style-type: none"> <li>Developments should achieve <b>Secured by Design</b> accreditation.</li> </ul> <p><b>Accessible and adaptable housing</b></p> <ul style="list-style-type: none"> <li>We support the concept of accessible and adaptable housing designed to meet the changing needs of the occupants over time (e.g. through accident, old age or disability) (see the Lifetime Homes standard or Requirement M4(2) of Approved Document M of the Building Regulations).</li> </ul> <p><b>Energy efficiency</b></p> <ul style="list-style-type: none"> <li>We support forms of construction where the fabric energy efficiency is maximised in line with the Sustainable Construction policy of Cherwell District Council.</li> </ul>	
<p><b>A6 Detailed features and materials</b></p> <p><b>Roof pitch and shape</b></p> <ul style="list-style-type: none"> <li>Roof pitch should be consistent with the chosen roof covering, with steeper pitches being preferred within the Conservation Area. Pitched roofs should have a minimum pitch of 35 degrees.</li> </ul>	
<p><b>Dormer windows and Velux rooflights</b></p> <ul style="list-style-type: none"> <li>Both of these are used throughout the village and are acceptable for new developments, provided the design chosen and</li> </ul>	

### APPENDIX 3

<p>the materials used are compatible with the examples used in the rest of the village.</p>	
	
<p><b>Walls</b></p> <ul style="list-style-type: none"> <li>Walls should be finished in coursed rubble limestone to match the rest of the village, although the use of red brick quoins, combined with the stonework, is acceptable to give variety.</li> <li>Lime mortar should be used as modern mortars can accelerate weathering in stone.</li> <li>A traditional style of pointing (not 'ribbon' pointing) should be used – this is particularly important for stonework.</li> </ul>	 <p><i>Rubble limestone</i>      <i>Stone with brick quoins</i></p>
<ul style="list-style-type: none"> <li>The occasional use of render on some walls, coloured to match the tones of natural stone, is also acceptable.</li> <li>Weatherboarding is acceptable for outbuildings, e.g. garages, but should be used sparingly.</li> </ul>	 <p><i>Render coloured as natural stone</i></p>
<p><b>Roof coverings</b></p> <ul style="list-style-type: none"> <li>The following roof coverings are acceptable for pitched roofs: <ul style="list-style-type: none"> <li>Plain clay tiles (not concrete tiles or Pantiles)</li> <li>Thatch</li> <li>Stonesfield or Welsh slates.</li> </ul> </li> </ul>	 <p><i>Clay tiles</i>      <i>Slates</i></p>
<p><b>Eaves design</b></p> <ul style="list-style-type: none"> <li>The majority of eaves in the village do not have pronounced fascia and soffit boards. To be compatible with traditional village houses, the eaves should be designed either without a fascia board or, if one is proposed, it should be unobtrusive.</li> </ul>	 <p><i>Thatch</i></p>

### APPENDIX 3

<p><b>Windows and doors</b></p> <ul style="list-style-type: none"> <li>• Side hung timber casement windows of 2 or 3 lights are acceptable. Adjacent casements should be 'balanced', i.e. have the same glazed area dimensions.</li> <li>• The ratio of window area to wall area should following traditional practice, except in exceptional circumstances.</li> <li>• Windows of uPVC are not acceptable for housing within the Conservation Area, and discouraged outside this area. Very durable windows of timber or timber composite construction, which have much less environmental impact, are now available.</li> </ul>	
<ul style="list-style-type: none"> <li>• Doors should be of timber, either: <ul style="list-style-type: none"> <li>○ Solid boarded</li> <li>○ Part glazed, or</li> <li>○ Of stable door design.</li> </ul> </li> </ul>	 
<p><b>Lintels and sills</b></p> <ul style="list-style-type: none"> <li>• Lintels should be of timber (traditional for farm buildings), stone or stone-effect.</li> <li>• Sills should be of stone or stone-effect. Ceramic tile sills are also acceptable.</li> </ul> <p><b>Garage doors</b></p> <ul style="list-style-type: none"> <li>• Timber boarded side-hung garage doors are preferred to metal or fibreglass up-and-over doors.</li> </ul>	 



APPENDIX B

**STATEMENT OF COMMUNITY ENGAGEMENT AND CONSULTATION**

**1 - How the Neighbourhood Plan was Developed**

**First Stages:**

A small group of villagers met with the PC Chairman and Parish Clerk in November 2014 to explore the idea of creating a Neighbourhood Plan. The Parish Council (PC) called a village meeting in March 2015<sup>2</sup> to explain what a Neighbourhood Plan is and to see if the village was in favour of one being written for Weston-on-the-Green. As there was a majority vote in favour of this the PC held another meeting in April 2015 where Geoff Botting of Woodcote village, who had successfully completed a Neighbourhood Plan, explained the process. Following a full discussion of the issues within the village, it was agreed at that meeting to encourage the Neighbourhood Plan and specifically to address issues of traffic and development.

A core group of volunteers was established which met several times, during which 4 task groups, Community Engagement, Village Form & Character, Social & Economic Aspects and Transportation & Highways, were formed and team leaders allocated to each.

A village meeting was held in August 2015 for all those interested in volunteering and from this the Steering Group<sup>3</sup> was formed, along with people volunteering for each task group. Each volunteer was asked to fill in a data protection form to ensure they were happy with their contact details being circulated to other member of the groups.

The Social & Economic Aspects group prepared a questionnaire to be circulated to every household and business in the parish boundary. It went through several drafts with the Steering Group before being signed off and delivered around the parish. The returned forms' data were collated before the first Village Event in October 2015.

The Team leaders met several times before the Village Event to finalise the details of the Event.

**Meeting 1: 17<sup>th</sup> and 22<sup>nd</sup> October 2015**

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<sup>2</sup>Please see section 2 of Appendix A for the full list and dates of all meetings held

<sup>3</sup>Please see section 3 of Appendix A for the list of members of each group

### APPENDIX 3



The first Village Meeting was held on Saturday, October 17<sup>th</sup> and repeated on Thursday, October 22<sup>nd</sup> 2016 (two events were held so that more villagers could attend). It was advertised through the village newsletter, a leaflet drop and large advertising panels at all entry points

to the village. The format was an exhibition and workshop:

Display panels were prepared on different topics and presentations given of work undertaken to date. Key survey data were presented which provided a basis for discussion e.g. the average age of residents, house size, number of children, form of transport and other matters of key concern. The presentations were followed by a workshop consisting of small group discussions using a prompt question sheet and led by a member of the Steering Group.

The workshop reviewed the context for a Neighbourhood Plan and set the expectations for the tone of discussion. Each table was led by a member of the Steering Group and consultation, together with questionnaires, were used to capture the key concerns and aspirations for the future of the Parish. These identified potential improvements in the parish environment.

Notes were made on a flip chart and then summaries of each group discussion were shared with the meeting.

A large aerial map of the village was located in the centre of the room and the attendees were encouraged to place Post-it™ notes to highlight



issues and potential sites for development. The final tally of Post-it™ note suggestions and green (agreement) or red (disagreement) spot stickers recorded on the aerial map was over 70. The attendance at the meetings was between

60-75 people with landowners evident at the second meeting.

### APPENDIX 3

The exhibition was moved to the Church, which is open every day thus enabling people to drop in at their leisure, read the exhibition panels and add their notes to the aerial photograph. It was displayed for three weeks.

The key points were collated and circulated to the Steering Group which met to discuss the next steps to be taken. From these key issues the preparation of the Neighbourhood Plan policies began to be drawn up.



#### **Second Stages:**

The Steering Group began to write a draft proposal of ideas that had emerged from the October meeting. They looked at various options of sites for new development.

Team leaders met with various landowners to discuss whether they were happy with their land being put forward as suggestions for new housing/village green etc.

There was a second village meeting held in February 2016 (again run twice) to display the draft proposals that had emerged from the October meetings. Villagers were given questionnaires listing all these ideas and were asked to tick or cross anything they liked/didn't like. There were also discussion groups where people could debate issues that had been raised, and put forward further suggestions.

#### **Meeting 2: 6<sup>th</sup> and 10<sup>th</sup> February 2016**



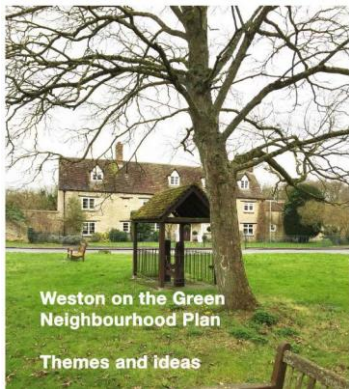
The second Village Meeting was held on Saturday, February 6<sup>th</sup> and repeated on Wednesday, February 10<sup>th</sup>, 2016. The meetings were focused around an exhibition organised by topic.

The topics were:

**APPENDIX 3**

Community and design	Housing
Environment and Public spaces	Traffic calming, Movement & design

Information was provided to attendees in a booklet where opinions could be captured on a response form. The centre of the booklet contained an aerial map of the village with numbers indicating twenty-six key items. These included proposed housing sites, a village square, new village green, site for allotments and a day nursery for children, key views to protect, the village historic boundary, public footpaths both current and needed, National Cycle Network, sites for traffic calming, preserved green spaces and lanes with original verges, the Conservation area and the Greenbelt which runs through half of the village.



Once the majority of the group had had a chance to look at the exhibition, members of the Steering Group led small group discussions. This was an opportunity to enlarge on the proposals, explain in more detail and answer questions. There was a large table with an A0 map with the proposals numbered so the public could have an overview of the village and an awareness of the impact of future development. The results of the questionnaire were tabulated and there was an overwhelming majority support for these proposals to be developed into policies.



**Figure A2** Consultations in Meeting 2

**Third Stage**

Once the returned questionnaires from the February meetings had been collated, the Steering Group began to form the first draft of the Neighbourhood Plan document. An Editorial Team, consisting of Diane

## APPENDIX 3

Bohm, Roger Evans, Susan Daenke, Mike Finbow, Alex Reid and Patsy Parsons, was formed. Members of the Steering Group continued to meet with stakeholders to ensure they were up-to-date with how the plan was developing.

### Meeting 3: 20<sup>th</sup> September 2016



The third Village Meeting was held on Tuesday 20 September 2016 with the aim of consulting with the village on the pre-final draft of the Neighbourhood Plan .. It was a well attended and lively meeting, with over 35 villagers turning out.

The evening was a chance for villagers to hear an explanation of the contents of the final Neighbourhood Plan , how the central planning process works and how a NP fits into this; a description of the proposals put forward at the original village consultation meetings and how they were chosen and thus to discover what the Neighbourhood Plan means for the village. It was also an opportunity for any feedback to be given and questions to be asked. Diane Bohm, the Chair of the Steering Group (SG), led the presentation with support from Susan Davis and Bob Hessian.

It was agreed that the next steps would be:

- All feedback from this meeting would be considered based on the information in the Executive Summary;
- The final draft would be presented for approval to the Parish Council and then submitted to Cherwell District Council for review;
- After consideration of CDC's comments, the Parish Council, which is the legal body for submitting the Neighbourhood Plan, would formally submit the Plan to CDC;
- It would go to the Planning body and either be agreed and comments/ suggestions made or be rejected;
- If agreed with suggested amendments, the Steering Group would make changes as advised by the CDC.

The Steering Group continued to work on amendments to the draft throughout October. In November 2016 there was a meeting with Cherwell District Council and they encouraged us to continue to look at policies on topics ranging from protection of the Conservation Area, to improved digital communication and encouragement for small

### APPENDIX 3

businesses, provision of allotments and recreation facilities including a new site and a biodiversity policy. Their report was thorough and it took us several months to digest and address it.

**Communications:** A website was created along with a Facebook page so the village could be continually updated with the process and progress of the NP. Each edition of the Village News also ran an article explaining what had happened and what the next stage of the process was.

The dates of all Steering Group meetings, plus the Village Events, were advertised on the website and in the Village News and posters were put round the village before each meeting reminding people the Steering Group meetings were open to everybody and they were welcome to attend.



Economic surveys as well as organising three leaflet drops that reached every household and business in Weston-on-the-Green. Every Steering Group meeting was advertised in the Village News and by posters throughout the village during the week before each meeting.

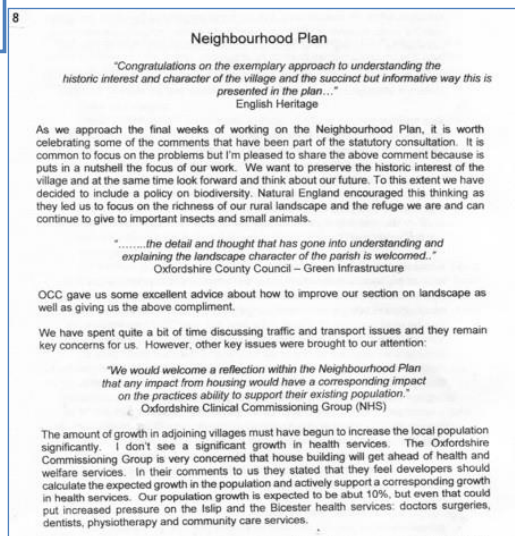
To ensure that the Steering Group had the maximum number of responses to the ideas and proposals put forward at the second Village Event in February 2016, door-to-door

conversations were held so that those who hadn't attended the event had the chance to add their voice to the responses. Once the ideas of policies and possible options had been developed, the team spoke to landowners



Four banners were put up in prominent positions around the village advertising each village event, as well as leaflet drops and posters around the village.

The community engagement team was responsible for delivering two Social and



### APPENDIX 3

who would be affected and met with young mothers to discuss their concerns about traffic and access to the playground.

After the October event, people were encouraged to visit the Church and view information on the website. Before the February event, volunteers conducted a door-to-door questionnaire to try to engage the whole village with the process. Following that event the SG felt it important to reach the households who had not so far engaged in the consultation process. An email was distributed asking for volunteers to talk with neighbours; another leaflet drop was organised directing people to the website showing the results of the survey.

There was agreement to form a group to investigate: the history of the field, any protection of the field and to plan for the future of the field. Two members of the Neighbourhood Plan group, both Parish Councillors volunteered for the group. Over the next five months the Neighbourhood Plan was amended to include a deeper look at the issues of biodiversity, connection to a wildlife corridor status and use of the Schoolfield. There was consultation with Cherwell District Council who in turn consulted the Environment Agency and Thames Valley Environments Records (TVERC) in order to understand how our concerns regards the Schoolfield, plus our biodiversity statement, would affect the Strategic Environmental Assessment Screening Option. Agreement on the wording occurred after consultation with the WF2 group.

A second village meeting occurred on January 24<sup>th</sup>, 2018 with 100-120 people present. This was an information sharing meeting regarding the research the ~WF2 group had done on the history of the Schoolfield and the present challenge of a potential housing application. Villagers were reassured that the Neighbourhood Plan had amended the plan to include a specific policy on the meadow.

Consultation has been wide and varied throughout the process of writing the Neighbourhood Plan. Writing the NP has been an iterative process and as such had asked much of the volunteers who have worked tirelessly throughout the process.

APPENDIX C

**HISTORICAL CONTEXT FOR THE VILLAGE**

The earliest map of the village, dated early 18<sup>th</sup> century and showing individual buildings, is in the County records office. Apart from the sequential issues of OS maps, the next most informative maps are those drawn up at the time of the sale of the village in 1918. The sale catalogue worked with two maps – one of the whole parish, showing fields, woodlands etc. and one showing the centre of the village and detailing properties in their different sale lots.

Comparison of the 1800 map with that of 1918 shows that there was very little change in the scale of the village during the 19<sup>th</sup> century. In fact when Jubilee Cottage (Church Lane) and the School House (North Lane) were built in 1887, it was reported in the local paper that these two buildings represented the only new properties built in the village 'within living memory'. Given that this phrase usually represents about 60-80 years and also that the 1800 map so closely resembles that of 1918 it is clear that the village did not grow during the Victorian era.

From records of the Manor during the 19<sup>th</sup> century, it is fairly clear that the owners, the Norris Berties, were not in the top echelons of the landed gentry and most of the mid-19<sup>th</sup> century was characterised by an empty Manor House undergoing modernisation. The family were probably unable to spend money on property for their tenants and it is likely there wasn't a great call for new buildings in the village anyway. In the Victorian age, many of the children of village families moved away because mechanisation was beginning to improve agriculture and reduce the number of people required in the workforce. Many men and women moved away to either Birmingham, West London or places further afield such as Australia and Canada and local women left to find work in service all over the country.

The most significant developments of the village in the 20<sup>th</sup> century was the building of Church Close and Westlands Avenue in the 1950's and 1960's. This provided approximately 50 bungalows and 18 semi-detached houses in a very conventional layout on land adjacent to the Ben Jonson public house and on the Bletchingdon Road. Extension of the Westlands Avenue development to Shepherd's Close added a further six semi-detached houses in the 1970's. These housing areas remain incongruous with the rest of the village pattern which exemplifies small incremental additions to housing over centuries, demonstrating different styles. This has built an interesting mix of housing which adds to the essential character and history of the village.

Certain areas of the village have remained undeveloped and are now valued as important open and green spaces: the wetland areas around North Lane, Gallosbrook and the Millpond, the ridge and furrow field near



### APPENDIX 3

the old School (the Schoolfield), the Manor moat, and areas to the west of Knowle Lane. Some of these areas are in danger of loss or damage if action is not taken to safeguard them from neglect or inappropriate development. In addition, although some commercial development of the farmland on the eastern side of the B430 has occurred, only very few dwellings are located on this side of the road. This is consistent with the historic origins of Weston-on-the-Green and its descriptive name.

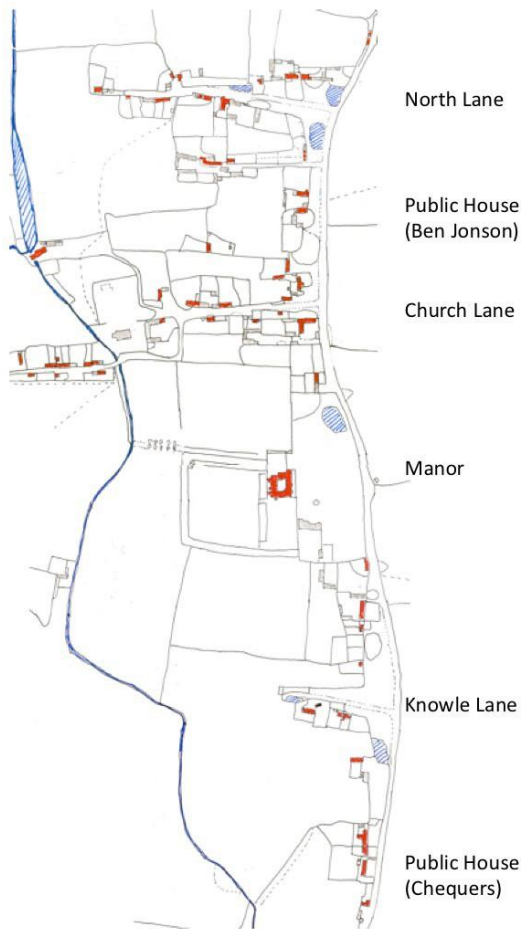


Fig A3: Weston-on-the-Green late 18<sup>th</sup> Century showing dwellings (red)

APPENDIX 3

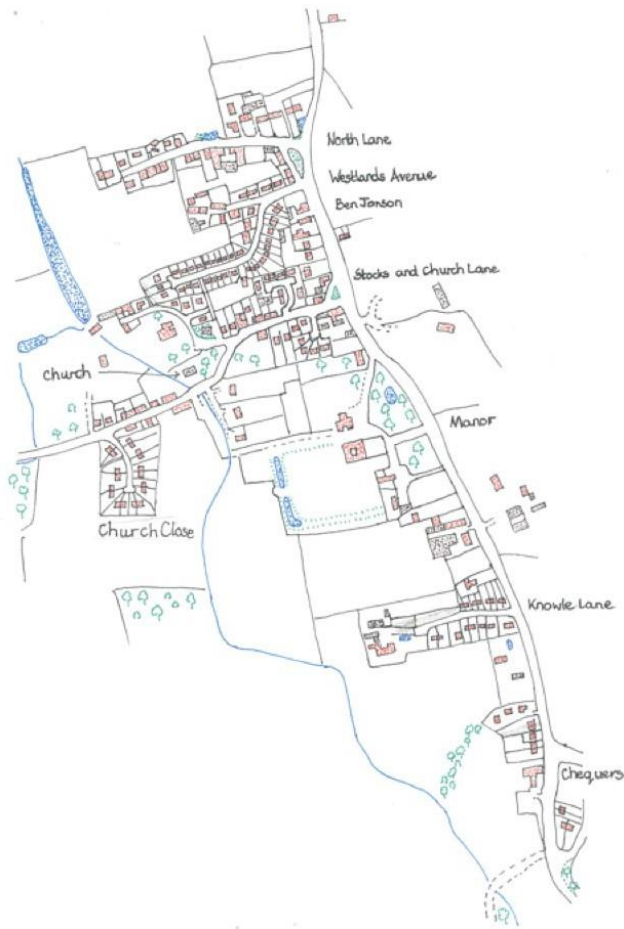


Fig A4: Weston-on-the-Green 2000

APPENDIX D

**SOCIAL AND ECONOMIC PROFILE OF WESTON-ON-THE-GREEN**

**Current profile of the parish.**

**Parish population:**

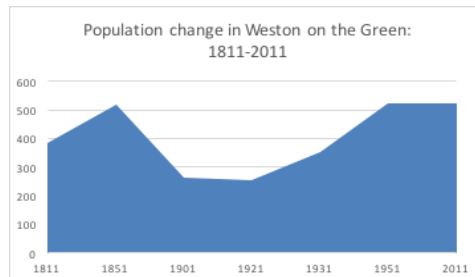
The 2011 census showed 523 inhabitants of Weston-on-the-Green parish (recorded from 218 households).

The population of the parish represents 0.37% of the total Cherwell District population and 0.08% of the total Oxfordshire county population. The age distribution of Weston is skewed in relation to neighbouring parishes and the larger county areas with a high proportion of 60 plus residents.

Age structure	Number of Persons
nursery 3-5	20
primary 5-11	37
secondary 11-18	41
University 18-25	25
working age 25-60	230
retired & 60plus	170

*Fig A5: Population numbers per age group. The median age of the parish in 2011 was 48.5 years compared with 40.5 years in 2001; the median for the UK population at large in 2011 was 40 years (ONS census data).*

Historic population data (1811 to present) indicate that the village population has not increased significantly over 150 years, with a notable loss of residents between 1851 and 1901.



*Fig A6: Population change 1811 to 2011 based on historical accounts of village occupation and census data from 1841.*

This may have been a combination of low registration of births (documented in the Constables' Book 1797-1843<sup>4</sup>) and slow recovery of the population as a result of the 1914-18 war. At best, there has been an

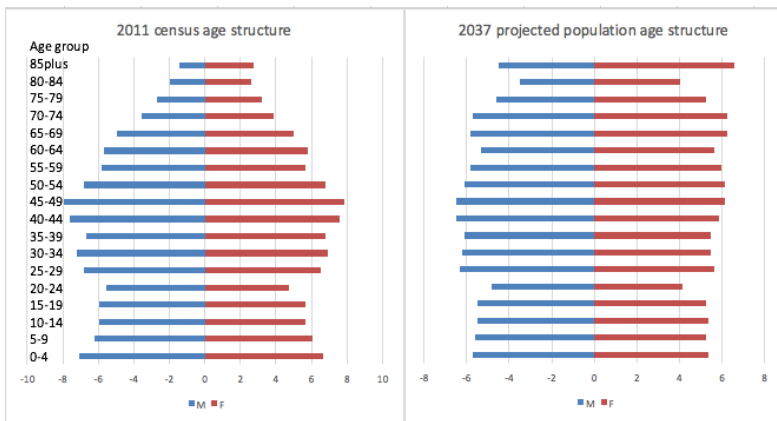
<sup>4</sup>The 'Constables Book for the Parish of Weston' is a handwritten record of public expenditure kept by a series of parish constables from 1797 to 1843. The record ceased following the County Police Act of 1839.

### APPENDIX 3

overall small increase in population since 1811 to date, although the population age distribution has changed significantly in that time.

The present skew in the parish towards an ageing population exaggerates the national trend in rural areas which is predicted to rise from 24% 65+ people recorded in 2013 to 29% 65+ people in 2021<sup>5</sup>. Equivalent predictors show significant expansion of the 65+ age group in Weston-on-the-Green to 2037 which could see this group exceeding 32% of the total parish population. By comparison, the 0-15 age group represented 19% of the total parish population in 2011 and is predicted to fall to 16% in 2037.

**Fig A7: Age distribution for Weston-on-the-Green at 2011 and projected to 2037 (calculated using Population**



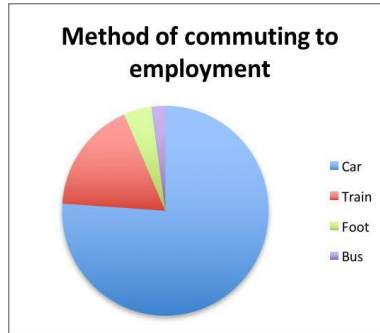
Estimates Analysis Tool released 28/4/16, Office for National Statistics).

<sup>5</sup> 2013 Rural Ageing Research Summary Report of Findings, Department for Environment Food and Rural Affairs, 2013; [www.tns-bmr.co.uk](http://www.tns-bmr.co.uk).

## APPENDIX 3

### Social and economic considerations

Weston-on-the-Green has a high level of employment closely linked with work opportunities in Oxford, Bicester and London. In 2011, 71% of adult residents were in some form of economic activity, 1% were declared unemployed. Average gross incomes for the parish were in the highest category at £980 average per week or more<sup>6</sup> with minor flanking areas in Kidlington and Bicester falling below that level.



**Fig A8:** Method of commuting to employment for residents of Weston-on-the-Green

The adult population in Weston-on-the-Green is therefore relatively advantaged with 40% having degree or higher qualifications, a low index of deprivation and better than average health (<http://www.neighbourhood.statistics.gov.uk>). However, this apparent advantaged picture can mask pockets of deprivation which may put an extra burden on community and local services.

### Employment

In 2011, the census recorded a total of 324 residents (62% of the total population of the parish) in some kind of employment, of which 54% were in full-time employment, 22% in part-time employment and 24% were self-employed. In 2015, the proportions recorded (Survey 2) from village residents were largely unchanged from these with the added information that 37% of households had residents who regularly worked from home.

Weston-on-the-Green supports a number of businesses in the village. The Cherwell area 016 is rich in businesses in the Professional, Scientific and Technical sector (19%), agriculture (16%) and building /engineering (11%). Survey 1 in the parish recorded more than 90 businesses, many located at the Weston Business Park, the Manor Farm retail development and within the village. Most of these employ 0-4 people with some notable exceptions (Kel-Berg Trailers and Trucks Limited, David Beecroft Limited, Axicon Limited, The Manor Weston) each of which employs in excess of 10 people. Many businesses are situated outside the village settlement area although there are a large number of residents and small businesses working from home in the village (Figure 19).

<sup>6</sup>Data from the Super-output area 016, of which Weston-on-the-Green is a subcategory area, 2007/2008

**APPENDIX 3**

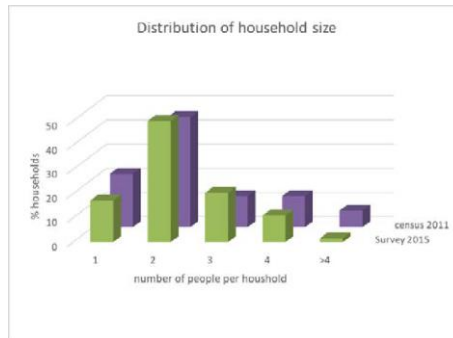
Of the villagers in employment, most (79%) commute from the village to their place of employment by private vehicle.

Similarly, the majority of workers employed by businesses in the parish commute from outside the parish boundary to their workplace.

**Housing**

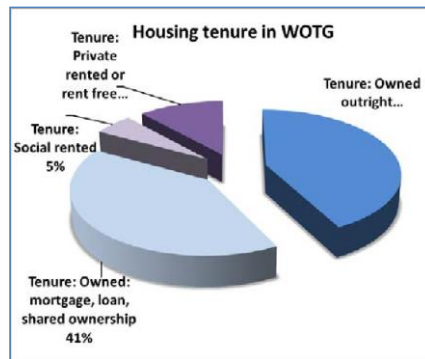
Of the 218 households identified in the 2011 census in Weston-on-the-Green, a high percentage (83%) were owner-occupied.

**Fig A9:** Distribution of household size in Weston-on-the-Green.



The median residency period in the village is 18 years, with one resident having lived in the village for 69 years. Weston-on-the-Green therefore has a core of relatively long-term residents of which 96% are owner-occupiers. Between 76% (census 2011 data) and 82% (survey 2015) of households had 3 or more bedrooms and most were detached.

Data collected over the last five years showed that the majority of households had two residents, despite the predominance of larger housing in the village. Figure A9 shows consistency in this trend comparing the 2011 census data (purple) with village survey data (green) collected in 2015.



**Fig A10:** Ownership/rental status for housing in the village.

Rental properties were in the minority, with only 5% being shared/social rental and 10% being private rentals.

In 2011-2012, fewer than 11% of houses built in the South-East region were constructed as part of a Housing Association or Local Authority scheme, representing affordable housing at entry level. In Weston-on-the-Green, the recent development of Gallosbrook provided seven houses close to the village centre, three of which were part of a shared ownership scheme. However, 47% of residents of Weston-on-the-Green wanted new

## APPENDIX 3

housing to fall into one of “affordable, retirement/sheltered, shared ownership or Council/Housing Association” categories.

70% of village residents (Survey 1) agreed that more housing should be built in the village, identifying the need to attract young people to the village as being the main motivation (33% of respondents wanted young people), closely followed by the need to accommodate retirees (26% of respondents) who wish to stay in the village but may need alternative accommodation types. However, the median value of properties in the village in 2013 was £344,995, significantly above the regional median (Cherwell District) of £220,000 and local people have concerns about the affordability of housing in Weston-on-the-Green, particularly for young people and families. In particular, there are a number of young adults who were raised in the village and would like to return as homeowners, but are unable to do so because of the lack of affordable, available housing.

**Fig A11: Average house prices (in £1000s) sold between 2011 and 2015 shows a rising trend from £300,000 in 2011 towards £500,000 in 2015**

Overwhelmingly, given the current average price of real estate in the village and surrounding area, the need for affordable houses was highlighted in the survey responses (20% of all responses included this as a priority need). The average price of real estate in the OX25 postcode was almost £500,000 in April 2016 and despite the economic constraints of the last 7 years, has risen steadily over that time (Housing Market trends for



OX25). Firstly, most housing prices are beyond the means of many younger people and first-time buyers. Secondly, there is little available housing that comes to market in the village and sales tend to be quickly completed.

### Nurseries and Schools

The village has one private pre-school/nursery within the parish boundary, Bear Necessities (near Wendlebury, 1.5 miles). Others are more distant:

- Willow Cottage (Bletchington, 2.2. miles)

### APPENDIX 3

- Chesterton Play Group (Chesterton, 3.4 miles)

The village survey of 2015 identified that, despite the low number of resident children of pre-school and school age in the village, a much larger number of children were regularly cared for/supervised in the village by grandparents or other relatives/friends. This brought into focus a need for more nursery facilities in or close to the village and other community services for young children.

Weston-on-the-Green has no school in the village. The original school, founded in 1855, closed in 1984. Children in the village are served by five primary schools within a radius of 5.5 miles from the village centre:

- Chesterton VA C of E: 3.4 miles
- Kirtlington VA C of E: 4.9 miles
- Bletchingdon Parochial VA C of E: 2.5 miles
- Dr South's VA C of E, Islip: 4 miles
- Heyford Park Free School: 5.5 miles

Three of these schools are full to quota or oversubscribed for 2016 and two (Bletchingdon and Heyford Park) are filling rapidly. Children attending secondary schools and sixth form colleges travel further afield to Bicester, Woodstock, Heyford Park, Oxford, Banbury, Abingdon, Witney and Headington. Compared with the national average, a higher proportion of children from the village attend independent schools. There are currently no plans to build a school in the village.

#### Community facilities and services

Weston-on-the-Green has a lively social life and the available facilities are well used. The village survey provided an indicator of the use and popularity with residents. Many residents use the village shop/post office on a daily basis and there was a clear emphasis on the importance of maintaining this service for the village. The Memorial Village Hall, which is run as a charity governed by a Board of Trustees, also provides facilities that support activities for both the village and external users.

Frequent users from the village are the Women's Institute, Parish Council, Garden Club, Weston Walkers, Weston Society, Painting and Art group, and various fitness groups. In all, the Memorial Village Hall recorded more than 2000 local users in 2015 with a further 1000 external users from commercial bookings.

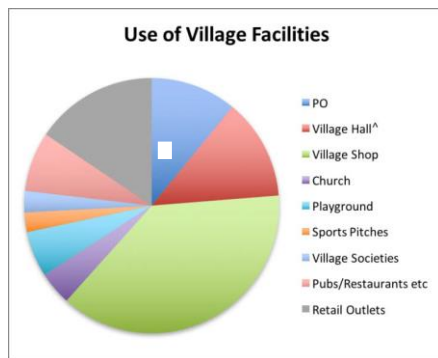


Fig A12: Use of village facilities as captured in the Neighbourhood Plan survey 1.



### APPENDIX 3

The playing field and playground are the main space for recreation on the community green. Situated on the edge of the historic heart of the village, it is poorly connected to the rest of the village, relying on the main Bletchingdon road as the primary access route from elsewhere. The road has no verge or footpath and is a serious barrier for users of the playing field and playground as children and families find access difficult and dangerous.

At the heart of the village is the Church of St Mary the Virgin in the Akeman Benefice, which is still well attended. The Church bells have recently been restored and a new bell-ringing group has convened. The village has actively supported the upkeep and improvement of the Church for many years and is looking at supporting some secular activities in the Church.

Informal social life focuses on the two public houses and the Milk Shed, a popular café and ice cream parlour on Manor Farm.

Although a small village, Weston makes the most of its limited community services and facilities. The recent village surveys conducted as part of the Neighbourhood Plan consultation identified the significant number of residents who undertake at least some regular work from home. This has been largely unrecognised until now, and brings into focus areas where community facilities can be upgraded to support this economic activity and help to rebuild vibrancy in the village.

Weston has strong links to surrounding villages and facilities in Oxford and Bicester. The parish is keen to protect its historic assets (e.g. the moat, the village ponds, the broad grass verges, the spinney and nature trail, the footpath network and the scheduled SSSIs) from unsympathetic development.

**Transport and highway considerations**

Primary access to the village is via the B430 on a north/south axis. There is a secondary route to the village from the Bletchington Road using Church Lane and Church Road to join the B430.

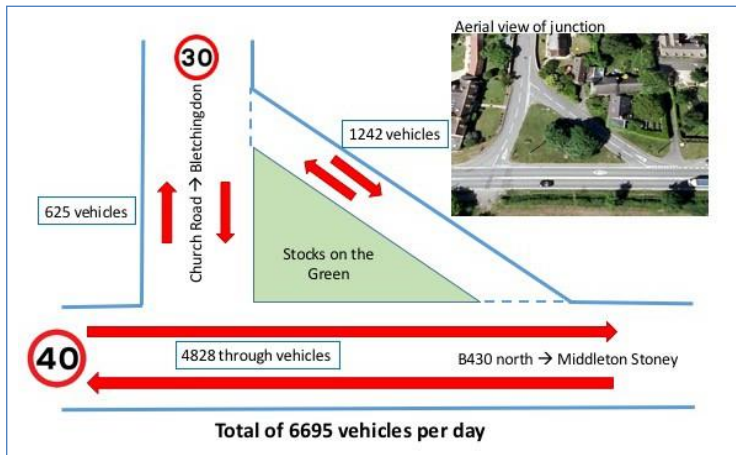


Fig A13: Traffic volume recorded in one day of April 2016 (school holiday period).

The B430 is subject to high traffic volumes often at speeds above the 40 mph limit currently in force. Traffic surveys have been undertaken in the last five years to monitor traffic volume and speed.

Survey 1, 2011: Speed survey B430

Survey 2, 2015: Vehicle volume B430 and Church Road

Survey 3, 2016: Vehicle volume and speed, B430 and Church Road

A survey undertaken in April 2016 recorded more than 6,500 vehicles per day using the B430, including over 200 lorries and HGVs. There is a weight restriction on the south flyover access to the A34 which is poorly observed. High traffic volumes were also observed on the partly single lane width Church Road/Church Lane route (more than 1750 vehicles per day) again often at speeds in excess of the 30 mph limit. At peak periods, over 150 vehicles per hour use this narrow lane to avoid congestion on the A34.

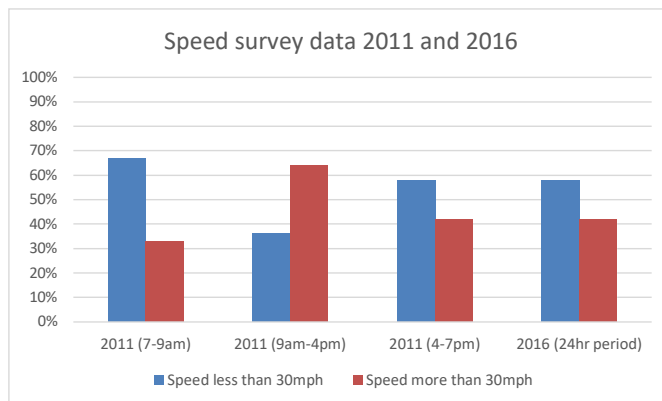
Vehicle type	B430 northbound	B430 Southbound	B430/Church Lane turns
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**APPENDIX 3**

Car	2232	1511	1577
Motorcycle	19	21	13
Light van	166	128	109
Large van	267	172	124
Lorry	65	52	29
HGV/articulated lorry	151	21	5
Bus/coach	10	8	1
Farm vehicle	3	2	9
<b>Totals</b>	<b>2913</b>	<b>1915</b>	<b>1867</b>

**Fig A14:** Number of vehicles recorded in a 14 hr period (0500-1900) April 2015

A vehicle speed survey undertaken in 2011 showed that 33% of vehicles exceeded the 30mph limit between 07.00 and 09.00 during the morning peak period; 64% exceed the speed limit between 09.00 and 16.00 and 42% exceed the speed limit between 16.00 and 19.00 during the evening peak.



**Fig A15:** Recorded speed groups of vehicles using Church Road during the time periods shown (Surveys 1 and 3)

Noise is a significant factor at peak commuter times due to the traffic volumes, and the noise of heavy vehicles travelling through the village at night is particularly disruptive for residences close to the B430. The junction

### APPENDIX 3

of the B430 with the Bletchingdon Road creates an element of hazard for commuters as well as pedestrians as the road layout here is confusing for users. The lack of pavements on Church Road/Lane restrict the ability to safely access the village shop, Hall, Church and the playing field which are the "core" of the village.

There are no pedestrian crossing points on the B430 that would allow easy access from the residential part of the village to the west of the B430 to the businesses and facilities to the east, even though the Milk Shed café is well used by villagers and accessed regularly by foot. The sweeping curve of the B430 and the 40mph speed restriction make vehicular access from the side streets a cause for concern.

Public transport is almost non-existent. The only bus service through the village was discontinued in July 2016. There is therefore a high reliance on cars for employment commuting and daily activities such as shopping and attending appointments (e.g. doctor, dentist etc).

The public footpaths and bicycle paths lack co-ordination to allow access through and around the village.

## APPENDIX 3

### APPENDIX E

#### COMMUNITY SURVEY DATA (see Figure 3 of the Plan)

##### Survey 1a – Basic householder profile: Householder responses

The village survey conducted in October 2015 sought to establish key drivers for identifying the type of housing and facilities that residents felt were important for the future. The identification of valued facilities helped to prioritise new housing sites in the village. The survey responses were collated; volunteers helped with personal visits to residents where necessary.

## APPENDIX 3

### Neighbourhood Planning – WG S&E survey questionnaire – 31/07/15

#### People:

1. age profile:
  - 1.1. which age range do you belong to? <21; 22-39; 40-59; 60-74; 75+
  - 1.2. how many people are in your household?
    - 1.2.1. Will this number change: in 5 years; 10 years; >10 years?
2. How long have you lived in the village?

#### Housing:

3. Households:
  - 3.1. What type of dwelling do you live in?: detached, semi detached/terraced, flat/maisonette, bungalow, caravan/mobile home/temp structure/ other
  - 3.2. How many bedrooms: bedsit/1, 2,3,4 or more
  - 3.3. Housing tenure: is your dwelling owner occupied; housing association/council rent; private rent; 2<sup>nd</sup> home + duration of residence/ tied to employment
  - 3.4. *Unoccupied housing (this is probably not for the questionnaire but we need to know the number in the village (if any))*
4. Suitability of your housing:
  - 4.1. Is your home: Too small; too large
    - 4.1.1. What features affect your answer above: garden/ stairs/access/repair/upkeep/parking/ other
  - 4.2. Ideally would you like to: remain in own home; move to other premises?
  - 4.3. What assistance would you require to remain in your home: home repair/handyman, adaptation (eg stairlift, disabled access), equity release, sheltered support
  - 4.4. In selecting a new home to move to, what are the important factors in selection
    - 4.4.1. Single level living
    - 4.4.2. Purchase/rental cost of property
    - 4.4.3. Running costs
    - 4.4.4. Public transport
    - 4.4.5. Close to support services: health facilities, post office, bank, other
    - 4.4.6. close to schools/nursery
    - 4.4.7. close to shops/leisure facilities
    - 4.4.8. close to centre of village (church and social focus)
    - 4.4.9. close to countryside
    - 4.4.10. close to friends and family
5. Is there a need for more housing in the Parish?
  - 5.1. Yes – in 5 yrs/ >5 yrs; No

## APPENDIX 3

- 5.2. What reasons are there for new housing? (how do we write this to get 1) personal reasons that relate to their own circumstance and 2) general reasons that might relate to others coming to the village e.g. a younger population):
- 5.2.1. Family members wishing to move back to village
  - 5.2.2. Living with parents
  - 5.2.3. Family expanding
  - 5.2.4. Retirement/downsizing/equity release/lower cost
  - 5.2.5. Health issues/support needed
  - 5.2.6. Closer to amenities
6. Affordability:
- 6.1. Annual incomes of those with village housing need:
    - 6.1.1. < 10Kpa; 10-25K; 25-40K; >40K (how does this align with housing association shared ownership rules)
7. What kind of new housing do you think should be built in the village:
- 7.1. Affordable housing (definition?)
  - 7.2. Open market development
    - 7.2.1. What type of development (flats, terrace/semi det, 1-2 bed, 2-3 bed, 3-4 bed, 5-6 bed, detached, bungalows, courtyard development (shared areas)
  - 7.3. Shared ownership schemes
  - 7.4. Council and/or Housing Association housing

### **Business in the Parish:**

- 8. Do you work in a business within the village?
  - 8.1. Do you work from home (all the time/part of the time)
  - 8.2. If you are an owner/manager of a business, how many people do you employ at this location (how many from the village?)
    - 8.2.1. 1
    - 8.2.2. 2-5
    - 8.2.3. 6-10
    - 8.2.4. 10+
  - 8.3. Are there any facilities that would make working from Weston better? (e.g. availability of meeting rooms, shared facilities, faster broadband)
  - 8.4. If you travel to work, what is the distance of your commute?
    - 8.4.1. Within the Village/Parish
    - 8.4.2. Oxford/Oxfordshire
    - 8.4.3. London
    - 8.4.4. Elsewhere
  - 8.5. How do you travel to work
    - 8.5.1. Car
    - 8.5.2. Bus
    - 8.5.3. Train

**APPENDIX 3**

8.5.4. cycle

**Use of Village and neighbouring amenities**

- 9. Do you have nursery and school-age children in your household?
- 9.1. Number of children (and ages)?
- 9.2. Do you use a nursery in the Parish?
- 9.3. Other nursery facilities used – distance from home?
- 9.4. Which schools do your children attend – distance from home?
- 9.4.1. How do your children travel to school: bus; car; bicycle; other?
- 10. Users of Village facilities: -how often do you use:
- 10.1. Post office
- 10.2. Village Hall
- 10.3. Village Shop
- 10.4. Church
- 10.5. Playground
- 10.6. Sports pitches
- 10.7. Village societies
- 10.8. Pubs and restaurants
- 10.9. Retail outlets (e.g. Godwins Farm)
- 11. Which existing village amenities do you most value (e.g. 1=unimportant to me; 5 = essential)
- 11.1. Post office
- 11.2. Village hall
- 11.3. Village shop
- 11.4. Church
- 11.5. Playground
- 11.6. Sports pitches
- 11.7. Village societies
- 11.8. Pubs and restaurants
- 12. Are there other or better amenities which you would like to see in the village(e.g. nursery school, community meeting rooms, improved bus service etc)

**Survey1b- feedback on current village profile: Householder responses**

How many people are in your household?

<b>Count of Replies</b>	<b>65</b>
<b>Average</b>	2.28
<b>Median</b>	2
<b>Household Size:</b>	
<b>Single Person</b>	12



### APPENDIX 3

<b>2 People</b>	32
<b>3 People</b>	11
<b>4 People</b>	7
<b>5 People</b>	1

How many residents of your household are in the age range:

Age	<18	18-24	25-65	>65
<b>1 per household</b>	5	3	12	16
<b>2 per household</b>	6	1	21	23
<b>3 per household</b>			3	

How long have you lived in the Village (years)?

<b>Average</b>	<b>21.22</b>
<b>Min</b>	moved this year
<b>Max</b>	69 years

What type of dwelling do you live in?

Dwelling Style	Count
<b>Detached</b>	35
<b>Semi/Terrace</b>	22
<b>Flat</b>	0
<b>Bungalow</b>	14

How many bedrooms in your dwelling?

Bedrooms	Count
<b>1 Bedroom</b>	2
<b>2 Bedrooms</b>	10
<b>3 Bedrooms</b>	24
<b>4 Bedrooms</b>	31

Housing Tenure:

<b>Owner Occupied</b>	68
<b>Housing association</b>	2
<b>Private Rent</b>	1

Is your home:

<b>Too Small</b>	1
<b>Too Large</b>	4
<b>Right Size</b>	57

Factors affecting home size reply:

### APPENDIX 3

<b>Garden</b>	<b>6</b>
Stairs	1
Access	1
Repairs/upkeep	1
Parking	1
Other	3

Ideally, would you like to move to other premises in the next 10 years?

<b>Yes</b>	<b>13</b>
------------	-----------

What assistance would you require to stay in your home?

<b>None</b>	<b>50</b>
Home Repair/Handyman	8
Adaptations	3
Care support	7

In selecting a new home to move to, what are the important factors?

<b>Single Level Living</b>	<b>16</b>
Cost of Property	26
Running/Repair costs	21
Public Transport	30
Close to: Support Services	23
School	9
Shops/Leisure	31
Village centre	29
Countryside	35
Family and friends	25

Do you think there is a need for more housing in the Parish?

<b>Yes - in 5 years</b>	<b>32</b>
Yes - in over 5 years	15
No	21

What reasons are there for new housing?

<b>Proximity to family</b>	<b>15</b>
Young families moving to the village	38
Family expanding	7
Retirement/downsizing/equity release/lower cost	31

### APPENDIX 3

Health issues/support needed	7
More single occupancy	14
Other	3

What kind of new housing do you think should be built in the village?

Affordable housing	43
Flats	6
Terrace/semi detached	20
1-2 bed	31
2-4 bed	31
5+ bed	5
Detached	15
Bungalow	23
Retirement/sheltered housing	32
Shared ownership schemes	22
Council/Housing Association	19

### APPENDIX 3

Are you employed at present?

<b>Employed</b>	<b>Full time</b>	<b>32</b>
	Part time	14
<b>Self Employed</b>	Full time	8
	Part time	9
<b>Student</b>		4
<b>Other</b>	(sometimes "retired" pencilled in)	39

How often do you use the Village facilities?

	Never	Rarely	Monthly	Weekly	Daily
<b>Post Office</b>	20	20	13	15	3
<b>Memorial Village Hall</b>	6	23	36	6	0
<b>Village Shop</b>	21	19	5	8	20
<b>Church</b>	14	35	13	10	0
<b>Playground</b>	32	23	3	6	2
<b>Sports pitches</b>	50	12	0	2	1
<b>Village Societies</b>	15	22	32	1	0
<b>Pubs Restaurants etc.</b>	1	33	27	6	2
<b>Village Retail</b>	0	17	25	28	3

Are there other or better facilities which you would like to see in the village?

<b>Schools</b>	<b>19</b>
<b>Community meeting rooms</b>	7
<b>Other educational services</b>	13
<b>Better connectivity (broadband, mobile signal)</b>	51
<b>Allotments</b>	30

"Other" Suggestions for improvements:

<b>Group for Pre-school</b>	<b>Street Light, Vet</b>
<b>Traffic Calming</b>	<b>Bus Service Hourly</b>
<b>Better Public Transport</b>	<b>Bus</b>
<b>Tennis, Bowling</b>	

#### B: Survey feedback on current village profile: Business Related Results.

How many people do you employ at this location, and do they reside in the parish?

Number of Employees	Residing in Parish
1 3	1

### APPENDIX 3

2-5	4	2
6-10	1	
10+	1	

Are there any facilities that would make working from Weston better for your business?

Facilities	
Availability of Meeting rooms	1
Shared Facilities	1
Faster Broadband	7
Better Mobile Connectivity	5
Better Visitor/staff Access	1
Other	1

How do your employees travel to work?

Car	26
Bus	
Train	
Cycle	2
Foot	4

Number of employees and distance travelled:

	Number Employees	Distance
Within the Village/parish	2	0
Oxfordshire	28	Ave 10 miles
London	0	0
Elsewhere	2	30

#### Survey outcomes:

- A total of 77 survey responses were received out of 218 households which had the opportunity to make a return (35.3% of total) and including 73 total attendees of the two village meetings held on Feb. 6<sup>th</sup> and 10<sup>th</sup> 2016.
- The survey questions were based on the inputs from villagers who attended the meetings of Oct 17<sup>th</sup> and 22<sup>nd</sup> 2015 and were designed to collect more in-depth views on focused issues.
- Outcomes for each section of the survey are summarised as the percentage of votes for or against each idea put forward.

The results to the sections of the survey were as follows:

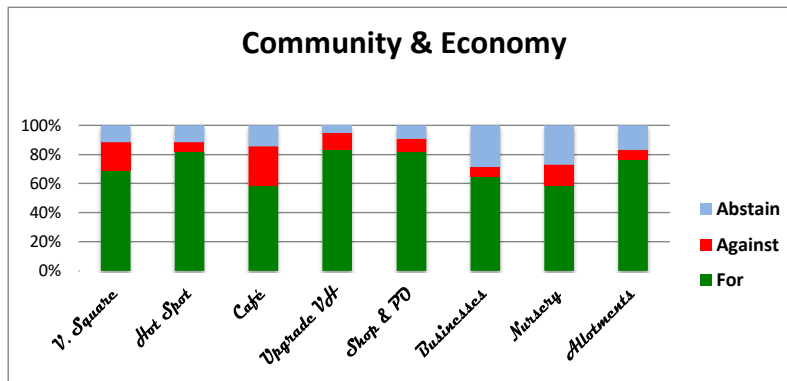
#### Community & Economy

## APPENDIX 3

### Ideas:

- Create a village square between St. Mary's Church and the Memorial Village Hall
- Improve mobile phone reception, Wi-Fi hot spot at village square
- Promote a pop-up café on the square
- Upgrade the Memorial Village Hall and add a conference room and an auxiliary room
- Retain village shop and post office in its current location
- Retain some of the non-residential building stock to accommodate community businesses (e.g. A3 use class: restaurant / café)
- Identify a site for a nursery school within a 10-minute walk of 80% of homes
- Investigate the demand for allotments and possible provision

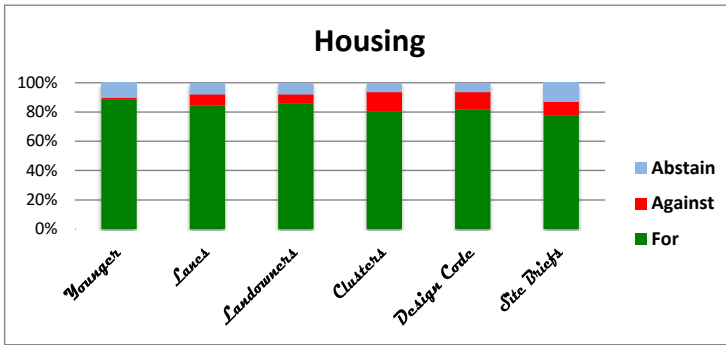
### Results:



### Housing Ideas

- Priority for young people, families and elderly long-term villagers wanting to down-size
- Maintain settlement pattern of winding lanes to the west of B430
- Work with land-owners willing to offer sites for affordable housing, self-build and custom-build
- Sites identified for small clusters of housing – see Proposals Plan exhibition panel
- Produce a general Design Code for new developments in the village – see Design exhibition panel
- Produce Site Development Briefs for each potential site to guide development

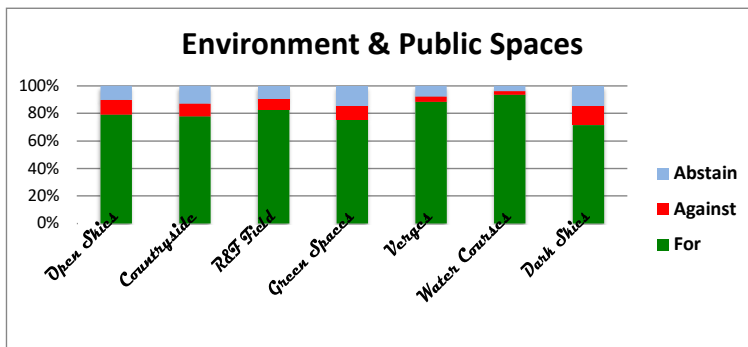
Results:



Environment & Public Spaces Ideas

- Retain the open nature and big skies east of the B430
- Retain the countryside setting to the north of North Lane
- Retain the ridge and furrow field
- Identify the remaining green spaces in the village that should not be built on – see Proposals Plan exhibition panel
- Protect broad verges: aim for off-road and off-verge parking where possible
- Protect ancient water courses
- Preserve dark skies and tranquillity

Results

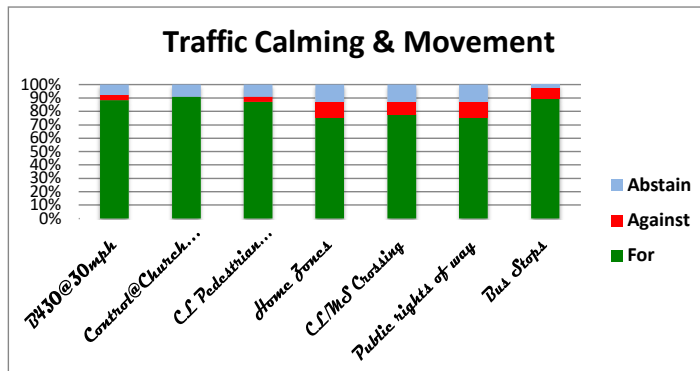


### APPENDIX 3

#### Traffic Calming & Movement Ideas:

- Reduce the speed limit on the B430 to 30mph by agreement with Oxfordshire County Council
- Create a traffic-calming feature at the northern and western entrances to the village (B430 and Church Lane)
- A special scheme in Church Lane to be designed to ensure pedestrian safety between the post office and the play ground
- Establish 'Home Zones' on all other streets within the village, with a 20mph speed limit and priority for pedestrians (requires agreement with the County Council)
- Provide pedestrian crossings giving access to the east side of the B430 both at the junction with Church Road and at the Milk Shed
  - Establish new public rights of way to improve the pedestrian network
  - Create new bus stops and shelters on the B430, close to Chequers, for an hourly Stagecoach S5 (Bicester / Oxford) service.

#### Results:



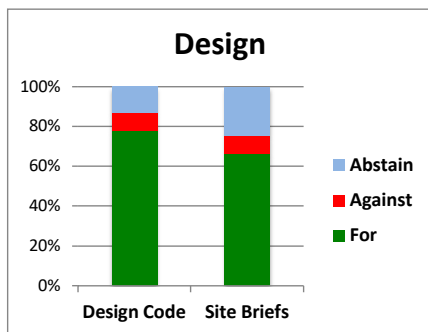


### APPENDIX 3

#### Design Ideas:

- Produce a general Design Code (Appendix E) to ensure developers design housing that is compatible with the existing village.

#### Results:



**APPENDIX 3**

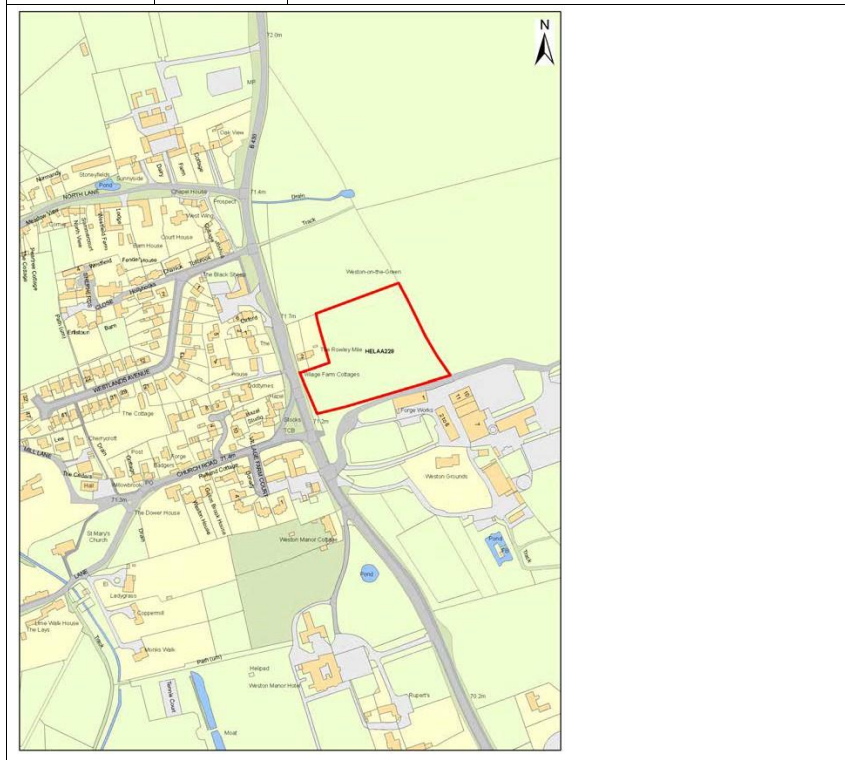
**APPENDIX F**

**SITE APPRAISAL FOR HOUSING DEVELOPMENT AND ENVIRONMENTAL STATEMENT –**

This section shows the sites in the CDC Housing and Economic Land Availability Assessment (HELAA) 2018. In the left column, the overall assessment by CDC is stated; the site description relates to the map below; the right column records the assessment in the context of this Neighbourhood Plan objectives and policies.

**Sites considered for housing development** (maps reproduced from the HELAA 2018: © Crown Copyright and database right 2017. Ordnance Survey 100018504)

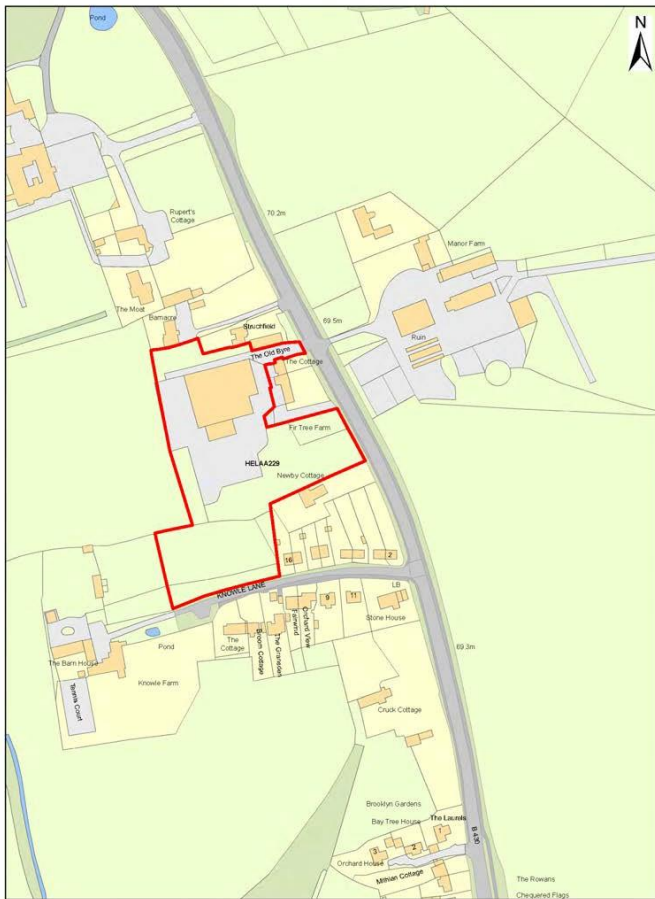
Sites identified in the HELAA 2018	Site description	Reason for <del>non-allocation</del> rejection under this Plan
<b>HELAA 228</b>  <b>OVERALL ASSESSMENT: NOT SUITABLE</b>	Land to the east of B430, part of Weston Grounds Farm	The site is located to the east of the B430 and has poor connectivity to the village. The site provides a valuable open rural vista to the east. It is contrary to Objective O5 (Transport) and Policies E1, E2, H5 of the Neighbourhood Plan.



APPENDIX 3

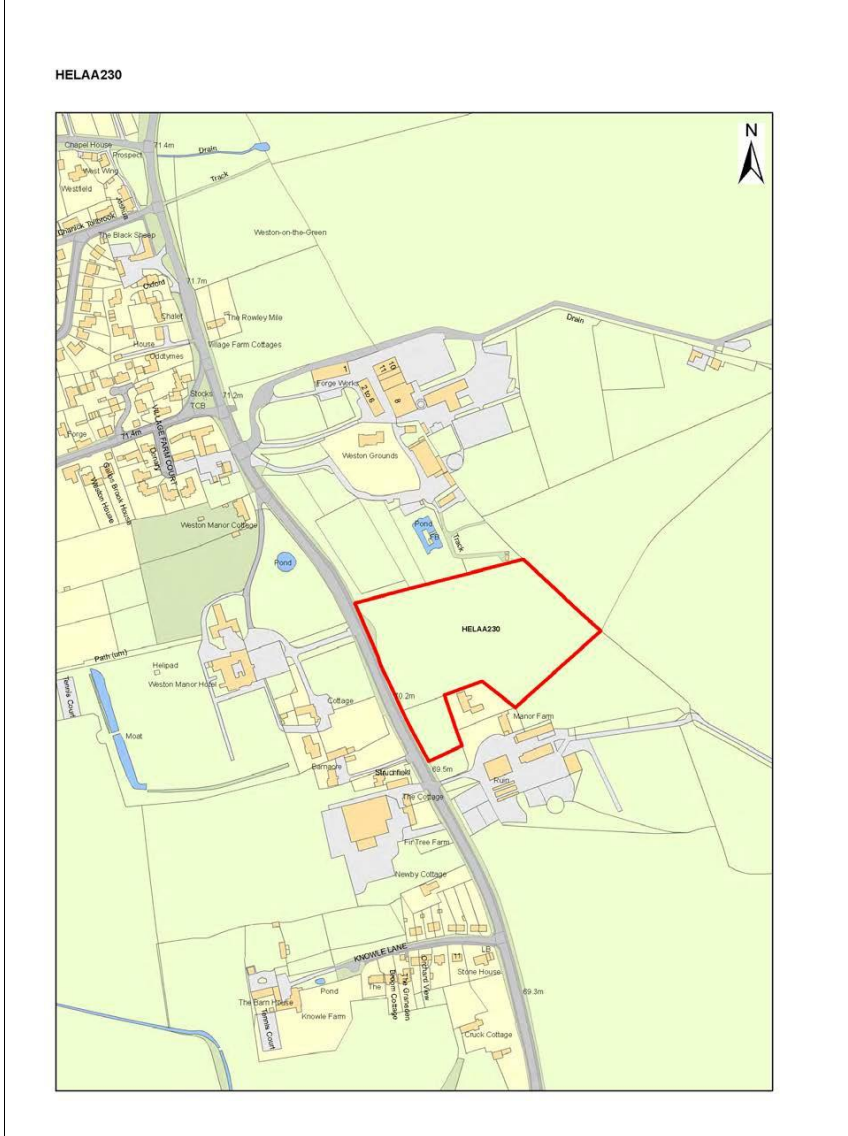
<p><b>HELAA 229</b></p> <p><b>OVERALL ASSESSMENT: SUITABLE, AVAILABLE AND ACHIEVABLE</b></p>	<p>Land at Fir Tree Farm and North of The Knowle, Weston on the Green</p>	<p>This site is centrally located for access to the village core and is currently used for agricultural and business purposes. The site lies within the Green Belt and would need to satisfy the requirements of an exceptional site in order to be considered for development. This site would be supported for development by the Parish Council if it could meet planning conditions.</p>
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HELAA229



**APPENDIX 3**

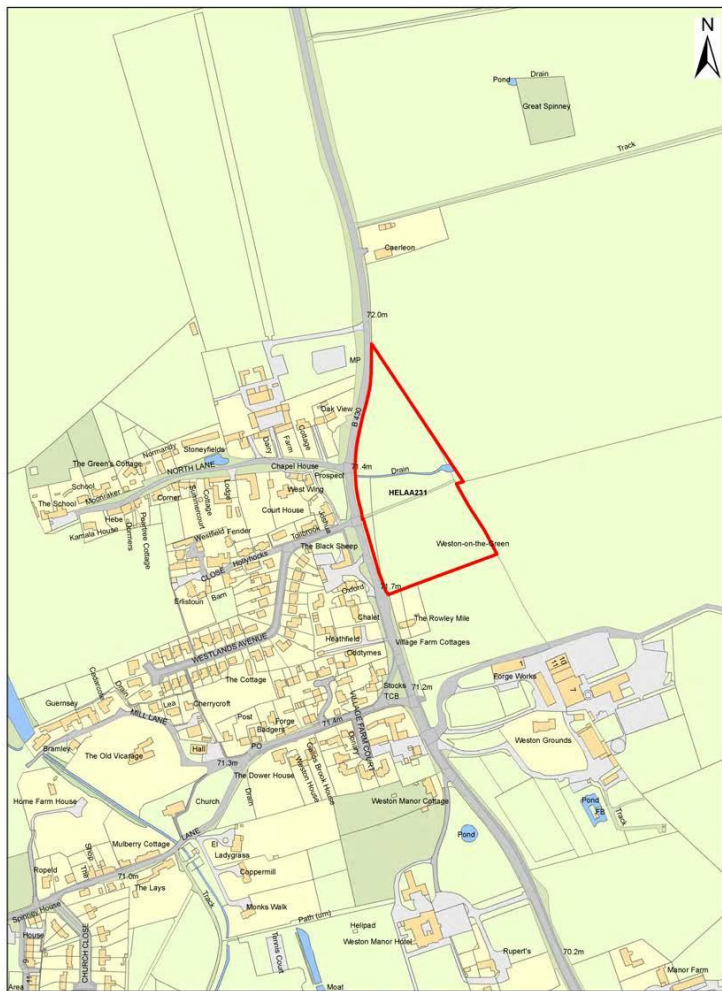
<p><b>HELAA 230</b></p> <p><b>OVERALL ASSESSMENT: NOT SUITABLE</b></p>	<p>Land at Weston on the Green, Weston on the Green</p>	<p>Land on the eastern side of the B430 with poor connectivity to the village. The site extends over the site of the original Green and provides valued views to the east from the village boundary. It is contrary to Policies E1, E2, H5 of the Neighbourhood Plan.</p>
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**APPENDIX 3**

<p><b>HELAA 231</b></p> <p><b>OVERALL ASSESSMENT: NOT SUITABLE</b></p>	<p>Field known as Baby Ben, adjoining Northampton Road</p>	<p>This site lies to the east of the B430 and is subject to flooding. Access from the site is on a bend in the road where the carriageway is already narrowed. It is contrary to Objective O5 (Transport) and Policies E1, E2, H5 of the Neighbourhood Plan.</p>
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**HELAA231**



**APPENDIX 3**

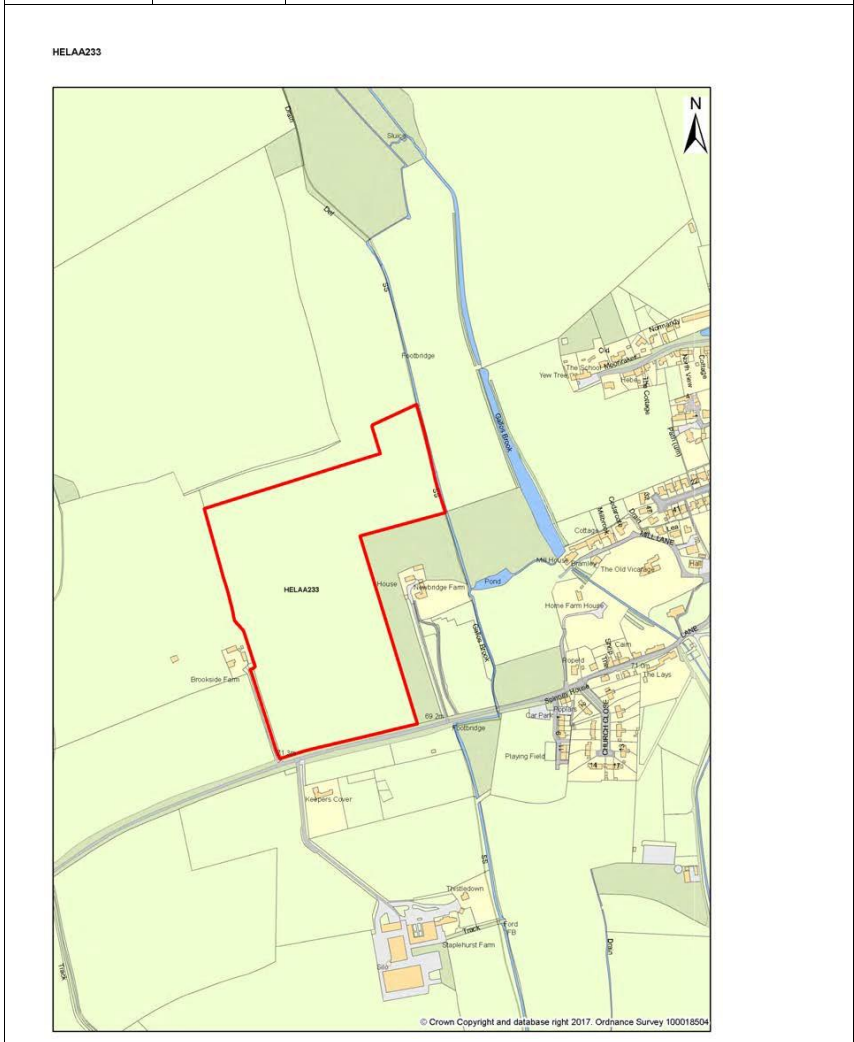
<p><b>HELAA 232</b></p> <p><b>OVERALL ASSESSMENT: NOT SUITABLE</b></p>	<p>Land adjoining Caerleon, Northampton Road</p>	<p>This site lies immediately adjacent to PR82 to the east of the B430. Access from the site is on a bend in the road where the carriageway is already narrowed. It is contrary to Objective O5 (Transport) and Policies E1, E2 and H5 of the Neighbourhood Plan.</p>
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HELAA232



**APPENDIX 3**

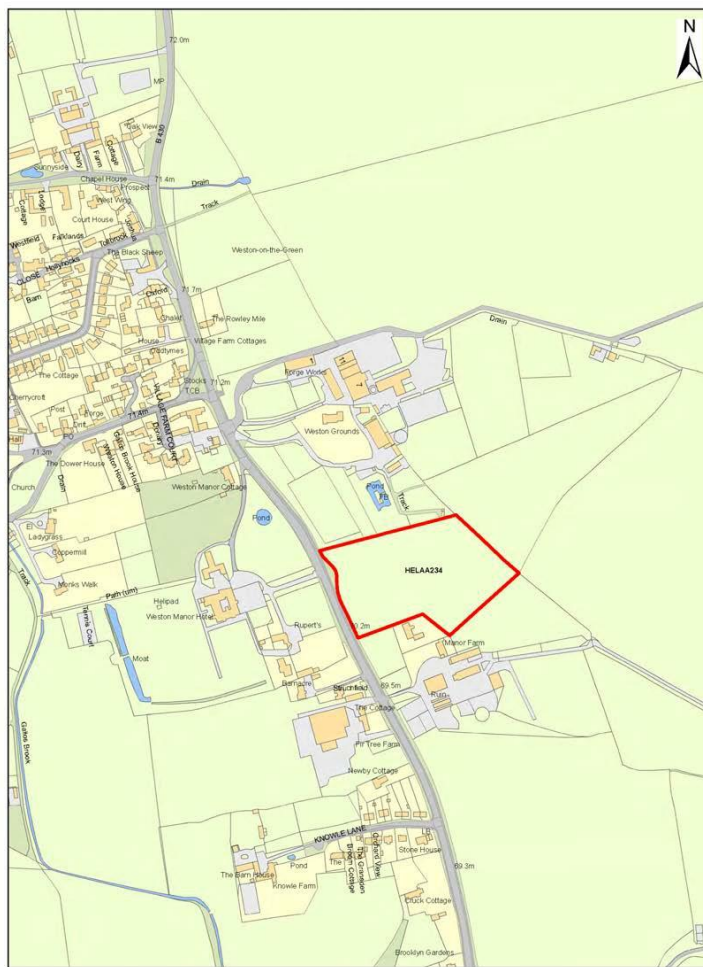
<p><b>HELAA 233</b></p> <p><b>OVERALL ASSESSMENT: NOT SUITABLE</b></p>	<p>Land opposite Staplehurst Farm, Church Road</p>	<p>This site is outside the Parish Boundary and therefore not applicable to this Plan. However, since it has immediate adjacency to Weston-on-the-Green on the Bletchingdon Road, concerns about access onto the very narrow and already busy single track lane through the village have been raised. The lack of public transport to the village compromises a development of this size where it would increase private car use and numbers (car journeys and parking).</p>
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**APPENDIX 3**

<p><b>HELAA 234</b></p> <p><b>OVERALL ASSESSMENT: NOT SUITABLE</b></p>	<p>Land east of B430 opposite Weston Manor</p>	<p>Greenfield site outside the built-up limits. Weston on the Green is a Category A village in the adopted Local Plan Part 1, the category of the most sustainable villages in the district. The adopted Local Plan makes provision for some development (10 or more homes and small scale employment) at Category A villages. The site overlaps with HELAA230 - see separate assessment. It is contrary to Policies E1, E2, H5 of the Neighbourhood Plan.</p>
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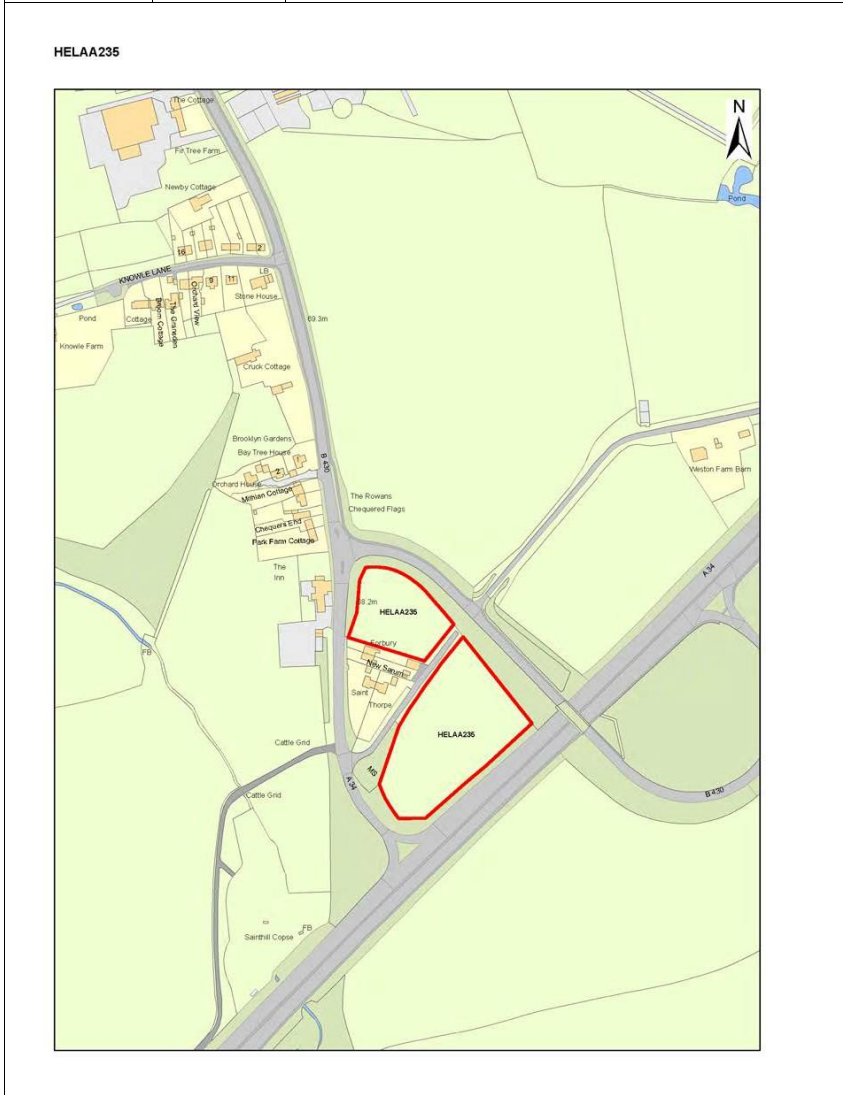
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**APPENDIX 3**

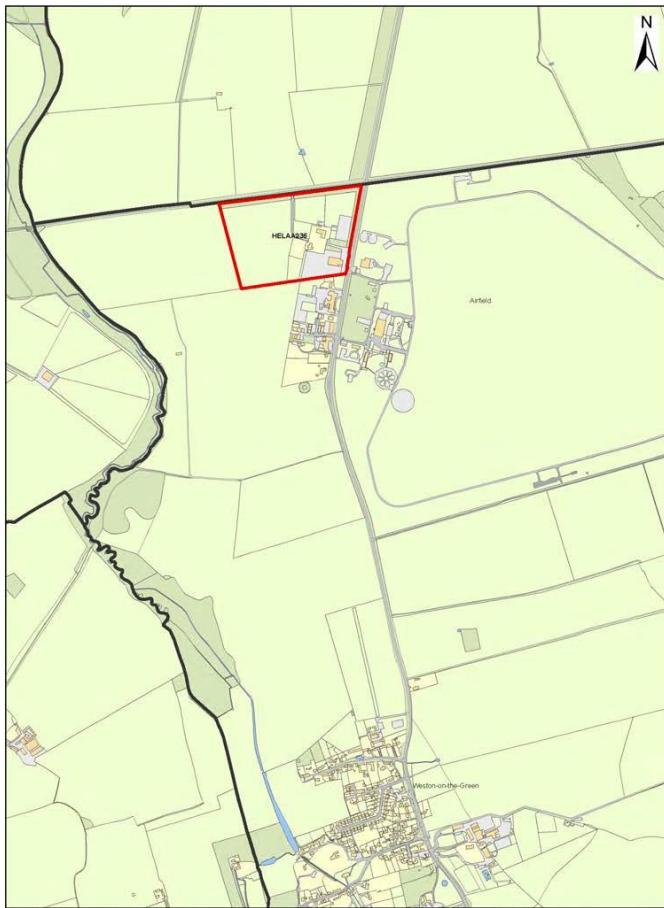
<p><b>HELAA 235</b></p> <p><b>OVERALL ASSESSMENT: NOT SUITABLE</b></p>	<p>Land near the B430, Weston on the Green</p>	<p>This land lies immediately adjacent to the A34 and is contained within the flyover and slip roads making the junction between the B430 and the A34. It is contrary to Objective O5 (Transport) and Policies E1, E2, H5 of the Neighbourhood Plan.</p>
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**APPENDIX 3**

<p><b>HELAA 236</b></p> <p><b>OVERALL ASSESSMENT: NOT SUITABLE</b></p>	<p>Land to the Rear of Kelberg Trailers,</p>	<p>This site is well outside the 'village confines' and would be isolated from the village by way of pedestrian or cycle routes. Development of this site would be unsustainable on transport grounds. It is also adjacent to land which has evidence of bronze age settlement and SSSI designated areas (along Gallosbrook). Development would produce a satellite estate in a region of the Parish which currently is confined to business, light industrial and RAF activities. It is contrary to Policy H5 of the Neighbourhood Plan.</p>
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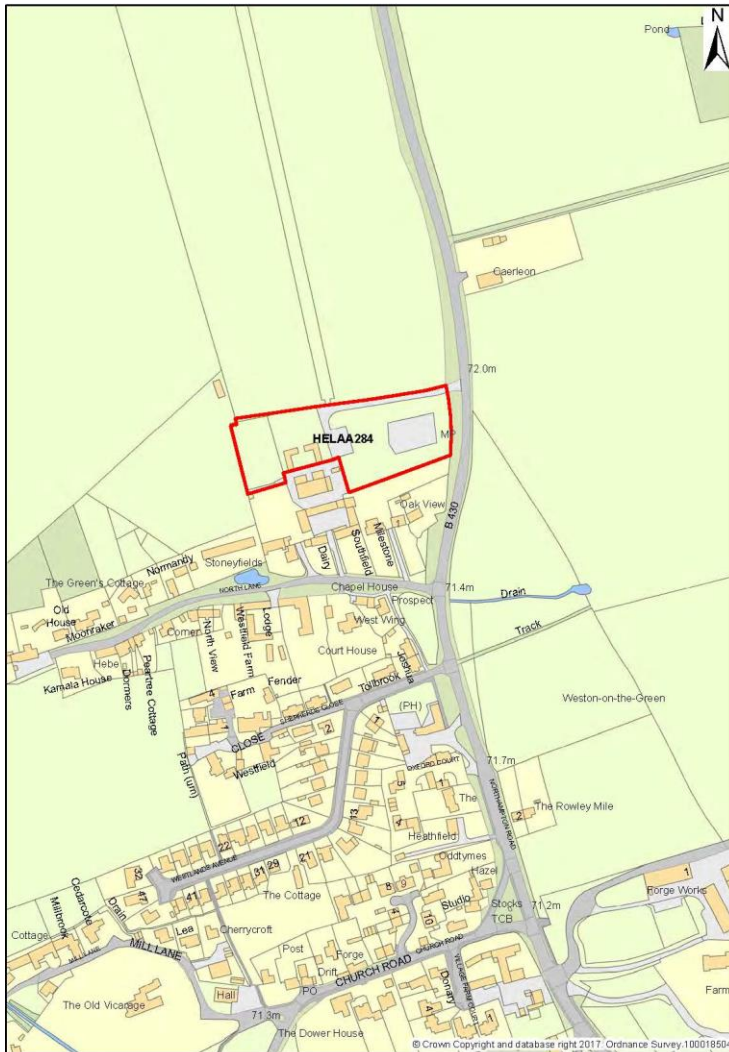
HELAA236



**APPENDIX 3**

**Site A: Southfield Farm – see Neighbourhood Plan Policy H1.**

**This site is HELAA 284 and has permission for 20 houses.**



## APPENDIX 3

### Communal space for recreation – the present case

Weston-on-the-Green, while being set in a rural landscape, has very little open land available for community use. For 13 years, the Parish Council has leased land from the Duchy of Cornwall to use as a playing field and part of this area has been established as a playground for young children. Management of the land is in partnership with the Duchy and in 2012 part of the land was sold by the Duchy for affordable housing and the area available for recreation was reduced.

The playing field lies on the edge of the village to the south of the Bletchingdon Road. A section of the playing field is fenced off as a car parking area, and another section is reserved for a playground area. This space is useful for organised events.

Other communal areas include the village green on which the stocks are located, and the village duck pond on North Lane and the pond by the Oak Tree. The Memorial Village Hall, which provides valuable indoor recreational resources, has little outside land which can be used even for small events.

Each of these available communal areas are small and distributed around the village, so there is no single site that can accommodate all recreational needs of village residents, nor a tranquil space that embodies the beauty and value of our rural heritage and in part reinstates the properties of the Weston village green which was lost to the village sometime during the enclosure period.

A valuable part of village life is the appreciation of the open spaces conferred by the rural countryside. One of the objectives stated in the Neighbourhood Plan is to attract new families to the village to ensure its sustainability for the future. The village is well served by public footpaths, however, accessible community open space is limited. An important objective of the Neighbourhood Plan is to provide amenity space which is accessible without the use of a car. Currently, to get children to nurseries, schools and recreational activities outside the village with no public transport solutions to/from the village means using private car transport, which is contrary to the objectives of sustainability in the NPPF and the adopted Cherwell Local Plan.

### Communal space for recreation – future plan

The Neighbourhood Plan identified a number of aspirations (see A2, A17, A18, A21, A28 in section 4 of the Plan) to improve community facilities, including access to open spaces for unstructured recreation and passive appreciation of the countryside setting. This need is in addition to retaining the existing playing field which will continue to provide structured facilities for games and events. Key to identifying a suitable site was good access routes in the village via public footpaths and roads with footways so that the space or spaces could be reached safely on foot.

## APPENDIX 3

The aspirations aim for the preservation and enhancement of quality green space which has a positive impact on the village environment. Green or open space can provide tangible social benefits such as promoting healthier lifestyles and encouraging social interaction within a community. As well as the recreational benefits, green spaces also provide opportunities to preserve, reclaim and enhance biodiversity, and help alleviate and mitigate against flooding. It provides opportunities for learning and appreciation of the natural world, especially for children, and a chance to understand some of the history and heritage of their village. The social function of the Schoolfield has been diminished over the last 20 years and it is intended to reclaim that use compatible with the maintenance of a lowland meadow. The Neighbourhood Plan policies recognise the value that green spaces have on the lives of people in the village (see Appendices F & G) and propose the designation of Area B as a green space dedicated to this purpose.

### The Policy proposal : Policy C1 of the Plan: Area B (The Schoolfield)

~~Area B (The Schoolfield) will be preserved and managed as a grassland habitat with access for passive recreational open space commensurate with the maintenance of a lowland meadow. The site will be carefully managed to enhance natural grassland and wildlife biodiversity (see also policy E2).~~

#### **Policy C1 is set out on page XXXX above**

Area B shown on the map below is an area of 4 hectares. It lies within the Weston-on-the-Green Conservation area but is outside the Green Belt. It was originally part of Westfield Farm which also included houses and cottages (some of which are Grade II listed) on North Lane and the area now known as Shepherds Close. There is pedestrian access to the site through North Lane (two public footpaths with access from North Lane cross the site), Shepherds Close and Westlands Avenue (the Oxfordshire Way footpath crosses The Schoolfield south to north providing the route from Weston to Kirtlington).

This land was evaluated in the Cherwell District Council Strategic Housing Land Availability Assessment Report of 2013 (site WG010) and considered unsuitable for housing development, stating: "The Conservation Area Appraisal highlights the importance of this parcel of land in providing views into the Conservation area and providing an interface with the surrounding lowland landscape that gives the wider area its distinctive character. Although the site is well related to the village it is an important open space in establishing the setting of the Conservation Area and in providing for recreation (the public footpaths which cross the site are well used)." The site was not included in the HELAA 2018.

APPENDIX 3

Area B: The Schoolfield – Policy C1 of this Plan



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### APPENDIX 3

Area B has been in private ownership for many years and was managed as grazing land for horses and more recently cattle and sheep. The land has not been ploughed or cultivated in living memory and still bears a striking ridge and furrow pattern.



The Schoolfield (Area B) in 2012 showing marked ridge and furrow pattern (Google<sup>GB</sup> Camera 676m; 51°51'55.0N, 1°13'43.0W)



The Schoolfield (Area B) in 2017. The field pattern is still in evidence. Footpaths crossing the site are evident. (Google<sup>GB</sup>)

The site is identified as a possible NERC Act S41 grassland habitat approximately 300 metres south east of the Weston Fen SSSI and is considered to be part of a biodiversity corridor linking important habitats to the north/northwest of the site

## APPENDIX 3

(Weston Fen SSSI, Kirtlington and Bletchington Parks and Woods CTA) with others to the south/southeast (Weston Wood and Otmoor CTA and Wendelbury Meads and Mansmoor Closes SSSIs). Such grasslands are a habitat for newts, bats, orchids and rare butterflies (possibly the Brown Hairstreak butterfly which was recorded south of the site in 2017 (Dave Wilton, Upper Thames Branch butterfly sightings [http://upperthames-butterflies.org.uk/butterfly\\_sightings.html](http://upperthames-butterflies.org.uk/butterfly_sightings.html)). In the summer of 2018, the following species with lowland meadow associations were recorded on the Schoolfield: marsh marigold, brown sedge, water horsetail, common sedge, meadowsweet and angelica (Sam Watson, Ecologist). This area has been described as the 'lungs' of the village, reaching into the most populous northern half of the village and extending directly to the agricultural landscape beyond. The field is bounded on the western side by the Mill stream with the Mill situated at the south western corner of the field and cottages on Mill Lane form part of the south boundary. A narrow strip of land at the southern boundary of the field was purchased by the cottages on Mill Lane in the 1970's to extend their properties. The purchased land was subject to a Section 52 covenant preventing the new owners from developing the properties on the land.

The field has recently changed ownership and its future is undetermined. There is concern in the village that the natural grassland habitat may be degraded by neglect and the land is under threat from weed invasion with some woody overgrowth and perennial weeds already present.

~~The intention of this policy (C1). The hope of the community~~ is to keep this field as a community/amenity space, an open area of natural tranquillity where wildlife can be observed and appreciated. ~~The plan will retain~~ Unless needed for sustainable development the plan will retain the field as open space which will be managed to preserve and enhance the wildlife habitats which appear to be in decline. ~~The proposal includes an option to set~~ The community's aspirations might be met by setting up a Community Interest Company or Trustee Group to manage the area, funded through donations and operating in the interests of the village. The ownership and management would be external to the Parish Council but include one Councillor on its Management body. The aim is to manage cutting and grazing that will conserve the habitat structure according to the principles outlined in the Lowland Grassland Management Handbook 2007. This would be based on a mixture of limited grazing (3-4 sheep) and grass cutting at different time of the year as well as monitoring the use of the field to manage trampling, litter and dog fouling. The expectation is that over a period of 10 years, significant reparation can be made to the natural habitat to sustain wildlife species that are native to the area and currently under pressure.

Area B is one of the last remaining open fields which has been retained as pasture in the village. Its location for recreation, education and passive use as an open space of natural tranquillity is unique. It is remote from the busy roads surrounding the village (A34, B430 and more distant but audible from parts of the village, the M40). It has several safe access routes approaching from the north,



### APPENDIX 3

east and south of the village. It is an enclave of peace that could replace the long lost Green from which the village takes its name. If it can be secured now, this important environmental resource can be preserved and looked after as a valuable wildlife habitat for the foreseeable future and to the great benefit of the parish.

Policy C1 ~~embodies the importance of securing this site for the wellbeing of current and future village residents and is strongly supported by the Parish Council. Recognizes the importance of this site and provides some protection for it.~~



Map showing the position of Area B (the Schoolfield) which relates to Neighbourhood Policy C1.

## APPENDIX 3

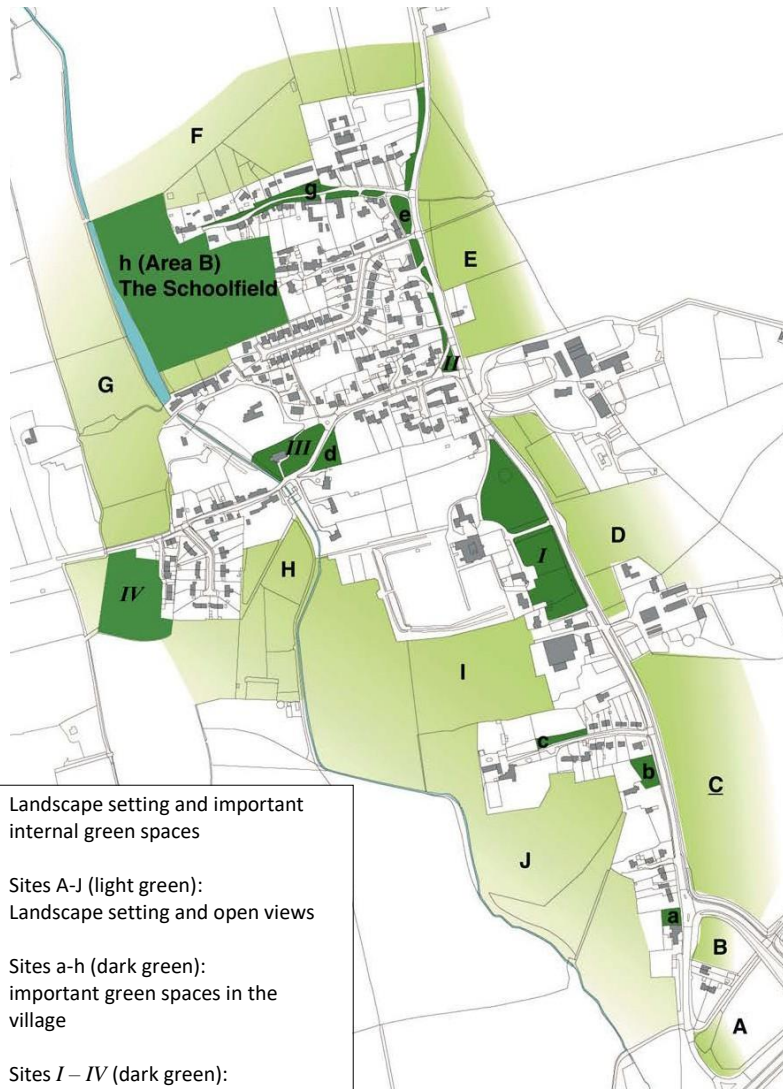
### APPENDIX G

#### LANDSCAPE SETTING AND IMPORTANT INTERNAL GREEN SPACES

Weston-on-the-Green is characterised by its setting within an agricultural countryside and also by retained green spaces within the village. Those aspects that are important to the character of the village have their key characteristics noted below. \*Green spaces i, ii, iii, iv and ix are all within the greenbelt.

**Commented [CC3]:** The Examiner's draft recommendations have consequences for the contents of this appendix. However, to date he has not proposed changes to it.

APPENDIX 3



Landscape setting and important internal green spaces

Sites A-J (light green):  
Landscape setting and open views

Sites a-h (dark green):  
important green spaces in the village

Sites I – IV (dark green):  
Designated Local Green Spaces (policy E6 and E7)

*(Map: Ordnance Survey 2018. All rights)*

## APPENDIX 3

### Landscape setting

The following sites are associated with open views from the built-up village area to the rural countryside and enhance the character of the village within its broader landscape.

#### A | LAND BOUNDED BY B430, A34 AND CONNECTING FLYOVER



This is arable land that largely screened by mature hedgerows and provides visual screening and some noise reduction from the A34. This landscape would have once connected to Weston Wood (ancient woodland) to the east of the A34. The hedgerows extend north screening dwellings sitting between fields A and B.

#### B | LAND BETWEEN B430 AND FLYOVER



Arable land partly screened by hedgerows but with glimpses from the B430. It lies opposite to the Chequers public house which marks the southern entrance to the village.

#### C | PART OF FIR TREE DAIRY



Photo shows view from south. The low hedgerow along the B430 and open landscape afford dramatic views of big skies east of the B430. Footpaths 404/8 and 404/11 cross the field. The original 'green' stretched from these fields northwards across fields D and E.

#### D | LAND BETWEEN MANOR FARM AND WESTON GROUNDS FARM



These fields lie opposite Weston Manor Hotel grounds. This is a largely open landscape and affords views to the more recent industrial buildings developed on the Weston Farm Grounds. Together with land parcels E, C, B and A it establishes the

### APPENDIX 3

open countryside setting to the east of the village and is crossed by footpath 404/12.

#### E | LAND OPPOSITE THE VILLAGE CORE



This land is bounded by a mature hedgerow so is less open than the land to the south. It still establishes the eastern edge to village development. Footpath 404/14 leads eastwards from the Ben Jonson public house.

#### F | LAND TO THE NORTH OF NORTH LANE



This arable landscape lies just above North Lane and contains the northernmost part of the village. Northwards the land forms a plain and is utilised as an airfield to the north-east before being bounded by Akeman Street (Roman Road). In this landscape lies the Weston Fen SSSI and a Bronze Age Ring Ditch.

#### G | GALLOS BROOK FLOOD PLAIN



The flood plain marks the western edge of the village with Gallos Brook signalled by a spine of trees. Newbridge Farm (pictured), Brookside Farm and Staplehurst Farm, while all outside the parish boundary, maintain an open countryside setting with the floodplain creating a threshold to the village.

#### H | LAND SOUTH OF CHURCH LANE



The village development south of Church Lane – GallosBrook Way, Church Close and Weston Manor. The approach to the village along the Oxfordshire Way from the south passes through a paddock which maintains a green 'wedge' into the village at this point.

### APPENDIX 3

#### I | LAND SOUTH OF WESTON MANOR



This is part of Fir Tree Farm and while the western boundary of the Manor is screened by large trees there is a clear view of the industrial buildings of Fir Tree Farm.

#### J | KNOWLE FARM



Knowle Farm extends around the southern tip of the village to enclose the Chequers public House.

Parcels A, B, C, G, H, I, J and part of D all lie in the Greenbelt.

## APPENDIX 3

### Important green spaces within the village

There are a number of important green spaces still remaining within the village.

#### a | CHEQUERS PUBLIC HOUSE GARDEN



This open and sunny garden faces the eastern entrance to the village from the flyover and is a pleasant introduction to Weston-on-the-Green.

#### b | PRIVATE GARDEN ON B430



Lying just below the B430, the low hedge affords a view into a private garden. Many of the traditional low walls and hedges to the fronts of village houses have been replaced by tall screens so it is a delight to see a private garden that allows passers-by to share the view.

#### c | GREEN EDGE TO NORTH SIDE OF KNOWLE LANE



This is a distinctive green edge to the lane and hides what was once an orchard. Some management of the trees and scrub is needed but it does make a strong contribution to the character of Knowle Lane.

#### d | PRIVATE GARDEN TO DOWER HOUSE



This large garden complements the greenery of the churchyard environs. It was an orchard from Victorian times and is now laid to lawn, open to view over a low stone wall.

### APPENDIX 3

#### e | VERGES FROM WESTON MANOR TO AND INCLUDING NORTH LANE



These broad verges include the private garden to Bramble Cottage, bounded by a low hedge, the verge and pond adjacent to the Great Oak tree and the green outside the Ben Jonson which was used for village fairs until the 1960's. The Conservation Area Appraisal notes that grassed verges in the village play a key role in retaining a rural feel. The Bramble

Cottage garden was wholly taken over for the cultivation of vegetables between the wars and has only recently been grassed with a wildflower area managed by the owner.

#### f | THE GREAT OAK AND VERGE



The great oak stands at the entrance to North Lane and historically marked the northern end of the village. The verge on which the oak stands and the adjacent pond, forms a tidy apron at this northern gateway into Weston on the Green. This is one of the oaks that has a connection to fertility in the village according to local folk-lore. The tree is on the special interest

list at OCC and is a notable icon for the village. The public bench was donated by villagers and is a popular place to sit.

#### g | NORTH LANE VERGES



The Conservation Area Appraisal states that verges should be retained 'without the use of a kerb, where appropriate'. Where some verges have been appropriated as front gardens, the County Council keeps a definitive record of the verges and ensures that all verges are kept in public ownership, protected, and available for public usage such as paths and recreation. These verges

are progressively being eroded for parking and heavy construction vehicles have carved up the edges badly. This area also includes the North Lane duck pond – part of which is registered as a village green, but the surrounding grassed area is unprotected. This area needs regeneration as it was once a charming local attraction with ducks and duckhouse.



### APPENDIX 3

#### h | THE SCHOOLFIELD



This open tract of land forms the western boundary of the village and has the Oxfordshire Way and two other footpaths running across it. It provides a valuable connection between North Lane and the village centre. Evidence of a ridge and furrow ploughing pattern suggests this site was once an important part of the manorial field use, running alongside the

mill stream and close to the Mill. Now known as the Schoolfield, it was used as a recreational area when the school was in occupation and is currently a valued open space, in private ownership. The Conservation Area Appraisal notes that the relationship of this medieval ridge and furrow field to the village is considered of importance 'because of the two way views both into and out of the Conservation Area and due to the heavily vegetated boundary which separates the land from the surrounding landscape, while remaining open to the village'. It is a rich habitat which connects other protected sites (the SSSI 400m to the north with the Weston Wood and Otmoor borderlands to the south. This site is the subject of Policy C1 of this Neighbourhood Plan (Area B).

## APPENDIX 3

### **Designated Local green Spaces in the Neighbourhood Plan\* (see Policy E6 and E7, Figure 15 and section 2.4):**

Green spaces which are considered of particular importance to the local community are designated as 'Local Green Spaces' where the green space is:

- in reasonably close proximity to the community services;
- special to the village and holds a particular local significance, and local in character and not forming an extensive tract of land.

The NPPF states that to be considered for designation in the NPPF as a Local Green Space, an area should be demonstrably special to a local community and hold a particular local significance. Significant factors are:

- Beauty
- Historic significance
- Recreational value
- Tranquillity
- Richness in wildlife

Based on the assessments of Local Green Space undertaken by other local authorities, the Neighbourhood Plan Steering Group has applied the following criteria when considering candidates for designation as Local Green Space:

- Proximity to the community it serves - the measurement usually applied is the walking distance or distance in metres e.g. within 300m or 5 minutes walking (as set out in Natural England's Accessible Natural Greenspace Guidance<sup>7</sup>) is the guide taken as a measure in this case. Area B is less than 5 minutes walk from the centre of the village and at most 10 minutes from the extreme south or north boundaries.
- Beauty - The Steering Group assessed the visual attractiveness of the proposed areas and their contribution to the landscape, character and setting of the village settlement including views to and from the settlement (see Figure 10 in the NP). Local Green Spaces will typically contribute to local identity and character of the area and a sense of place.
- Historic significance – Consideration was given to the proposed areas and whether they have historical significance. The areas may reflect an archaeological site or other historical feature, provide the setting to a statutory listed building or scheduled monument or be within a Conservation Area. Designated areas I to III all have historic significance to the village: sites I and III are Grade II\* listed and site III includes the old stocks which are located on a registered village green.
- Recreational value – Site IV is the only open recreational area in the village and is used for football, including training groups for young players

<sup>7</sup> Nature Nearby – Accessible Natural Greenspace Guidance (NE265) Jan 2010, [www.naturalengland.org](http://www.naturalengland.org)

### APPENDIX 3

and general outdoor activities by families. The field is used periodically for small fetes and local events and annually hosts the Guy Fawks bonfire and firework display. The adjoining spinney provides a nature trail which has access from the playing field and is popular with various groups and families.

- Tranquillity – The Campaign for the Protection of Rural England's (CPREs) Tranquillity Map identifies Weston-on-the-Green in the mid-tranquillity range. The village has audible pollution from the major roads bordering the parish, namely the A34 to the south, the M40 to the east and the B430 which runs through the village south to north. All sites have audible gains in birdsong and Site IV has running water from Gallosbrook which runs along the spinney to the Manor moat. Visual pollution arises from the night-sky glows from Bicester, Kidlington and distantly, Oxford. Positive visual tranquillity factors in the designated areas include trees in the landscape (Site IV), open green areas (Site I and II), quiet contemplative space (Site I).

All the sites designated in this Plan (policy E6) and subject to protection under policy E7 are local in character and not extensive tracts of land. The largest is Site IV which is approximately 2 hectares area. All sites are self-contained.

### APPENDIX 3

#### I | WESTON MANOR GROUNDS



This is a memorable space as seen from the B430 over a low stone wall. The lime avenue to the main entrance of Weston Manor is a highly distinctive historical feature of Weston-on-the-Green. Weston Manor has a rich history at the centre of the village and the Manor building is Grade II\* listed. The grounds surround the

Manor House and echo the original Manorial layout when the village was first settled. This open area is one of the last examples of undisturbed land in its original form at the heart of the village.



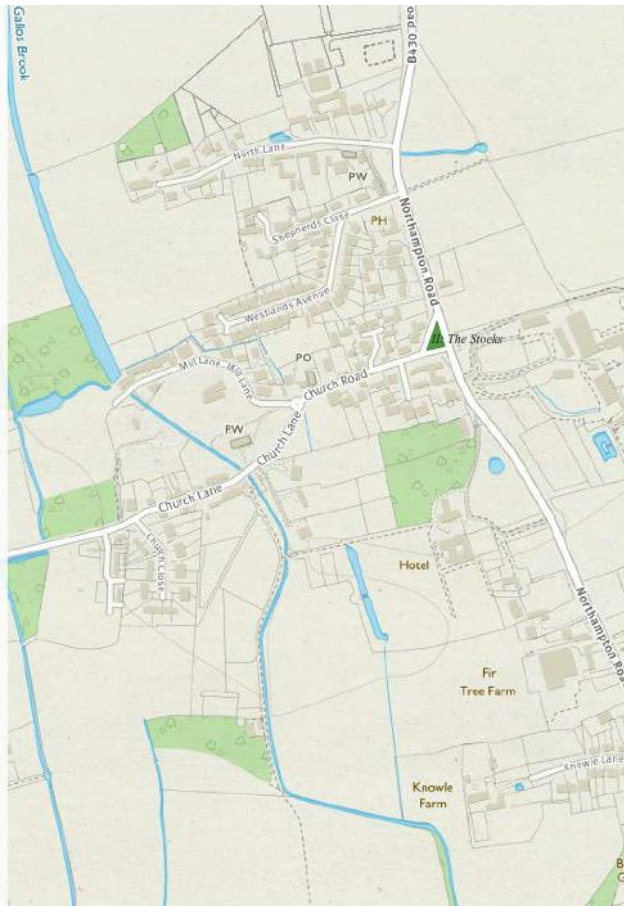
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II | THE STOCKS



This is a focal point at the junction of Church Road with the B430 and is sometimes mistaken as the 'Green' in Weston. It is the site of the village stocks, now fenced off for protection. The stocks are particular to Weston-on-the-Green and historical accounts provide evidence of their use. This area is a registered village

green.



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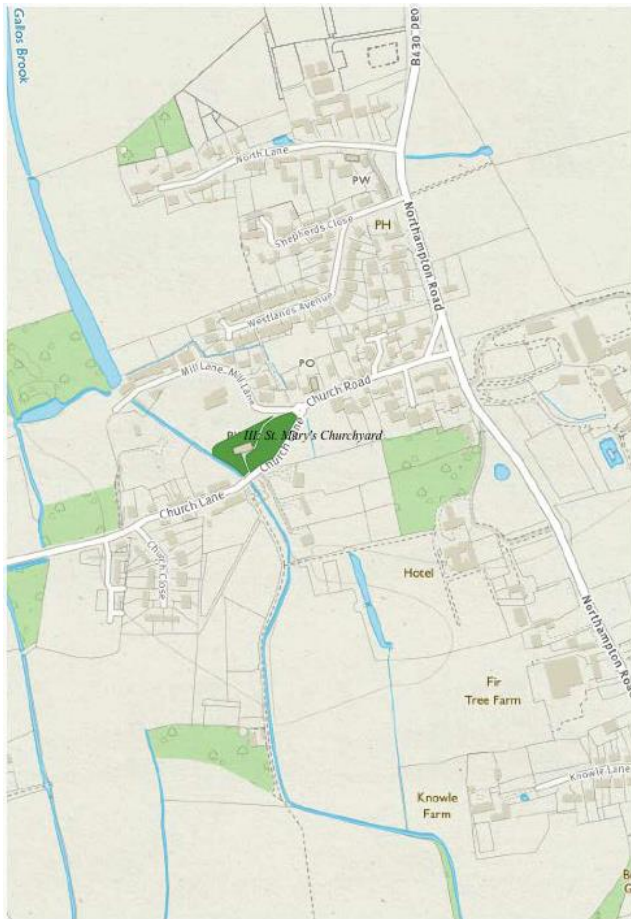
**APPENDIX 3**

III | ST. MARY'S CHURCHYARD



The churchyard functions as an important green space at the heart of the village. The trees are protected by tree preservation orders. It is used as a pedestrian route from Church Lane to the Memorial Village Hall and shop. In recent years, the Church has diversified to accommodate a variety of social events and acts as a meeting place

for villagers.



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### APPENDIX 3

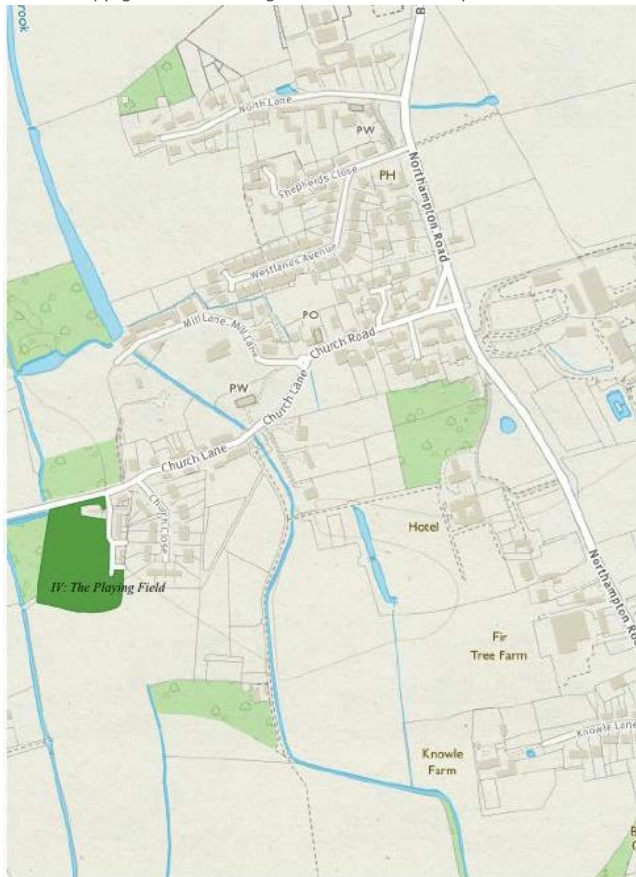
#### IV | THE PLAYING FIELD



The only recreational area of the village is bounded by a small spinney and stream feeding the Manor moat. This area is in constant use and includes a playground for small children. The Playing field is overlooked by the Gallosbrook Way housing which establishes the western edge of the village confines. The field sits within floodplain zones 2 and 3 and is

maintained by the Parish Council. A small carpark is located on the northern boundary by Church Lane. The land is leased by the Parish Council from the Duchy of Cornwall.

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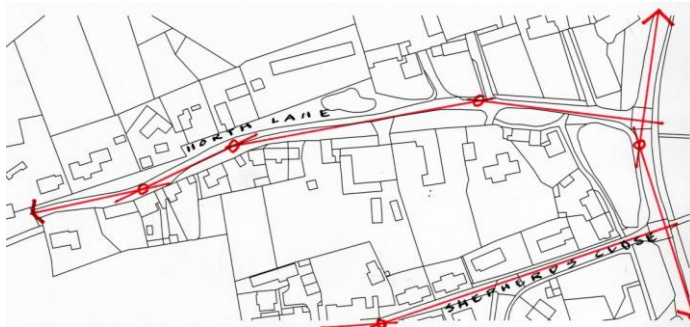
APPENDIX H:

**CHARACTERISTICS OF VILLAGE FORM (MORPHOLOGY)**

The following analysis highlights the key elements to consider for new designs but the arrangement of buildings, lanes and landscapes should always be such that the whole is greater than the sum of the parts. This analysis should inform the design of new development (see Appendix E – Design Code and Appendix J – Village Character).

**Street pattern and alignment**

Lanes run east-west to the western side of the Northampton Road. The historic lanes are made up of long, straight segments with small angles of deflection between each segment, typically 10 to 20 degrees but always less than 45 degrees. This gives a gently meandering appearance where the small deflections hide the long distance views which are revealed as the viewer passes the point of deflection.



*North Lane comprises four 'segments' (red line) with small deflections in the alignment of the lane just screening each segment*

Virtually all dwellings are located no more than one or two turns (right angled junctions) off the Northampton Road creating a highly 'legible' layout.

**Focal points**

Focal points or nodes are memorable places at the junctions of streets or lanes and may take the form of a small square or green. The junction of Church Road and Northampton Road is one and the junction of Church Road / Church Lane / Mill Lane another.



*The junction of Church Road and the B430 creates a memorable place*



## APPENDIX 3

### Enclaves

Some buildings are grouped around a public or private space which is set behind a street or lane. Historically, many of these would have been farmyards and some have been converted into residential or business use where they create 'enclaves' which reference their historical context. Such developments include Village Farm Court, Blacksmith's Close, Oxford Court and Shepherd's Close and are generally good design solutions to infill sites.

### Gateways

Gateways signify the visual entry points into the village: from the south at The Chequers public house, from the north at the Great Oak on the junction of North Lane and the Northampton Road, and from the west on crossing the flood plain at the end of Church Lane.

### Tree canopy and important hedgerows

The principle tree canopies and hedgerows also give form to the village and are shown on the survey drawing (Appendix J).

### Verges and greens

The verges and greens are a historic remnant and form an important part of the public realm. It is proposed that some of these be designated formally as Local Green Spaces and that any future development incorporates new greens. A more detailed assessment of green spaces is provided at Appendix G.

### Edges to the countryside

There is a clear visual edge between the built-form of the village and the surrounding countryside which generally follows the 'character areas' defined in the CDC Conservation Area Appraisal (the boundaries to these are also indicated in Appendix J).

### Key building frontages and important front boundary walls

Most of the village housing is either:

- built directly against the back of footpath / lane or against a verge and often forming a continuous building frontage.
- Or set back from the street with a stone front boundary wall delineating the edge of the property. This is typical of larger detached properties.



*Example of building frontage set directly against public grass verge*

## APPENDIX 3

This combination of continuous frontages and buildings set back behind boundary walls is a key characteristic of the village. Where 20<sup>th</sup> century development has arranged houses around standard estate roads without following either precedent, the typology is not characteristic of the village.



*Example of building set behind front boundary stone wall*

### Landmarks and 'marker' buildings

The principal landmark buildings are the Church of St Mary the Virgin and Weston Manor Hotel. There is also a large number of what might be termed 'marker buildings', lesser buildings which because of their siting, perhaps on a corner, or perhaps because of a prominent gable which can be seen from a distance, create memorable places within the village.



*Small landmarks or 'marker' buildings are created where gables front the street (Hazel Cottage and Bramble Cottage, above)*

### Key views and open vistas

The historic lanes are rich in landmarks and marker buildings and their distinctive gables or elevations frequently terminate long views. There are a number of memorable vistas across the surrounding countryside; every lane emerging onto the Northampton Road affords such a vista over farmland to the east.

### Vista needing screening

The industrial areas at Fir Tree Farm and on the eastern side of the Northampton Road require screen planting. There is a real risk that unplanned industrial development on the eastern side of the road could severely damage the setting of the village.

## APPENDIX 3

### Area of weak orientation

There are several areas where the building typology is uncharacteristic of the village and does not define public spaces by either a continuous frontage or a consistent boundary wall treatment. They are instead typical of prevailing standards at the time of construction and include the Memorial Village Hall site, Church Close and Westlands Avenue.

### Variation in plot widths

Terraces with a continuous building frontage typically have a variation in plot widths which leads to an informal street frontage which expresses the character of the individual homes.



Four cottages | A continuous building line and consistent use of natural stone unifies this group of differing architectural styles. The informal rhythm of the elevations results from a variety in plot widths (North Lane).

### Shallow building depths

The vernacular buildings typically have stone walls and are a single timber beam span in depth, usually 4.5 metres maximum span. For a given roof pitch, the ridge is therefore lower than on deep-plan buildings.

### Roof pitches

Roof pitches in the village reflect the original roof covering:

- 50+ degrees - thatch
- 40+ degrees- clay tile or stone slates
- 35 degrees - slate

Most roofs are therefore more steeply pitched than modern houses with typical building depths of 8 metres and corresponding shallower roof pitches.

### Low eaves heights

Not only do most of the vernacular houses and cottages have lower ceiling heights than modern houses, the thick outer walls and steep roof pitches mean that eaves heights are notably lower than in modern buildings. The eaves height is more important than the ridge in giving scale to the street and a modern house can unintentionally stand out where the eaves height is higher – something that could easily be remedied though attention to construction detailing.

### APPENDIX 3

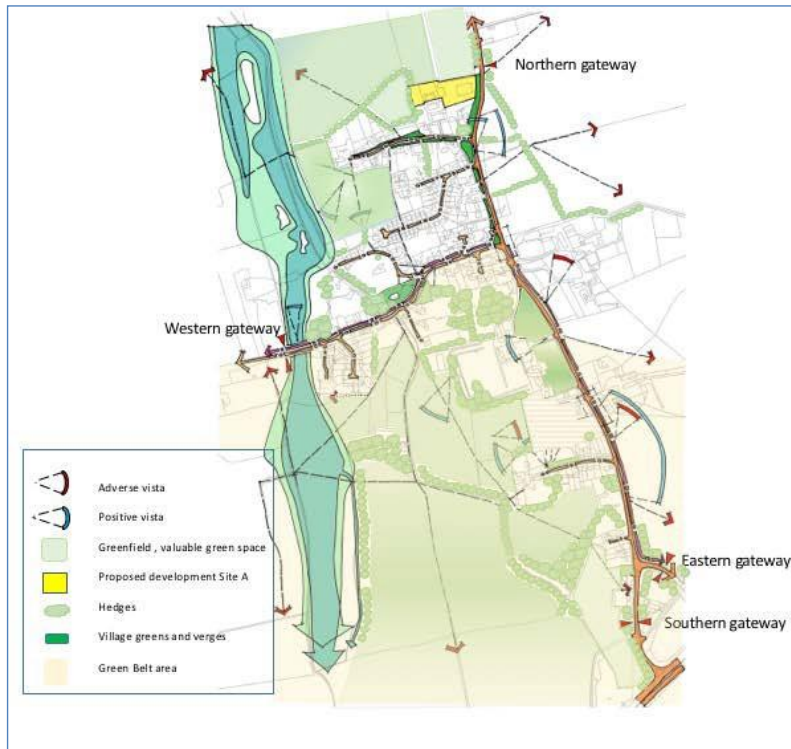
#### Materials

The predominant materials are local stone walls, tile, slate or that roofs and granite streetscape details. A more comprehensive list is provided in Appendix E - Design Code.

The following figure (also shown as Figure 10 in the main NP) shows the key characteristics of the village, including positive (blue) and adverse (red) vistas from viewpoints shown; the open and green spaces within the village confines and the main hedgerows, verges and greens.

Development Site A is shown in yellow. The compass entry points to the village are shown.

The wetland area associated with Gallosbrook and the Millstream is shown on the western edge of the village.



Key characteristics of the village showing positive and adverse vistas from viewpoints; village entry points; open spaces within the village envelope; hedgerows, verges and greens. (Map Crown copyright, all rights reserved; annotations courtesy R. Evans and S. Daenke)

Summary of Representations to Submission Weston on the Green Neighbourhood Plan (Regulation 16)		
01	Mr N Machin	All transport considerations and observations relevant.
02	Mrs E Machin	Supports the Plan
03	Adderbury Parish Council	No comments to make
04	Canal and River Trust	No comments to make
05	L Godwin	<p>Worried that this plan is being used by a few to obtain planning permission for houses at Fir Tree Farm which is in the Green Belt.</p> <p>The land to the east of the B430 has many businesses on it. The land is not farmed and is poor quality.</p> <p>Object to turning 'School Field' in to open space. This land should be built on.</p> <p>Homes to the east of the B430 would also be a good thing. The access is good and it would help with traffic calming issues.</p>
06	National Grid	Has identified that it has no high voltage electricity assets or high pressure gas pipelines within the Plan area.
07	Natural England	<p>Note that there are designated sites or protected landscapes within or near the Plan area but the Plan does not pose additional risk to them by allocating new development.</p> <p>The Plan should refer to the new NPPF which has stronger wording surrounding the protection and enhancement of the natural environment.</p> <p>Welcome policy E2 but would recommend including wording that ensures the maintenance of green infrastructure in perpetuity to ensure the environmental and social benefits are maximised.</p> <p>Would like to draw attention to the opportunities of the Plan to protect and enhance biodiversity. Pleased that the 'Schoolfield' has come forward as policy to preserve and manage a key site for biodiversity and access in the parish.</p> <p>Weston on the Green is within Natural England's Bernwood Focus Area and this site is the perfect opportunity to enhance the local wildlife associated with the ancient Bernwood Forest. It also has historical significance.</p>
08	Network Rail	No comments to make
09	Oxfordshire Clinical Commissioning Group	The Plan was very well written and we are happy with the health elements included within it.
10	Scottish and Southern Electricity Network	No additional comments to make
11	Thames Valley Police	Commends the Parish Council for requiring Secured by Design accreditation within the Design Code. Suggests that a specific policy be included within the plan to ensure that the requirement is fully understood and adhered to. Wording is suggested.
12	Oxfordshire County Council	OCC continue to support in principle the ambition of Weston on the Green PC to adopt a neighbourhood plan. <b>Transport Comments</b>

		<p>Detailed comments have been provided in relation to the aspirations of the Plan to reduce speed limits, impose weight restrictions, and introduce traffic calming measures within the village. Comments are also made in relation to pedestrian/cycle routes and public transport.</p> <p>Policy T1: Guidance for the design of estate roads on new developments should pay due regard to the Cherwell Residential Design Guide SPD, OCC’s Residential design Guide and the DfT Manual for Streets.</p> <p>Policy T2: OCC should be included within the ‘Key Responsibilities’ section in Table C. OCC’s LTP4 has policies supporting the promotion and use of sustainable methods of travel.</p> <p>Policy T3: Deem it inappropriate for neighbourhood plans to stipulate its own specific parking standards. Policies that diverge need to have strong justification.</p> <p>The introduction of specific transport measures is not a matter that can be dealt with via land use policy but is a matter for consideration by the Highway Authority. An infrastructure list annexed to the neighbourhood plan would give the opportunity to identify potential transport improvements within the village and secure developer funding where appropriate.</p> <p><b>Public Health Comments</b></p> <p>Welcome the inclusion of the NPPF criteria for social sustainability within the vision for the plan. Strongly support Objective 4.</p> <p>Strongly support the references in policies H4 and H7 for housing that is ‘designed for life’ and capable of being easily adapted for the needs of people with reduced mobility. Also strongly support policy T2.</p> <p><b>Education Comments</b></p> <p>Information is provided on the availability of school places in surrounding villages. The Plan also comments on an aspiration for a nursery school in the village. OCC data indicates a fairly healthy supply at present. Any planned new provision would therefore need to focus on a wider market to ensure its viability.</p> <p><b>Archaeology Comments</b></p> <p>The plan contains appropriate policies for the protection and enhancement of heritage assets including archaeological sites. As such there is no objection to the plan.</p>
13	Cherwell District Council	<p>Overall the structure of the Plan is well set out, clear, concise and accessible. The structure is very logical with the evidence base and processes followed in identifying the concerns and aspirations of the local community which informed policy explained.</p> <p>It is noted and welcomed that the Plan addresses at length the protection and enhancement of biodiversity and the key role of green spaces/green infrastructure.</p>

		Detailed specific comments are made including on the calculated housing need for the parish. Flaws with the evidence base and calculations are highlighted. Amendments to selected policy wording are also suggested. The Design Code at Appendix A is welcomed and commended.
14	Stantec (PBA) for Firmpride Ltd	The Plan is at risk of being found unsound because it is not positively prepared and it is ambiguous and unclear. The Plan is over reliant on small-scale infill developments within the existing confines of the village. It is also reliant on Fir Tree farm for the delivery of 18 affordable dwellings in the Green Belt. The availability of this site is unknown. The policies as drafted frustrate the delivery of sustainable housing sites on the edge of Weston on the Green. Onerous landscape policies also seek to prejudice sustainable development. Consider that these should either be reworded or deleted altogether. The best way to deliver the village’s housing need is to identify a single site allocation for a minimum of 20 dwellings. The representation promotes the allocation of land at Southfield Farm.
15	Historic England	Do not have any objections to the plan proposals and are happy to leave matters for ensuring the clarity of policy wording to the examiner and council officers.
16	Brown and Co for Mrs Lorna Miles	The Plan should include a policy to support a nursery school to accommodate the growth of the village. Objection to Policy E1 as it restricts development on all land to the east of the B430. Furthermore it effectively restricts development on all land around the village without providing any reasoning or justification. <b>Fig 15</b> Remove northern end of site D from the landscape designation. Clarify the difference between the sites in dark green and sites illustrated as light green Provide a key. <b>Table C</b> – Delete ‘Resist development outside the village confines along B430. There needs to be clarity on terms such as ‘village confines’ and if there are any restrictions on development on sites outside the village envelope. <b>Consultation Statement</b> Page 9 – ‘Criteria for new housing’ states that there is scope for housing on both sides of Northampton Road. Comments from consultation held in 2015. This is not carried through the Plan. Page 17 – Concern about any development east of the B430 as then floodgates would be opened. These statements are subjective; sites should be assessed on sustainability and its opportunities and not on fear.

		<p>Page 23 – Discussions on land use on the east of the B430, access, past dispute, traffic issues on B430. Not a justification for restriction in Policy.</p> <p>Page 36 – The Ancient Village Green is not shown on any plans.</p> <p>Page 38 – Key Green Spaces (add)</p> <p><b>Basic Conditions Statement</b></p> <p>Delete ‘Resist development outside reg village confines along B430’</p>
17	Pegasus Group for Lagan Homes	<p>The Neighbourhood Plan should make reference to the revised NPPF published in 2018.</p> <p>Detailed comments are made to Section 1 which sets out the relationship of the Plan with the Local development Plan, particularly Policy Villages 1 and 2 and the number of housing permissions and completions.</p> <p>The identification of the Schoolfield as an important green space is not supported. The importance of the ecology and vistas across the site are disputed.</p> <p>The Plan should provide for additional housing development in order to sufficiently contribute towards the 750 dwelling from the Local Plan.</p> <p>There is insufficient information presented either within the NDP or within the accompanying documents to justify the housing need figure of 38 dwellings across the plan period.</p> <p>The provision of 60% affordable housing is not in accordance with the Local Plan.</p> <p>Policies E1 and E2 are overly prescriptive.</p> <p>Policy H2 is not supported.</p> <p>Policy H3 – there is not sufficient evidence to support this housing mix.</p> <p>Policy H4 – not supported.</p> <p>Policy H5 and Design Code – not supported.</p> <p>Policy H7 – not supported as requirements are covered by the Building Regulations.</p> <p>Policies C1 and C5 are not supported.</p> <p>There are no policies which concern or support local employment or business expansion within the Parish.</p> <p><b>The Schoolfield</b></p> <p>The utilisation of the site as a grassland habitat/lowland meadow or any other public use is not supported by the landowner and is therefore not implementable.</p> <p>The utilisation of the site as any form of formalised ecological habitat is not supported.</p> <p>Any development of the site is capable of retaining key views and also ensuring current circulation routes are retained.</p> <p>The significance of the ridge and furrow is disputed.</p> <p>The land represents a suitable opportunity for residential development. Such development would also deliver affordable housing and designated public open space.</p>



		Detailed appraisals for the site are included within the representation.
18	Savills for Thames Water	Thames Water supports the text on page 56 which requests that developers engage with Thames Water to ensure that the demand for water and sewage treatment infrastructure can be met and surface drainage requirements and flood risk is properly assessed. But would request that the wording is strengthened with developers encouraged to use our pre-planning service. On the information provided it is not envisaged that there will be infrastructure concerns regarding water supply and wastewater networks.

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# WESTON-ON-THE-GREEN NEIGHBOURHOOD PLAN

2018 – 2031

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## CONSULTATION STATEMENT

# TABLE OF CONTENTS

Introduction .....	3
<i>Engagement with hard to reach groups</i> .....	4
<i>Key responses from consultation</i> .....	4
<i>Regulation 14 pre-submission consultation</i> .....	4
Appendix A .....	5
<i>THE STEERING GROUP, Village Meetings, CONSULTATION STAGES</i> .....	5
Village Meetings .....	8
<i>Event One October 17<sup>th</sup>, 22<sup>nd</sup> 2015</i> .....	8
<i>Event Two February 6<sup>th</sup> 10<sup>th</sup> 2016</i> .....	12
<i>Event Three September 20<sup>th</sup> 2016</i> .....	13
<i>Booklets and books written about the village</i> .....	15
Appendix B: Steering Group Meetings 2015-18 .....	16
Appendix C: Meetings with Landowners .....	23
Appendix D: Letter to non-statutory consultees on pre-submission consultation and list of businesses and respondents .....	24
Appendix E Comments, response and action to non-statutory consultees.....	28
Appendix F: Letter to statutory consultees on pre-submission consultation .....	46
Appendix G Statutory consultees for Pre-Submission Consultation (May-July 2017) .....	47
<i>Schedule of Comments from Statutory Consultees</i> .....	51
Appendix H: Meetings with Cherwell District Council.....	76
Appendix I Consultation over amendment to draft Neighbourhood Plan regarding the Schoolfield..	79

## INTRODUCTION

This Consultation Statement has been prepared to fulfil the legal obligations of the Neighbourhood Planning Regulations 2012 in respect of the Weston-on-the-Green Neighbourhood Plan.

The legal basis of this Consultation Statement is provided by Regulation 15(2) of the Neighbourhood Planning (General) Regulations 2012 (as amended), which requires that a consultation statement should:

- contain details of the persons and bodies who were consulted about the proposed neighbourhood development plan;
- explain how they were consulted;
- summarise the main issues and concerns raised by the persons consulted; and
- describe how these issues and concerns have been considered and, where relevant addressed in the proposed neighbourhood development plan.

The policies contained in the Plan are as a result of considerable interaction and consultation with the community and businesses within the parish. Work has involved continuous consultation with the community over approximately two and one half years, including surveys, public meetings and events. This has been overseen and coordinated by the Neighbourhood Plan Steering Group that was formed to oversee the work of the respective Working Groups. Views and interactions from this process from this evidence base led to the Objectives and Policies in Section 5 of the Plan.



### Organisational structure of the Plan

The organisation of the Plan is described in Sections 1.2 and 1.6 of the Plan and the preparatory process is also summarised in Section 1.6, including the calendar of public events and the milestones for the Plan preparations. Information on the public consultations is also provided in Appendix B (Statement of community engagement and consultation) and Appendix E (Community survey data) in the Neighbourhood Plan document.

The formation of the Plan has been characterised by extensive community involvement and engagement. The Steering Group collected information from the community in order to develop policies that will deliver good design and appropriate housing for the needs of the village. (*Appendix A: Village Meetings, Steering Group, Village Meetings and Consultation Stages.* )

The Steering Group comprised members from the Parish Council and from the village community and met regularly throughout the period November 2014 to June 2017. Steering Group meeting notes and actions were published on the Plan website at [www.wotgneighbourhoodplan.co.uk/meeting-notes](http://www.wotgneighbourhoodplan.co.uk/meeting-notes). (*Appendix B:*

*Steering Group Meetings 2015-2017*). Intensive editing and consultation with the Schoolfield Action Group and through village meetings over the second policy on land use continue until March 2018 with advice and agreement from the qualifying body, the Parish Council.

Individual consultations between the Steering Group members and landowners, developers or agents were also held in order to identify and manage expectations for development within the Plan. Information from these consultations was reported back to the full Steering Group and contributed to the final Plan policies and designated sites (Section 5 of the Plan and Appendices F, G, and H). (*Appendix C of Consultation Paper: Meetings with landowners,*)

### **ENGAGEMENT WITH HARD TO REACH GROUPS**

Throughout the process of engagement with the community – particularly in analysing the demographic make-up of respondents to the Community Survey – it was highlighted that there were certain groups within the community that were not engaging as fully as would be wished in order to have a fully representative plan. In particular, many of the elderly residents of the village are not conversant with online information and are in many cases not able to attend public events in the village hall, nor return completed surveys to the drop box in the Village shop or Church. For this reason, members of the Steering Group and volunteers visited a significant number of residents at their homes to gather information from them and to collect their responses to surveys. There were also two street meetings to discuss issues of specific concern. Other members of working groups visited business premises outside the village in person to collect responses and provide an opportunity to discuss the purpose of the Plan and its relevance to business. In terms of houses outside of the village envelope (occasionally referred to as Upper Weston and outlying houses), our communications team was diligent in making sure the flyers and any other information was hand delivered.

### **KEY RESPONSES FROM CONSULTATION**

The community survey had a response rate of 35.3% and the detailed responses to each question are shown in Appendix E of the Neighbourhood Plan document. Survey questions addressed ideas on Community and Economy; Housing; Environment and Public Spaces; Traffic Calming and Movement; Design. These ideas were presented and the subject of further discussion at the Village Event on 17<sup>th</sup> & 22<sup>nd</sup> October 2015.

### **REGULATION 14 PRE-SUBMISSION CONSULTATION**

The Steering Group finalised the draft Plan in April 2017 and the Regulation 14 pre-submission consultation was launched on April 13<sup>th</sup> 2017 for the required six-week period to 25<sup>th</sup> May 2017. The actions to achieve the consultation were:

- a newsletter was delivered to every household and business premises in the parish, including homes outside of the village envelope, to alert everyone of the consultation and the means by which they could participate;
- hard copies of the full Neighbourhood Plan with Appendices were made available to all members of the Steering group, members of the Parish Council and some retained for consultation at the Village Hall and Church;
- digital copies of the Plan and additional documents were available to read and download from

[www.wotgneighbourhoodplan.co.uk](http://www.wotgneighbourhoodplan.co.uk) and a direct link to this url was provided from the Weston-on-the-Green Parish website at <http://www.westononthegreen-pc.gov.uk/>;

- Notices were displayed on the Village noticeboard and various sites around the village.

*In accordance with Regulation 14, letter/email parties notified relevant statutory consultees with particular interest in the Plan.*

*A copy of the letter sent and the full list of non- statutory consultees are provided in Appendix D.*

*A copy of the letter sent and the full list of statutory consultees are provided in Appendix F.*

*The schedule of comments and responses to the pre-submission consultations are provided in Appendices E and G respectively*

## **APPENDIX A**

### **THE STEERING GROUP, VILLAGE MEETINGS, CONSULTATION STAGES**

<b>Steering Group Members</b>	
Diane Bohm (Chair)	Susan Davis
Roger Evans (Vice-Chair)*	Bob Hessian
Eric Bohm (Treasurer)	Alex Reid***
Guy Holland**	Yasemin Olcay
Norman Machin	Mike Finbow (Nov 2015)
*Resigned November 2015  **Resigned August 2016	***Resigned August 2017
<b>Village Form and Character Team</b>  Guy Holland (Team Leader) Resigned Nov 2015 Norman Machin Roger Evans (Chair 2015/16) Paul Beecroft	John Roper Yasemin Olcay Paula Hessian Henry Donne Patsy Parsons

<p><b>Social &amp; Economic Aspects Team</b></p> <p>Susan Davis (Team Leader)          Bob Hessian          Anne Brown          Carolyn Bushby</p>	<p>Diane Bohm          John Roper          Paula Hessian          Henry Donne          Patsy Parsons</p>
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<p><b>Transportation &amp; Highways Team</b></p> <p>Bob Hessian (Team Leader)          Eric Bohm          Graham Barnett</p>	<p>Louise Talbot          Neil Mullane</p>
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<p><b>Community Engagement Team</b></p> <p>Alex Reid (Team Leader)          Bob Hessian          Diane Bohm          John Roper          Yasemin Olcay</p>	<p>Patsy Parsons          Robin Stafford Allen          Louise Talbot          Mike Finbow</p>
--	--

**4 – Volunteers Code of Conduct**

1. Transparency: open meetings, disclosure of interests.
2. Respect: No actions or personal criticism, we are all here doing this on a voluntary basis and everyone deserves respect for that.
3. Commitment: It will take a large number of us to share the work. Anyone taking on a task, no matter how small, will need to do it on time because everyone else will be depending on it.
4. Efficiency: we should respect the time given by volunteers by running an efficient planning process and holding effective meetings.
5. Fun: this should be a fulfilling and enjoyable exercise. We have an opportunity to plan the future of our village, so let's enjoy it.





## 5 – Meeting Protocol

The progress of the Neighbourhood Plan is meant to be iterative. Hence too many formal rules could close down useful discussion. For the purpose of open and considerate discussion, the following Meeting Protocol is proposed:

1. The Chair will set an Agenda that will include items requested by the Steering Group and/or by villagers;
2. Meetings are open to members of the public who will sign in with an option to include their email account. They will then be added to the circulation list for all Minutes/Action Lists;
3. When rising to speak, members of the public are requested to identify themselves and their association with the village;
4. Members of the public will be invited to raise questions after each agenda item. If the query requires in-depth and lengthy discussion, it will be referred to the appropriate sub-committee for fuller discussion and analysis. The item will be added to the agenda of the next meeting;
5. The Chair reserves the right to close discussion on a given topic after an appropriate time;
6. Members of the Steering Group and the general public will be expected to follow this Code of Conduct.

## 6 – Declaration of Interest

<b>Name (please print)</b>	
<b>Address</b>	
<b>Declaration of Interest pertaining to financial benefit from the Neighbourhood Plan e.g. landowner, contractor, developer, other beneficiary of financial gain, representative of a beneficial owner of land/property.</b>	
<b>Signature</b>	<b>Date</b>

Signed by Steering Group and members of sub-groups.

\*\*all of these documents are filed in our archive.

## VILLAGE MEETINGS

EVENT ONE OCTOBER 17<sup>TH</sup>, 22<sup>ND</sup> 2015



Village meetings were an opportunity for the Steering Group to present the results of their research and discussions. They were also a chance for the villagers to ask questions of the sub-group teams and to express their own views on the issues that would be included in the Neighbourhood Plan.

The discussions centred on the following broad topics:

- Aspects of the village that are important
- Advantages of reasonable village growth
- Concerns about new housing
- Criteria for new housing
- Facilities that should be improved or developed
- Solutions to traffic problems
- The development of businesses, amenities and recreation areas.

The next village meetings took place in February 2016, when there was the opportunity to review the Neighbourhood Plan options and give detailed feedback to the Steering Group.

### The Post-It<sup>®</sup> note exercise

Villagers attending the two autumn public consultation events held in the village hall were invited to note concerns and ideas on Post-It<sup>®</sup> notes and stick them on a large aerial photograph of the village. If other people agreed, they could add a green dot; if they disagreed, they could add a red dot. The same exercise was continued when the aerial map was subsequently moved to the Church. The number of dots on a Post-It<sup>®</sup> note indicated the strength of feeling about the item.

The table records all the notes left on the map, whether they were endorsed or contradicted with coloured dots or whether there were no dots to indicate a preference either way. [Click here to view the table.](#)

In some cases, there were both green and red stickers on the same Post-It<sup>®</sup> note suggesting that the comment is controversial. It should be noted that that notes added late in the process were obviously less likely to attract green/red dots and that the exercise was open to all without any need to declare interests. Neither was there any check as to whether individuals were voting with green/red dots more than once - but the exercise still indicates general preference.

## 1. Overview of Outcomes from Village Meeting October 2015

Topic	Points for discussion
Aspects of the village that are important	<ul style="list-style-type: none"> <li>- The centre of the village to be retained around Shop, Post Office, Village Hall, Church</li> <li>- The character of the village: relatively long manorial tenure</li> <li>- The village feels peaceful</li> <li>- The village has lovely vistas and visual aspects</li> <li>- The village has had successful pubs</li> <li>- Concept of a Village Green – interest in the historic ‘green’</li> <li>- We want a safe village: safer for walking and cycling with access to the playground</li> <li>- List village assets that need to be protected and preserved</li> </ul>
Is there any advantage to reasonable growth in the village?	<ul style="list-style-type: none"> <li>- Considerable agreement that reasonable development is expected</li> <li>- Growth would result in the possibility of a more balanced socio-economic village</li> <li>- Would bring younger families into the village</li> <li>- New people bring new ideas</li> <li>- More growth provides homes in a country/area where housing is short</li> <li>- Potential increase in business: jobs and integration with the village</li> <li>- Increased growth would help shop and pubs to have increased customers</li> </ul>
Concerns about new housing	<ul style="list-style-type: none"> <li>- Caution – don’t want a ‘dormitory village’: one that has a large percentage of commuters with no sense of being part of the village</li> <li>- Concerned about strip housing that takes away a sense of the Centre of the village with poor access to the central shop and village hall</li> <li>- Worried that new housing could look out of character in the village</li> <li>- Can we be more hands on with the agreed development above North Lane</li> </ul>
Criteria for new housing	<ul style="list-style-type: none"> <li>- Small scale housing is preferred</li> <li>- there is scope for housing on both sides of Northampton Road (B430)</li> <li>- no increase in linear housing</li> <li>- look at Greenbelt and see if there is cause to request an adjustment to it</li> <li>- create housing that would make downsizing possible for local residents</li> </ul>

	<ul style="list-style-type: none"> <li>- consider a variety of small terraces, flats, sheltered housing</li> <li>- keep growth in a position that gives access to the Centre of the village</li> <li>- create housing that attracts young families</li> <li>- use local builders who will understand the need for similar character and style</li> <li>- create clusters of houses that contribute to the management of the traffic issue: i.e. not creating more problems</li> <li>- encourage eco development</li> <li>- Maximum of development: <ul style="list-style-type: none"> <li>o Starter homes – 30%</li> <li>o Affordable- 35%</li> <li>o 2/3 bedrooms 30%</li> <li>o 4/5 bedrooms 5%</li> <li>o 20 houses – maximum</li> </ul> </li> <li>- Plan in five-year periods between 2017 – 2031. Max of 15% in 5 years</li> </ul>
<p>Facilities that should be improved or developed in the village</p>	<ul style="list-style-type: none"> <li>- internet and mobile phone access must be improved if businesses are to be encouraged</li> <li>- playground: increase activities – add a zip wire, a basket and a Clubhouse</li> <li>- one group felt that the village needs a bigger/second playing area, fitness area/place for young people</li> <li>- the Centre of the village should be more friendly i.e. the Shop could increase its business through friendly interaction and a welcoming approach to newcomers. Post Office hours and shop opening times need to be reviewed</li> <li>- could there be a café in front of the coffee shop in the warmer weather where villagers could gather for a chat.(several comments about the isolation of the elderly in the village)</li> <li>- the village needs allotments</li> <li>- improve and create cycle paths and public routes</li> <li>- get mains gas</li> <li>- solve the problem of foot and cycle traffic on Church Road – currently it is dangerous</li> <li>- create places for young people – teenagers</li> <li>- consider some village activities in the Hall, like it is in Wendlebury</li> <li>- restore our Duck Pond</li> <li>- Encourage a sense of what it means to belong to this village: more participation in village events and an increased awareness of what is available to newcomers</li> <li>- Create allotments</li> </ul>

Issues around development	<ul style="list-style-type: none"> <li>- important that the character of the village is maintained</li> </ul>
New ideas	<ul style="list-style-type: none"> <li>- create a cluster of houses across (east side) of the B430. Be aware of the safety issues this could cause in terms of access to the Centre</li> <li>- have a shop, playing field, village green (historic one)</li> <li>- maintain green fields</li> <li>- create need for a new school</li> <li>- investigate the idea of an Eastern bypass that would channel commuter traffic and large vehicles away from Northampton Road (not an agreed solution but a 50/50 split on one table)</li> <li>- restore the ancient Village Green</li> <li>- can we have a by-pass without a large increase in housing</li> </ul>
How would you solve the traffic issue: speed and rat run, access	<ul style="list-style-type: none"> <li>- Safety within the village is a <u>key</u> concern</li> <li>- Follow up asap several of the suggestions from the meeting in the summer i.e. village gates,</li> <li>- Reduce speed limit of B430 to 30 and within the village to 20 (look at Ardley)</li> <li>- Reduce weight limit on village section of B430</li> <li>- Provide safe footpaths for access</li> <li>- Consider access to the Centre for development that is to be build on the north side of North Lane</li> <li>- Chicanes</li> <li>- Create a crossing point between the bus stops on the B430</li> <li>- Maintain public footpaths and rights of way</li> <li>- No speed bumps as they are noisy</li> <li>- Mirrors on Church Lane/Close</li> <li>- B430 flashing speed lights throughout the village</li> </ul>
Should we further develop businesses amenities and recreation areas	<ul style="list-style-type: none"> <li>- Businesses: get them involved in the discussion of the Neighbourhood Plan</li> <li>- Create access to the village via a bicycle path from business park at Akeman Road</li> <li>- Encourage new business units outside of village</li> <li>- Amenities</li> <li>- Recreation areas – update playground. Consider a second recreation area on the East side of the B430 (cricket? Playground?)</li> <li>- The village relationship with the Manor Hotel needs to be developed as it is an historic part of our village including the Moat and the Monks Walk</li> <li>- Positive participation in the village by commercial entities such as: the Shop, the Manor Hotel and businesses</li> </ul>



#### Outcomes from Village Meeting Two February 2016

The second Village Meeting was held on Saturday, February 6<sup>th</sup> and repeated on Wednesday, February 10<sup>th</sup>, 2016. There was an attendance of 75 across both meetings. The meetings were focussed around an Exhibition organised by topic with input from the village and proposals developed forming the rest of the display panel. The topics were: Community and Economy, Housing, Environment and Public Spaces, Traffic Calming and Movement and Design. The Villagers were given a printed copy of the display panels including tick boxes so they could register their agreement or disagreement. These were collected and tabulated. The centre of this booklet contained an aerial map of the village with numbers indicating twenty-six key items. These included proposed housing sites, a village square, new village green, site for allotments and a day nursery for children, key views to protect, the village historic boundary, public footpaths both current and needed, National Cycle Network, sites for traffic calming, preserved green spaces and lanes with original verges, the Conservation area and the Greenbelt which runs through half of the village. Once the majority of the group had had a chance to look at the Exhibition, small group discussions led by a member of the Steering group occurred. This was an opportunity to enlarge on the proposals, explain in more detail and answer questions. There was a large table with an A0 map with the proposals numbered so the public could have an overview of the village and an awareness of the impact of future development. The results of the questionnaire were tabulated and there was an overwhelming majority support for these proposals to be developed into Policies.



On 20<sup>th</sup> September 2016 the Steering Group held a public meeting to consult with the village on the pre-final draft of the Neighbourhood Plan (NP). It was a well attended and a lively meeting, with over 35 villagers turning out.

The evening was a chance for villagers to hear an explanation of the contents of the final Neighbourhood Plan – how the central planning process works and how a NP fits into this; a description of the proposals put forward at the original village consultation meetings and how they were chosen and thus to discover what the Neighbourhood Plan means for the village. It was also an opportunity for any feedback to be given and questions to be asked. Diane Bohm, the Chair of the Steering Group (SG) led the presentation with support from Susan Daenke and Bob Hessian.

For those who were unable to attend, the *Executive Summary* could be seen on our website at <http://www.wotgneighbourhoodplan.co.uk/> or go to Facebook.com and search for Weston on the Green Neighbourhood Plan. Once we finalised the Plan it was made public on the website and hard copies were available at the village shop and the church.

## 2. HISTORIC DOCUMENTS AND PHOTOS

There are a number of historic photos kept in the village archives and others that have been consulted during the creation of the NP. Also, one of our parishioners, Norman Machin, created a file of sketches of key buildings and vistas. This collection has added greatly to our understanding the historic landscape of the village. All of these sketches are available on the NP website. Below are a few examples of this collection both as photos and sketches.



The village stocks are a key feature of the small piece of land at the junction of Church Lane and Northampton Road.



This is an artist's sketch of how the stocks would have been used.

### The Chequers Pub

The Chequers is a former farm settlement, which was amalgamated into an inn and now a pub. It dates from the sixteenth century.



### The Ben Jonson Pub

The Ben Jonson is so named because the most eminent writer of the Elizabethan age, Ben Jonson, is said to have stopped here on his way to Stratford upon Avon to visit his friend William Shakespeare.



## **BOOKLETS AND BOOKS WRITTEN ABOUT THE VILLAGE**

A comprehensive village history was written to commemorate the Queen's Jubilee in the year 2000. The book is entitled "Weston Matters" by Paula Hessian and Margaret Fissenden. A copy of the book was given to each household as a commemoration of the Jubilee. Newcomers to the village are hard pressed to get a copy!

Other books written about the village of Weston on the Green:

- a) Weston Constable's book (1787-1843) was found tucked inside a wall of Hazel Cottage, which was probably the base for the old toll road.
- b) Weston on the Green, Methodist Church Centenary 1838-1938
- c) Notes from "The Village of Weston on the Green 1797-1843" by Brian Wilson.

## APPENDIX B: STEERING GROUP MEETINGS 2015-18

12th March 2015	Neighbourhood meeting
27th April 2015	Neighbourhood meeting
24th September 2015	Visit by John Howell, MP, discussion on Neighbourhood Planning
2015 - 2018	Monthly reports to Parish Council
<b>"Formative" Steering Group Meetings</b>	
21st November 2014	Planning meeting with interested villagers
29th June 2015	Decision taken on area of work to be done
24th July 2015	Funding initial work, obtain digital mapping, working groups to describe skills needed to help with recruiting volunteers
22nd August 2015	Presentation on work plan and sign up for volunteers.
<b>Steering Group meetings</b>	
27th August 2015	Chair, Vice Chair, Treasurer and additional members on Steering group agreed. Draft protocol, declarations of interest statement agreed. Plan for first public meeting developed. Drop Box set up.
10th September 2015	Volunteers Code of Conduct written and agreed. Plan developed for broadening the base of the group, approach farmers, businesses. Agreement on village survey, plan launch of website, budget plan discussed; prepare storyboard for 1st public meeting. Village survey distribution planned
8th October 2015	Preliminary date for 1st draft submission set, referendum date aim in Nov 2016. Discuss consequences of new housing: traffic, parking, and delivery vehicles. Rehearse event on Oct 10th, 2016. Treasure's report, budget, website is up and running, put up banners, plan to take photographs of event. Discuss how group facilitators should lead groups at tables.
17th and 22nd October 2015	1st Village Event
12th November 2015	Village survey results analysed and presented. Initial thoughts on policies discussed.
3rd December 2015	Closed discussion with team to plan how to accelerate the work. Discussion of concerns around planned housing at the north end of the village.
10th December 2015	Planning for 2nd village meeting. Discussion of Call for sites document, discussion of unwanted housing development, continued preparation of NP policies.
14 <sup>th</sup> January 2016	Preparations for the second public meeting to include presentations on work underway based on survey and results of the first public meeting.  Proposals will be presented on: Traffic calming

	<p>Sites for housing</p> <p>A Design Code that clearly outlines how new builds should conform with the look and feel of the village</p> <p>Proposal for a Public Realm Scheme that increases the facilities of the village, beautification of specific areas based on suggestions from the survey and the first village meeting</p> <p>Proposal to object to any further development at Southfield Farm. We do not want ribbon development. (Agreed)</p>
26th January 2016	Closed planning meeting for February event
6th and 10th February 2016	<b>2nd Village Event</b>
18th February 2016	Treasurer's Report, review of village meetings, analysis presented of responses to questionnaire, how to respond to concerns, site brief planned, leaflet drop planned to share results of questionnaire, discussion of having street coordinators, discussion of legal implications of the NP.
10th March 2016	Treasurer's report, feedback from CDC meeting, review of data from questionnaires, work on draft report, reports, from sub-groups.
14th April 2016	Discussion around sites for new housing, placement of allotments, reminder of what villagers want, overview of NP progress, report writing.
19th May 2016	Application for grant money discussed. CDC update, Southfield reserved matters on CDC website, draft plan nearly complete as a Word Doc., comments made by group, discussion by the public of alternative sites, concern about any development east of the B430 as then floodgates would be opened. Graphic design template for NP, housing site study, plans. Executive summary for distribution, aerial photo arranged.
9th June 2016	Grant money approved 5K. Written work shared on individual chapters, work to begin for screening assessment, concerns about greenbelt issue, re-drafting of some chapters, get copyright permissions, priorities for PC, Design Code draft to be sent to Cherwell for opinion, draft to be ready by end of July.
4th July 2016	Meeting with PC to update on Plan, delivery, housing sites/model
23rd August 2016	CDC has reviewed draft and commented, budget statement, 4th draft of plan presented, refine housing policy statement, splitting policies and objectives
15th September 2016	Update on street meetings: Gallosbrook Way and Knowle Lane, overview of draft for 3rd village meeting, overview of Executive summary.
20th September 2016	<b>Third Village Event</b>
13th October 2016	4 sites identified for development, investigate footpaths to link sites to village centre, group asked to comment, amend and refine draft. Clarification of objectives on traffic calming.

10th November 2016	October 2016 draft has been submitted to Cherwell for comments and a response has been received. The Green Belt issue is problematic as two of our sites are on it. It was noted that there are a number of examples of green belt development with villages and so SG agreed to persevere with our preferred sites. Call for sites 2016 discussed and SG note sites of concern around the village. WOTG does not need a large number of houses and the rural environment needs to be protected. Budget report.
23rd November 2016	Meeting of PC and SG to clarify draft of NP as there will be a formal proposal at the next PC meeting to have the NP accepted by the PC. Need to communicate with residents by airfield, letters of interest by local people for housing to be requested, and overview of vision for Fir Tree Farm by landowner. Support was shown for the draft plan.
7 <sup>th</sup> December 2016	<b>Proposal to Parish Council 16.307.11 To consider and approve proposal from Neighbourhood Plan Steering Group, that the Neighbourhood Plan (as attached to this Agenda) be accepted as the formal proposed plan for the Parish, acknowledging that minor modification may be requested by statutory consultees and the Examiner of the Plan after acceptance.</b> Cllrs. approved the proposal – unanimous decision with one abstention. <b>16.307.12 Subject to acceptance of the above (16.307.11) to consider the proposal that this project continue to be led by Cllr. D. Bohm as the representative of the Parish Council. Cllr. S. Davis, also involved in the project, should also be part of the project team.</b> Cllrs. approved the proposal. Cllr. Bohm briefed councillors on the current status of the Neighbourhood Plan.
11 <sup>th</sup> January 2017	Report on feedback from CDC on draft plan. Amendments have been incorporated and agreed.
1 <sup>st</sup> February 2017	Cllr. Davis gave an update. Site-brief is being prepared for Fir Tree Farm. Appendices completed. Information needed to ascertain how many people in the village would be interested in affordable housing for themselves, family, relatives, etc.
1 <sup>st</sup> March 2017	NP is progressing with additional work on data underway. The Appendices need to be cross-referenced. The Basic Conditions statement has been written and the NP will go back to the desktop publisher for layout. Draft will go to Steering Group before presentation at Parish Council. Documents will go on the website and the PC website will provide the link.
13th April 2017	Planning of pre-submission consultation, mail shot regarding right to comment, flyers circulated with comment sheets. Consultation dates for the village is April 15th to end of May.
11th May 2017	Overview of comments to date from villagers, challenge of funding aspirations discussed, problem with lack of bus service, suggestions for amending the NP, a meeting with CDC is planned, budget tabled, DB to draft a full overview of all comments and actions/amendments.

Discussions regarding the amendment to the land policy	
Parish Council	
7 <sup>th</sup> June 2017	<p>Discussion of the threat of development to the Schoolfield (ridge and furrow) The status of the field will be investigated and how it can be protected from damage i.e. development.</p> <p>Discussion of a further housing site put up for discussion by land owner's agent, the Baby Ben, further comments on the NP and agreed actions, report on SEA meeting with SG and CDC, update on consultation with CDC, concerns about school field sale.</p>
5 <sup>th</sup> July 2017	<p>A developer has bought the schoolfield. This is an immediate threat to the ridge and furrow field.</p> <p>English Heritage/Historic England will be contacted to ascertain the status of the field. Historic England has suggested that we look to see if the land could be appropriate for local green space designation or even classified as a non-designated heritage asset in its own right.</p>
3 <sup>rd</sup> August 2017	<p><b>PUBLIC MEETING re: Schoolfield</b></p> <p>Present: 80-100 people</p> <p>The Schoolfield has been sold to a developer. This has caused great concern from the village because of the historic use of the field and the assumption that the site was safe from development.</p> <p>There is an impending flood risk and lack of drainage.</p> <p>Some residents of Westlands Ave have a Section 52 clause on their mortgage agreements. There is evidence of archaeological finds on the site. We need to check the role of the field in the biodiversity plan for the village and the impact on the butterfly corridor.</p> <p>Action: an action group to be formed, volunteers requested</p>

Parish Council Reports (con't)	
6 <sup>th</sup> September 2017	<p>NP report: all Statutory and Non-Statutory comments have been considered and amendments have been made where appropriate. The document containing this information has been shared.</p> <p>Report to the Parish Council on amendments specifically having to remove both of our preferred sites as they are technically in the green belt although in the village - disappointing for the team as moving agricultural buildings and replacing with houses was very much preferred.</p> <p>Other amendments:</p> <ul style="list-style-type: none"> <li>-addition of a bio-diversity policy</li> <li>-addition of a Social Services Policy</li> <li>- addition of a Water Policy</li> <li>- strengthening of Design Policy</li> <li>- strengthening of WOTG's role in the natural rural environment</li> <li>-strengthening of compliance to the NPPF and Cherwell Local Plan Part 1</li> </ul> <p><b>Proposal to accept the amendments: Agreed</b></p> <p><b>Schoolfield report:</b> the group will be called WF2 and is a single-issue action group. Two members of the PC sit on the committee – who are also Neighbourhood Plan Steering Group members. A list of topics to be investigated has been drawn up.</p> <p><i>Some further consideration of this issue needs to be done with amendments to the NP.</i></p>
6 <sup>th</sup> <sup>rd</sup> October 2017	<p>Traffic – one of the pressing issues from the NP. An Advisory Group to the PC has been appointed to move this issue along</p>

	<p>NP – team is working on policy on the enhancement of biodiversity in and around the village.</p> <p>“Recommendation that we have an additional planning policy, specifically that the schoolfield site is used as a community amenity area providing an open space that enhances wildlife biodiversity. This would ensure that the area on the west boundary of the village is an accessible corridor for wildlife and flowers from the Weston Fen SSSI through to the Otmoor SSSI. This is a recommendation from both Natural England and the Landscape Officer of OCC.”</p> <p>Motion agreed.</p>
1 <sup>st</sup> November 2017	NP – report on where we are in the process. The NP team alongside CDC is working on the SEA.
6 <sup>th</sup> December 2017	Report to the Parish Council on the Schoolfield designation as a passive recreational grassland habitat aimed to promote biodiversity. The area “comprises a possible NERC Act S41 grassland habitat - The S41 guides decision makers such a councils and statutory undertakers as to their duty, ‘to have regard to the conservation of biodiversity in England’”. The NP group is gathering information on how to maintain an ancient meadow – a grassland habitat. The requested allotments will need to be located elsewhere in the village.
10 <sup>th</sup> January 2018	Report to the Parish Council on the progress of the Strategic Environment Assessment, the last piece of the NP before submission. The Schoolfield is a key piece in the NP’s biodiversity statement. Future decisions need to be made on the role of the PC in overlooking the management of the field. Concerns raised regarding overgrazing and dog waste, which harms wildflowers.
24 <sup>th</sup> January 2018	<b>PUBLIC MEETING – led by WF2 group</b> Attendance – 100-120 villagers. Presentation on the work done to date on the history, importance, use of the schoolfield, designation of the field as a priority habitat, amendments to the NP to include the schoolfield in the planning policies. There was overwhelming support for this work and fundraising has begun to support the work and future challenges.

7 <sup>th</sup> February 2018	Report to the Parish Council on discussion with CDC on the rewording the section of the NP regarding the Schoolfield. The WF2 group and the NP group have agreed this. Parish Council agreed.
23 <sup>rd</sup> February 2018	Cherwell District Council prepared a draft SAE Screening Opinion.
16 <sup>th</sup> March 2018	The CDC Screening Opinion has been sent to Natural England and several other environmental agencies for comment. When these are discussed and amended, the NP will be formally submitted as all other work is completed
<b>WF2 Meetings</b> (Weston Front 2) Schoolfield Action Group	This group has met monthly since August 2017 but has requested that Minutes be confidential. Progress has been made on the areas of investigation and advice has been sought from a range of professionals.

#### **Amendment to the Planning Policy June 2017 – March 2018**

#### **Background information on The Schoolfield**

During the preparation of this Plan a piece of land which is known as The School Field, considered historic and not suitable for development, changed ownership and immediately came under threat of development. There was a village meeting in January 2017. The outcome was grave concern that the Schoolfield, a ridge and furrow field crossed by the Oxfordshire Way and providing a corridor for insect and plant life would be lost. An Action Group was formed with the objective of saving the field for the future of the village plus providing protection for the serenity of the northwest edge of the village. The Neighbourhood Plan Steering Group worked with this Action Group on behalf of the village to further develop our biodiversity policy. This was incorporated into the final version of our Plan and agreed by the Parish Council over several months January-March 2018



**APPENDIX C: MEETINGS WITH LANDOWNERS**

14.01.2016	Neil Godwin	Discussion centred around the family's history in the village, the use of land on the east of the B430
2.07.2016	Ruth Pangu	Discussion centred around land use to the south of her house, Fir Tree Farm and access to it, progress of NP, allotments on her field,  She has been kept up to date on NP work, queried by email and answered.
22.08.2016	David Hopkins, Knowle Farm	Site visit, shown access route through his land to the Oxfordshire Way, meadow that could be developed. Numerous emails throughout 2016/17 regarding possible land use.
14.01.2016  2016-2017	Paul Beecroft	Meeting with committee member to discuss land use on the east of the B430, access, past dispute, traffic issues on B430.  Mr. Beecroft attended all the village meetings and participated in them. He latterly sat on the Traffic Advisory Committee for the PC.
13.01.2016 29.03.2016 16.09.2016 23.11.2016 29.11.2016	John Miller	Mr Miller met with the Chair/Vice Chair of the NP Steering Group on a number of occasions to discuss the possible development on his Fir Tree Farm site near the centre of the village. A design was made for the site, had the approval of both the village and the Parish council. Ultimately, the site was not used in the NP as it is in the Green Belt, although considered an eyesore by neighbours. Meetings were held with CDC and the decision was taken to remove the from the plan

## APPENDIX D: LETTER TO NON-STATUTORY CONSULTEES ON PRE-SUBMISSION CONSULTATION AND LIST OF BUSINESSES AND RESPONDENTS

### PRE-SUBMISSION CONSULTATION FOR WESTON-ON-THE-GREEN NEIGHBOURHOOD PLAN

As part of the requirements of the Localism Act 2011, Weston-on-the-Green Parish Council is undertaking pre-submission consultation on its Draft Neighbourhood Plan. As a statutory consultation body, we are seeking your views on the Draft Plan document, which is now available for consultation.

The Plan is available to read and download at [www.wotgneighbourhoodplan.co.uk](http://www.wotgneighbourhoodplan.co.uk) and also through the Parish Council website at <http://www.westononthegreen-pc.gov.uk/>.

The Plan can also be consulted as a printed copy at the back of the church between April 15<sup>th</sup> and May 27<sup>th</sup>, or, at the newly opened Village Shop after April 28, 2017. You can also contact any of the Parish Councillors or members of the Neighbourhood Plan Steering Group.

The pre-submission consultation runs for a period of six weeks. The closing date for representations is 27<sup>th</sup> May 2017.

We have included a copy of the Executive Summary so you will have a short version of what is in the actual plan.

Responses can be:

- emailed to <http://www.wotgneighbourhoodplan.co.uk/contact> or [diane@wotgneighbourhoodplan.co.uk](mailto:diane@wotgneighbourhoodplan.co.uk) or [parishclerkwotg@f2s.com](mailto:parishclerkwotg@f2s.com);
- posted to Parish Clerk: Newby Cottage, Weston on the Green, OX25 3QL
- dropped in through the mail box (in this envelope), sealed and addressed to WOTG Neighbourhood Plan.

Yours sincerely

Kate Hessian (Chair of the Parish Council)

The draft Neighbourhood Plan of April 2017 was circulated to the village via the website ([www.wotgneighbourhoodplan.co.uk](http://www.wotgneighbourhoodplan.co.uk)), emails to the majority of the village with the link included, hard copies were in the village church. As there are some people who do not use the internet we also circulated copies to clusters of houses and they shared over the consultation period. We included all landowners and hand delivered letters with the same information. Businesses in the village had a letter referring them to the website. There were fifteen replies from people in the village and no replies from businesses listed below.

## Businesses in Weston on the Green

Name of Company	Name of Company	Name of Company
3D Design	T J Broadbent	Control GmbH, Unit 2
Allerton & Company	Autoengineers Ltd	Continental Landscapes
Aqua Services (Oxford)	Forge Works	Dalcour Maclaren
Autofarm (1973) Ltd	The Chequers Pub	David Beecroft Ltd
Axicon Group	The Milk Shed	RAF Weston on the Green
BENQ, Staplehurst	The Old Flight House	East Tone UK, Bumble
BP Family Farm + M&S Simply Food, A34	The Woodworks	Clumps
Clearpower Limited,	Transense Technologies plc	Framptons, Staplehurst
Isis Windows	TVT, Unit 8 Oddington	G & M Safety, Unit 21
		GN ReSound, Building A

Kel-Berg Trailer and Trucks Ltd	Grange Farm & Industries	Godwins Caravan & Camping Park and Ice Cream Parlour
Kidlington Pipe Work	Weston Garage, Bicester	
Mr Sidique Butt T/A S	Weston Manor Hotel	GPD Communications
Oxford Fine Dining Ltd.	Zeon Healthcare Limited	Inside Out Interiors Ltd
R & F Motor Technicians	Phoenix Body Shop	
Salunda Ltd, Oddington	Signavision	
Grange Farm Industries	Wells Fabrications	
Senneys Animal & Pet Feeds	Oxford Health NHS	
Sigmavision Ltd	Foundations Trust	
PA Turney	Telespeak	
Dawson Rentals	Transgene Technology	
	R & F Motortech	

## Villagers who replied to the consultation April – May 2017

Name	Name
Andrew Wilson Chair of Village Hall Committee	Richard and Adrienne Evans
Jordanna Riches	Phil Price
Wiz and Denise Bunce	Simon Davis
Tony and Jane Henman	Mary Warmington
Margaret Fissenden	John Roper
Robin Stafford- Allen	Paul Beecroft
GVA Co.Ltd	Malcolm and Kau Brain
Reps for Adrian Wilcox a local landowner	Kerry and Russell Morris

**APPENDIX E COMMENTS, RESPONSE AND ACTION TO NON-STATUTORY CONSULTEES**

Date Rec'd	From	Comments	Date replied	Response
14/04/17	Andrew Wilson Chair of Village Hall Committee	<p>A cursory glance at the Village Hall's schedule for next month will surely prove the point: 3 village club bookings (evenings), a quiz night, two daytime bookings and one day as a polling station. Out of 93 available sessions in the month the hall is booked for 11. Of these 11, 3 are monthly village group meetings and 1 is an event organised by the Village Hall Committee. The only event specifically requested by a villager is a birthday party, for which they require the morning to set up and so accounts for 2 sessions. Demand, by no stretch of the imagination, outstrips availability.</p> <p>Apart from one meeting I had with you at your house in January 2016, I am not aware of any formal discussion that has taken place with any member of the committee or our trustees.</p> <p>. the expansion that had been proposed by the Steering Group was wholly impractical and would not be in any way supported by the Committee, who are</p>	11/07/17	<p>It was agreed at the Steering Group Meeting (May 11<sup>th</sup>, 2017) that "the section on the Memorial Village Hall will be rewritten to remove the tone of a demand.</p> <p>To quote from the Steering Group Minutes of May 11<sup>th</sup>, 2017, " ...informed the meeting of the challenges faced trying to balance the Hall booking with the various demands from both villagers and outside groups. Outside groups often request a series of bookings in advance".</p> <p>The Steering Group has met monthly for two years in the Village Hall, a meeting open to the public and to all groups within our community. We advertise around the village, in the Newsletter, publish reports of our meetings and have a website with up to date information. There was a meeting as stated in January 2016 with continued opportunities to be involved in the consultation process. As the Action Plan from the Report goes ahead through the Parish Council, the Memorial Village Hall Committee should contribute to</p>

Date Rec'd	From	Comments	Date replied	Response
Page 273		<p>We have discussed the proposals at Committee meetings in the past and the consensus has been that we are not in agreement with the proposed additions to the Village Hall.</p> <p>...other "improvements" such as cafe/refreshments area/business hub are pie-in-the-sky ideas with no real thought of the practicalities.</p>		<p>There were conversations with the Trustees. An early conversation provided an understanding of the membership and purpose of the Memorial Village Hall. One Trustee said that he had not had anything to do with the group for years. Since then, we have reached out to three Trustees.</p> <p>The Neighbourhood Plan seeks to anticipate the use/demand reflecting the proposed increase in the village population up to 2031. The Plan reflects the aspirations expressed in the public meetings. (October 2015 February 2016). Discussion about the village centre would involve the Village Hall Committee from the outset.</p>
	19/04/17	<p>Jordanna Riches</p> <p>Management Trustee of the Village Hall</p>	<p>Statements regarding difficulty in booking the Hall for village activities are inaccurate.</p>	11/07/17





Date Rec'd	From	Comments	Date replied	Response
		<p>the 'dark skies'.</p> <p>(Theme 3a on P60). There is an inaccurate fact printed here say "it is booked months in advance, often by organisations outside the village, making it difficult for village groups to find space The car park, ..is a private car park belonging to the Village Hall</p>		<p>Noted – see comment above with report from Booking Secretary at the Steering Group May 2017</p> <p>Noted – discussions regarding the village centre will include all groups</p>
<p>14/04/17</p> <p>Page 275</p>	<p>Wiz and Denise Bunce</p>	<p>We concur with many of the suggestions, particularly, housing, the slowing/controlling of traffic on the B430 and attempts to re-introduce public transport.</p> <p>One concern I have is that I have read recently of Oxfordshire's wish to introduce a unitary authority, which I note Cherwell are, quite rightly strongly opposed to. If however, this did come about how would this affect a Neighbourhood Plan?</p> <p>Chapter 5, Sec 3a states – Extending the Village Hall facilities .. regarding bookings. It is not true that the hall is 'booked months in advance, ... 'outside' hires are needed to maintain a level of income required to</p>	<p>11/07/17</p>	<p>Noted</p> <p>The status of the Neighbourhood Plan will not be affected.</p> <p>The tone of this section will be changed. For any change to take place, the consent needs to come from the Management Committee of the VH</p> <p>NP Steering Group met on May 11<sup>th</sup> and the notes state: " The Booking Secretary informed the meeting of the challenges faced trying to balance the Hall bookings with the various demand from both villagers</p>

Date Rec'd	From	Comments	Date replied	Response
		support the Hall and its fabric.		and outside groups.
01/05/2017	Tony and Jane Henman	The Plan is excellent and our congratulations for the hard work and expertise by all. However, we are extremely concerned about the Ci and Cii site, which is seriously contaminated and has been for some years.		Note that Ci and Cii sites have now been removed as part of the Neighbourhood Plan as they are within the Green Belt.
01/05/17	Richard and Adrienne Evans	It will never be safe to access the children's area/sports field unless there is a footpath from the church west along the Bletchington Road.	22/06/17	Finding a solution to this problem is part of the first actions on the Action Plan. See 5.4 MONITORING Years 1-5: Improvements to existing village community facilities
01/05/17	Phil Price	Appendix D fig A14/A15  I refer to the above tables concerning traffic usage of the roads/lanes in Weston. I note fig A14 indicates approx. 133/per hour use the B430/Church lane turns and roughly over half are exceeding the 30 mph speed limit. The traffic usage for B430 (208/per hour north bound & 136 per hour south bound) is also a big	15/06/17	This is a key priority on the Action Plan. See 5.4 MONITORNG. There is an Advisory Group on the Parish Council charged with sourcing funding for the application to change the speed limit.

Date Rec'd	From	Comments	Date replied	Response
Page 277		<p>concern ..</p> <p>The traffic calming in Church Lane should be a priority on the grounds of basic safety. In the interim a reduction to 20 mph should be instigated</p> <p><u>Public transport</u></p> <p>The bus S5 (Bicester to Oxford) passes the village on a fairly regular basis</p> <p>Could we conduct a village survey to see how many people would use the bus if it were stopping in the village? (Commuters, shoppers, school children etc).</p> <p>We could make a fresh approach supported with data from a village survey</p>		<p>Noted</p> <p>The suggestion of a village survey to see how many people would use the bus is very helpful and will be passed on to the Transport Advisory Group. It would be useful if we could identify commuters to Oxford Parkway so we could have steady use of bus services as well as regular trips to Oxford/Bicester.</p>
	14/05/17	Simon Davis	<p>I agree very strongly, along with the findings of your consultation, that there needs to be careful management of the growth of the village, in ways that preserve its special character. ....The great value of the Plan, as outlined, is that it offers the residents real hope that similar developments won't necessarily be imposed ad hoc upon the village for the foreseeable</p>	11/07/17

Date Rec'd	From	Comments	Date replied	Response
		future.... I was also very pleased to see that the many features of the village that give it its rural character, especially the open spaces, the ponds and the verges will be given special, perhaps even retro-active protection.		of the important characteristics of the village.  See Environment Policies E1 through to E6
15/05/17  Page 278	Mary Warmington	As a cyclist I the village, I find it very dangerous, particularly on approaching the main road near the stocks. ...Bicycle tracks should be made essential from village to village. Also we have NO BUSES. Pensioners like myself are paying up to twenty pound to get from Bicester or Park and Ride. ....Village to city communication is essential for less crowding of motorways by private cars. Our village along Bletchington Road (Church Road) is "choc-a-bloc" at certain times of the day with private cars .... I am a continual witness to speeds well above the limit and feel an "endangered species" on my bike.	27/06/17	The issue of traffic management is considered to be one of the first issues to be tackled by the Parish Council.  Bicycle tracks from village to village would be helpful.  See 5.4 Monitoring Years 1-5 for the Action Plan.
	Margaret Fissenden	Chapter 5, Section a) I think it is overstating the use of the Hall, perhaps, by outsiders.  I congratulate the group on the work done on the plan.	11/07/17	The Booking Secretary attended our Steering Group Meeting on May 11 <sup>th</sup> 2017 and we were able to have a full discussion about Hall bookings. To quote from the Minutes, " ..informed the meeting of the challenges faced trying to balance the Hall booking with the

Date Rec'd	From	Comments	Date replied	Response
		It is a worthwhile and significant representation of my community both past, present and looking forward.		various demands from both villagers and outside groups. Outside groups often request a series of booking in advance and she makes her best efforts to ensure that villagers are not denied use of the Hall”.
11/04/17  Page 279	Robin Stafford-Allen	<p>a. Community To round off the essential village amenities which now include an enlarged and updated Village Shop/PO and a well-used Village Hall, it is essential that a bus service be re-installed.</p> <p>b. Those involved in drawing up the Plan are to be congratulated on its presentation, and comprehensiveness. it.</p>	11/07/17	The need for a regular bus service is a priority for the Parish Council in the development plan. We will have new homes for young families and there will be an increased need to get to Bicester, the Parkway and into Oxford by bus. The cancellation of the bus service increases cars on the road and hence pollution and also disadvantages the elderly who may not drive or who have ceased to drive.
14/06/17	Paul Beecroft	<p><u>OBSERVATIONS REGARDING WESTON ON THE GREEN NEIGHBOURHOOD PLAN</u></p> <p>First let me praise all concerned in producing such a well set out and informed Neighbourhood Plan, and I do not want to give any negative feedback through the emailed response channels.</p>	11/07/17	<p>Noted</p> <p>It has been very important to hear from people like yourself, as you say, a resident, landowner and business owner in the final stages of the report. It is appreciated that you attended public meetings,</p>

Date Rec'd	From	Comments	Date replied	Response
		<p>As a resident, landowner, and business owner we appear to have had little consultation.</p> <p><b>Church Lane – Church Road</b> There appears to have been no local meeting, so how can footpaths and traffic calming measures be put forward as no local consultation were held.</p> <p><b>Alterations to Church Road off B430</b> If something were to be done to alleviate the rat run that is Church Lane – Church Road, no alterations would be required at this junction ..</p> <p><b>Excessive Traffic on B430</b> .. why can this not be a 30mph speed limit with HGV limited access only and why should dustbin lorries be allowed to travel (at speed) through a weight restricted area. they should be routed round via the M40 and approach the B430 and the waste disposal facility from the North at Junction 10 like all other HGV tippers.</p> <p><b>Village Hall and Surrounding Area</b> I have reservations about the number of car parking spaces lost as it is Church Lane that becomes a car park at</p>		<p>several Steering Group meetings and have tried to participate in the transport sub-committee.</p> <p><b>Church Lane – Church Road</b></p> <p>We had committed to a series of street meetings to discuss issues that involve the residents. We have had several including Gallosbrook Way and Church Close (the latter through door to door consultation) and then a meeting with Church Road/Church Lane. (Meeting occurred in September 2017)</p> <p><b>Alterations to Church Road off B430 and excessive traffic on B430</b></p> <p>We have asked about having the speed limits reduced throughout the village and along the B430. A traffic survey has been done which provides clear evidence of the overuse of the village lanes/road for commuter traffic.</p> <p>Reducing the traffic on the B430 is a priority.</p> <p><b>Memorial Village Hall and surrounding area</b></p> <p>The artist's impression of a pretty central area is not a</p>

Date Rec'd	From	Comments	Date replied	Response
		<p>busy events at the Church and the Village Hall</p> <p><b>The Ancient Village Green</b> This is not shown on any plans, but if it is where I believe it to be to the east of the B430, as a landowner of some of this land, should I not have been consulted before inclusion?</p> <p><b>Housing Site 'A'</b> I am disappointed to hear that Site 'A' will not have to include a roundabout.</p> <p><b>Housing Site 'B'</b> appears not to be a new proposal but must emphasise my objection to this, prior to any traffic calming being installed in Church Lane, as currently it is very dangerous for pedestrians in various locations.</p> <p>Residents in Upper Weston feel ostracised and not part of the village. There has been little or no consultation with them, and Upper Weston does not appear to be mentioned in the Neighbourhood Plan.</p> <p>Is this the only housing proposed until 2030 as there</p>		<p>design plan but an indication that we could add to the improvements that have already been made around the Hall. The issue was discussed with the Chair of the Village Hall. Ideas from all groups in the village could add to the discussion.</p> <p><b>The Ancient Village Green</b> The land on the east of the B430 is treasured as an open, green space .and the village has historically rejected development there (Weston Otmoor debate and village choices for new housing 2016).</p> <p><b>Housing Site A</b> The Parish Council did request a roundabout at this site but OCC Transport did not consider it necessary.</p> <p><b>Housing Site B</b> This site has been removed from the NP.</p> <p>Leaflets were distributed throughout the north end of the village and invitations to attend village meetings</p> <p><b>Noted</b> <i>(the term Upper Weston does not appear in the NP as it is an informal designation and not a term</i></p>

Date Rec'd	From	Comments	Date replied	Response
		<p>are several sites that at present are not being proposed now, which due to different constraints but are likely to be applied for before 2030?</p>		<p><i>commonly used)</i></p> <p>We have tried to plan for the future and be cooperative in the need for housing without affecting the character of our village.</p>
<p>15/06/17 Page 282</p>	<p>Malcolm and Kau Brain  Kerry and Russell Morris</p>	<p>“Key Green Spaces” F, G and H should never be developed, as for ‘Local Green Space’ as stated in E5 Part of ‘G’ is not quite ridge and furrow but equally should be preserved.</p> <p>In TO2 reference is made to diversion of footpaths, funded by developer contributions – concerned that this could be seen by a potential developer as an invitation to ‘buy’ a planning permission.</p> <p>Site allocations – concerned that the plan prefers building in the Green Belt to slightly extending the village along the B430. In addition to sites A &amp; B housing density within the village should not be increased.</p>	<p>11/07/117</p>	<p>Noted</p> <p>The development at the north end of the village has a requirement or a footpath as part of the planning permission.</p> <p>The site in the Green Belt has been withdrawn. Members of the village have been very clear in all the consultations that development along the B430 must cease.</p>



**Response to the Regulation 14 Consultation from GVA (a real estate company) submitted on behalf of Village Foundations (a specialist building and investment company) representing the Baby Ben site on the east side of the B430**

<p>2018/04</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 283</p>	<p><b>Concern/comment</b></p> <p>. <b>GVA communicated a “representations to the Neighbourhood Plan, Weston on the Green”. This was submitted on behalf of Village Foundations.</b> “Village Foundations are a specialist building and investment company set up to respond to the challenges facing rural communities in England, particularly the lack of specialist housing suitable for retirement and for the younger generation. “</p>	<p>1/07/17</p>	<p><b>WOTG Comments – some additional info June 2018</b></p>
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**Response to the Regulation 14 Consultation from GVA (a real estate company) submitted on behalf of Village Foundations (a specialist building and investment company) representing the Baby Ben site on the east side of the B430**

	<p>2.3 Whilst the Pre-Submission version of the Weston-on-the-Green Neighbourhood Plan refers to a Basic Condition Statement having been prepared, this has not been made available for comment as part of the Pre-Submission consultation exercise.</p>		<p>2.3 The Basic Conditions Statement was not included for the pre-submission consultation. It could not be completed as the SEA Screening exercise had not been completed.</p>
Page 284	<p>2.4 Based on the documentation subject to this consultation, the current version of the Neighbourhood Plan does not meet these Basic Conditions .....</p>		<p>2.4 This is a work in progress and not the final plan.</p>
	<p>3.6 It is clear therefore, that in order to meet objectively assessed housing needs, be consistent with strategic policies of the Cherwell Development Plan and thereby secure its longevity, the Weston-on-the-Green Neighbourhood Plan must allocate sufficient sites for the delivery of housing.</p>		<p>3.6 We do not need to identify sites for more dwellings than we have identified in Site A.</p>
	<p>3.8 Excluding Site A, which already has planning permission, the Neighbourhood Plan therefore identifies 2 new sites for development which are stated as having capacity to deliver up to 34 new homes.</p>		<p>3.8 Agreement for Site A falls within the time frame of the NP. Other sites have been removed from the NP.</p>

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	3.9 Site C is located within the Green Belt .		3.9 This site has been removed from the NP.
Page 285	3.10 On the basis that Site C cannot be considered deliverable; the Neighbourhood Plan in fact identifies just one new site for development, which is suggested as being capable of delivering 4 affordable dwellings. The Neighbourhood Plan does not therefore secure the delivery of housing for the elderly or young people (the housing need identified) and this represents a 1.7% increase in the current dwelling stock of the Parish (229 dwellings at 2011).		3.10 The NP provides 20 new homes on Site A. (see above)
	3.11 This level of proposed growth, will not boost the supply of housing for the local community. As identified by the Neighbourhood Plan (p95) 70% of village residents (Survey 1) agreed that more housing should be built in the village, identifying the need to attract young people to the village as being the main motivation (33% of respondents wanted young people), closely followed by the need to accommodate retirees (26% of respondents) who wish to stay in the village but may need alternative accommodation types.		3.11 The total number of dwellings identified within the Neighbourhood Plan is constrained by the presence of the Green Belt (see also under para 3.6 above). However Site A provides 20 new homes, some affordable and the rest modern in internal design which will suit specific mobility needs. (Housing Policy 1) Further housing will be provided by infill, conversion and minor developments. (Housing Policy H2)
	3.12 Furthermore, in light of the Local Plan Part 1 Review this level of growth is not considered		3.12 It is important to note that the Parish Council and the NP Steering has a vision for the village, which is based around reasonable development within the village

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	<p>sufficient to ensure the longevity of the Neighbourhood Plan and resist possible future speculative development in the village.</p>		<p>envelope whilst maintaining our dark skies and rural feel. The Plan resists possible future speculative development in the village. WOTG is not expected to make up numbers for Oxford's unmet need</p>
Page 286	<p>3.13 It is therefore recommended that in order to meet Basic Tests a) and e) and secure the longevity of the Plan support for Site C should be removed and at least one other site should be supported for residential development. That site should be capable of delivering a mix of dwellings (market and affordable), which responds to the identified housing needs of the village.</p>		<p>3.13 We do not need to substitute a new site for Site C in order to meet our housing need.</p>
	<p>4.2 Based on the documentation subject to this consultation, there is no evidence to demonstrate that the current version of the Neighbourhood Plan has been informed by a sufficient and proportionate evidence base.</p>		<p>4.2 Consultation process is transparent. Individuals, groups, landowners &amp; businesses have all been given the opportunity to give their views</p>
	<p>4.3 This is particularly concerning given that the Neighbourhood Plan allocates sites for development, including one site (Site C) which is in the Green Belt and a considerable distance from the village centre. The Inspector of the Storrington, Sullington and Washington Neighbourhood Plan in Horsham found that the Plan could not pass Basic Test d because it</p>		<p>4.3 Site A is within walking distance of the village centre. The developer is expected to build a path to join into North Lane which connects through lanes village shop.</p> <p>There are trails and walking paths throughout the village that give evidence of regular foot traffic to the current shop as well as to the previous site. (See Schoolfield</p>

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	proposed a site for development which was not within walking distance of the local facilities and therefore could not be regarded as a sustainable location for development.		trails, North Lane to Westlands Avenue through to shop)
Page 287	4.4 Paragraph ID 11-026-20140306 of the NPPG states that a qualifying body must demonstrate how its plan will contribute to achieving sustainable development and a sustainability appraisal may be a useful approach for doing this. A sustainability appraisal is intended to be an integral part of the preparation of a plan and therefore work on the appraisal should start at the same time as work starts on developing the plan.		4.4 At the time of this consultation the Screening Assessment was not complete.  This is available on further drafts on the NP website
	4.7 The Inspector of the Wantage Neighbourhood Plan in the Vale of White Horse was unable to support that Plan on the basis that it did not promote sustainable development.		4.7 Weston on the Green is a weak Category A village. Further development is not considered necessary in this area and Oxford's unmet need will be met with larger developments.
	5.4 WOTG has not been screened against the requirements of the SEA Directive and has not been informed by the advice of consultation bodies (e.g. Natural England and the Environmental Agency)		5.4 Agree that it is essential that we get consultation feedback from the 3 statutory agencies. (English Heritage, Natural England and the Environment Agency) This consultation has occurred – completed February 2018

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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 288</p>			<p><i>This work was done January – April 2018) All updates have been posted on our website. Residents including the owner of the land you are representing have had several emails to alert them to update their awareness of the NP. Comments have consistently been encouraged. (June 2018)</i></p> <p><i>The issue of sustainable development balanced with a responsible biodiversity policy has been the focus from January-June 2018.</i></p>
	<p>5.8 As the Neighbourhood Plan allocates sites for development it will also be necessary to assess the impact of ‘reasonable alternative’ sites which could have been allocated, in order to demonstrate why the sites ultimately allocated represent the most suitable sites with the least environmental impact.</p>		<p>5.8 We are doing this. Note our recent work on the Schoolfield. We have looked at biodiversity, historical use, water supply, flood risk, and roads.</p> <p>We have also looked at the HELLA 2018 and agree there are no suitable sites on our boundaries.</p>
	<p>5.10 Evidence of alternative sites, which could and should have been considered by the Neighbourhood Plan, is available within Table 14 of the Cherwell Local Plan Part 1 Partial Review - Options Consultation paper published in November 2016. This table, including the land controlled by Village Foundations, known as Baby Ben Field, identifies several ‘potential</p>		<p>5.10 We have discussed all the potential strategic development sites at Parish Council level, including those shown in the table referred to in the Cherwell Options Consultation paper referred to in 5.10.</p>

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	strategic development sites' in Weston-on-the-Green.		<i>Recent work has included the HELLA 2018</i>
Page 289	6.4 It is not clear what existing areas of 'open space' Policy E1 catches. Figure 14 of the Neighbourhood Plan identifies 3 types of open space, including 'containing landscape' which encapsulates the entire edge of the settlement. Whilst Appendix G seeks to justify the identification of land around the settlement edge as being important to the landscape setting, in many instances, there are no special features, characteristics or qualities of the land identified which justify why it should be conserved through the Neighbourhood Plan.		6.4 We will make this point clear on the final draft, as Historic England has been helpful in this regard. <i>Reference August 2018 draft on website.</i>
	6.6 The adopted Development Plan for Cherwell does not define settlement boundaries and the Weston-on-the-Green Neighbourhood Plan does not at any point define a settlement boundary for the village either.		6.6 The settlement boundary is the built up area as seen on Figure 8 (Character areas - from the WOTG Conservation Appraisal 2009)

**APPENDIX F: LETTER TO STATUTORY CONSULTEES ON PRE-SUBMISSION CONSULTATION**

Dear,

We are writing to you as a Statutory Consultee for our Neighbourhood Plan.

The Neighbourhood Plan for Weston on the Green is now ready for you to read in final draft form. We have a six week pre-submission to Cherwell District Council consultation, starting on April 14th, 2017 ending on May 26th at 2400 hours. We will respond to all queries and submit the draft the Cherwell District Council.

Please take the opportunity to read the document in full.

Please download the plan from the Weston on the Green website, the hyperlink is below:

<http://www.wotgneighbourhoodplan.co.uk> (see the homepage)

We have also provided a comment sheet that you can use to respond to the plan.

Please refer to the specific chapter and section that you want to discuss.

The Neighbourhood Plan is a vision of how Weston on the Green can develop over the next fifteen years, 2017-31.

Regards

Diane

email: [diane@wotgneighbourhoodplan.co.uk](mailto:diane@wotgneighbourhoodplan.co.uk)

address: Oddtymes, Northampton Road, OX25.3QX, Weston on the Green, Oxfordshire, UK. OR: [parishclerkwotg@f2s.com](mailto:parishclerkwotg@f2s.com)



**APPENDIX G STATUTORY CONSULTEES FOR PRE-SUBMISSION CONSULTATION (MAY-JULY 2017)**

<b>Name</b>	<b>Contact</b>	<b>Address</b>	<b>Date sent</b>	<b>Date received</b>
Anglian Water		planningliaison@anglianwater.co.uk	10/07/2017	11/07/2017
Bletchington Parish Council	Mrs Rebecca McNaught	blethpc@btinternet.com	10/07/2017	nil
BT Group PLC		gssb@bt.com	10/07/2017	nil
Canal and River Trust	Anne Denby	<a href="mailto:Anne.denby@canalrivrtrust.org.uk">Anne.denby@canalrivrtrust.org.uk</a>	10/07/2017	14/07/20217
Charlton-on-Otmoor Parish Council	Samantha Hatwell	skh65@btinternet.com	10/07/2017	nil
Cherwell District Council	Cllr. Timothy Hallchurch	cldr.timothy.hallchurch@cherwell-dc.gov.uk	01/07/2017	nil
Cherwell District Council	Cllr. Simon Holland	cldr.simon.holland@cherwell-dc.gov.uk	10/07/2017	nil
Cherwell District Council	Cllr. David Hughes	<a href="mailto:cldr.david.hugher@cherwell-dc.gov.uk">cldr.david.hugher@cherwell-dc.gov.uk</a>	10/07/2017	nil
Cherwell District Council, Planning Policy	Christina Cherry	<a href="mailto:christina.cherry@cherwell-dc.gov.uk">christina.cherry@cherwell-dc.gov.uk</a>	Separate chart	Continuous over 3 years
Chesterton Parish Council	Mr V W Keeble	victorkeeble@btinternet.com	10/07/2017	nil
Coal Authority	Miss Rachael Bust	planningconsultation@coal.gov.uk	10/07/2017	nil

Page 2 of 11

EDF Energy			10/07/2017	nil
EE		public.affairs@ee.co.uk	10/07/2017	nil
English Heritage	Martin Small	martin.small@english-heritage.org.uk	01/02/2018	25/03/2018
Highways England	Mr David Abbott	david.abbott@highwaysengland.co.uk	10/07/2017	20/07/2017
Historic England	Robert Lloyd-Sweet	robertlloydsweet@HistoricEngland.org.uk	15/04/2017	26/05/20217
Homes and Communities Agency	Peter Wynn	peter.wynn@hca.gsi.gov.uk	10/07/2017	nil
Homes and Communities Agency	Stephanie Ainsworth	stephanie.ainsworth@hca.gsi.gov.uk	10/07/2017	nil
Homes and Communities Agency	Generic	mail@homesandcommunities.co.uk	10/07/2017	nil
Islip Parish Council	Ms L A Dent	clerkislippc@hotmail.co.uk	10/07/2017	nil
Kirtlington Parish Council	Ruth M Powles	rmpowles@easynet.co.uk	10/07/2017	nil
National Grid	Brian Green	brian.green2@uk.ngrid.com		
Natural England	Zoe Buddle	consultations@naturalengland.org.uk	10/07/2017	25/07/2017

Network Rail Infrastructure Ltd		townplanninglnw@networkrail.co.uk	10/07/2017	nil
Oddington Parish Meeting	Dr Adrian Young	adrian@young99.fsworld.co.uk	10/07/2017	nil
Oxfordshire Clinical Commissioning Group		<a href="mailto:oxon.gpc@nhs.net">oxon.gpc@nhs.net</a>	10/07/2017	14/08/2017
Oxfordshire County Council	Linda Currie	<a href="mailto:linda.currie@oxfordshire.gov.uk">linda.currie@oxfordshire.gov.uk</a>	10/07/2017	15/08/2017
Oxfordshire County Council	Cllr Anthony Gearing	<a href="mailto:anthony.gearing@oxfordshire.gov.uk">anthony.gearing@oxfordshire.gov.uk</a>	10/07/12017	as above
Powergen Plc			10/07/2017	nil
Scotia Gas	Jane Crowley	<a href="mailto:Jane.Crowley@scotiagasnetworks.co.uk">Jane.Crowley@scotiagasnetworks.co.uk</a>	10/07/2017	nil
Scottish and Southern Electric (SSE)	Chris Gaskell	<a href="mailto:chris.gaskell@sse.com">chris.gaskell@sse.com</a>	10/07/2017	11/07/2017
Scottish Power			10/07/2017	nil
Severn Trent Water Ltd		<a href="mailto:paul.evans@severntrent.co.uk">paul.evans@severntrent.co.uk</a>	10/07/2017	nil
St. Mary's Church, Akeman Benefice	Theff Everett	<a href="mailto:theff.everett@gmail.com">theff.everett@gmail.com</a>	11/05/2017	13/06/2017 nil
Thames Water	Thames Water c/o Carmelle Bell	<a href="mailto:ctbell@savills.com">ctbell@savills.com</a>	10/07/2017	09/08/2017
Three		<a href="mailto:jane.evans@three.co.uk">jane.evans@three.co.uk</a>	10/07/2017	nil

Vodafone & O2		EMF.Enquiries@ctil.co.uk	10/07/2017	nil
Wendlebury Parish Council	Ms Jane Olds	wendleburypc.gmail.com	10/07/2017	nil
Western Power	Graeme Hill	<a href="mailto:gshill@westernpower.co.uk">gshill@westernpower.co.uk</a>	10/07/2017	nil
Western Power	Alex Wilkes	<a href="mailto:awilkes@westernpower.co.uk">awilkes@westernpower.co.uk</a>	10/07/2017	nil

SCHEDULE OF COMMENTS FROM STATUTORY CONSULTEES

	Organisation	Response	Action
Page 295	Cherwell District Council	<p>We are particularly pleased to note that many of the issues and discussions that have been on-going between us and the Steering Group are now reflected in the plan.</p> <p><b>Mapping/ Diagrams</b></p> <ul style="list-style-type: none"> <li>• Where necessary all the plans, maps, diagrams and photographs should include details such as source, licences, acknowledgements, scales etc.</li> <li>• It may also be helpful to increase the scale of some of the maps to make them easier to read.</li> </ul> <p><b>Foreword</b></p> <ul style="list-style-type: none"> <li>• Given the recommended changes to the housing allocations (see later comments) there will need to be a change to the statement in para 4 referring to 20% growth in village.</li> </ul> <p><b>Executive Summary</b></p> <p><b>Housing Policies</b></p> <p>References to Site B (Gallosbrook Way) and Site C (Fir Tree Farm) should be deleted from the Executive Summary to reflect recommendations and earlier discussions regarding the identification of housing sites within the Green Belt. (Further comments on this subject are set out below)</p>	<p>Noted</p> <p>Done</p> <p>Done</p> <p>Done</p>

	Organisation	Response	Action
		<p><b>Planning Policy – Housing</b></p> <ul style="list-style-type: none"> <li>• The percentages of 30% Starter Homes, 35% Affordable and 30% appear in the Summary but do not appear anywhere else in the document. Whilst we are pleased to note that these requirements fall within the scope of the adopted policies of the Cherwell Local Plan, the Neighbourhood Plan’s detailed requirements will need to be clearly evidenced. Appendix D sets out some of the village survey results but it is not clear from there how these figures were reached.</li> <li>• Reference is also made to ‘starter homes’. Do you have a definition for this? There is a definition of affordable housing in Annex 2 of the NPPF. This would preclude the Plan from asking for ‘starter homes’ in addition to ‘affordable homes’. If the Plan has another definition in mind this will have to be explained or the term ‘starter homes’ replaced by another term.</li> <li>• The Housing Section in the main body of the Plan will need to have a policy and explanation on this.</li> </ul> <p><b>3</b></p> <p>Para 1.1: It may be helpful to update the second paragraph along the following lines. Quoted dates will also need to be revised. The next stages are:</p> <ol style="list-style-type: none"> <li>The Qualifying body submits the NP to the local planning authority (lpa)</li> <li>The lpa checks that the submitted proposal complies with all the relevant legislation.</li> </ol>	<p>Note: Housing and Land Use Policies H2</p> <p>Noted and deleted</p> <p>Inserted in text</p>

	Organisation	Response	Action
		<p>iii) If the lpa finds that the plan meets the legal requirements it:            -publicises the proposal for a minimum 6 weeks and invites representations            -notifies consultation bodies referred to in the consultation statement            -appoints an independent examiner (with the agreement of the qualifying body).</p> <p>iv) Independent Examination</p> <p>v) Referendum and Making the Neighbourhood Plan.</p> <p><b>Table A:</b> Revise dates to reflect delay in submitting to CDC and additional consultation by Neighbourhood Plan Forum prior to submission.</p> <p>•<b>P13:</b> There is a reference here to Diane’s personal media accounts. To protect privacy we would strongly recommend that this reference be removed.</p> <p>• <b>Chapter 2</b></p> <p>•<b>2.2</b> It may be helpful in this paragraph to state that the Weston on the Green Conservation Area was first designated in October 2000. A Conservation Area Appraisal was undertaken in 2009, which resulted in amendments to the Conservation Area boundary.</p> <p>• <b>Fig 6:</b> The source of this Plan should be acknowledged. Fig 8: This is an interesting and useful plan but due to its scale it is difficult to read. Is it possible to reproduce it at a bigger scale?</p> <p>•<b>2.5</b> Use of the term ‘Local Green Spaces’. Figure 14 and Appendix G identifies a number of ‘local green spaces’ throughout the village. It is important that the Neighbourhood Plan reflects the correct terminology when making such references and distinguishes them from other areas of amenity/open space within the Plan area.</p>	<p>Amended</p> <p>Deleted</p> <p>Updated</p> <p>See 2.4 Landscape and Local Green</p> <p>Spaces Figure 15</p>

	Organisation	Response	Action
		<ul style="list-style-type: none"> <li>• In order to formally designate ‘local green spaces’ there needs to be a specific policy in the Neighbourhood Plan which does this. There is not one at present. Secondly, there needs to be robust evidence that each of the proposed green spaces meets national policy requirements.</li> <li>• The NPPF (paragraph 75) states that local communities through local and neighbourhood plans can identify local green areas of particular importance to them as ‘Local Green Spaces’. By designating land as Local Green Space local communities can rule out new development other than in very special circumstances. Local Green space designation is therefore a restrictive and significant policy equivalent to Green Belt.</li> <li>• Paragraph 77 then goes on to state that such a designation will not be appropriate for most green areas or open space. The designation should only be used:             <ol style="list-style-type: none"> <li>1. Where the green space is in reasonably close proximity to the community it serves.</li> <li>2. Where the green area is demonstrably special to a local community and holds particular local significance, for example, because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife.</li> <li>3. Where the green area concerned is local in character and is not an extensive tract of land.</li> </ol> <p>Having regard to the above advice it is essential that the Neighbourhood Plan clearly demonstrates that the requirements for the allocation of each individual local green space are met in full. <b><i>To this end compelling evidence is required to demonstrate that any such allocation meets national policy</i></b></p> </li> </ul>	<p>Note: Policy E.6</p> <p>Amended</p> <p>Amended</p>



	Organisation	Response	Action
		<p><b>requirements. Failure to do this could result in the Plan failing to meet one of the Basic Conditions.</b> Having reviewed the local green spaces described in Appendix G it is suggested that some of the sites do not meet these requirements. Sites of particular concern include the private gardens and grass verges. The Neighbourhood Plan will therefore need to make a clear distinction between existing amenity space, and play areas and formal proposals for NPPF defined local green space designations.</p> <p><b>Chapter 5: Vision, Objectives and Policies</b></p> <ul style="list-style-type: none"> <li>• Figures 19 and 20 will need to be amended to reflect the proposed changes in the identified housing sites. (See comments below).</li> <li>• Housing site B should be removed and Sites C (i) and (ii) should be labelled as ‘potential rural exception sites’.</li> <li>• Figure 20 needs a key.</li> </ul> <p><b>Environmental policies</b></p> <ul style="list-style-type: none"> <li>• Policy E5 refers to Local Green Spaces. The Plan currently does not propose any designation of local green spaces. If it is decided to designate such spaces then there will need to be a specific policy. (See comments above).</li> </ul> <p><b>Theme 2 - Housing and Land Use</b></p> <p>As we have previously discussed on several occasions Policy Villages 1 of the adopted Cherwell Local Plan restricts development at Weston on the Green to infilling and</p>	<p>Note: App G</p> <p>Done</p> <p>Done</p> <p>Note: Policy E.6</p>

	Organisation	Response	Action
		<p>conversions only within the Green Belt area of the built-up limits of the village. Minor development is, however, provided for within the non-Green Belt part of the village's built up area. It should also be noted that Policy Villages 2 provides the potential for development beyond the built up limits of the village (outside the Green Belt).</p> <ul style="list-style-type: none"> <li>• Policy Villages 3 does however, support the identification of suitable opportunities for small scale affordable housing schemes within or immediately adjacent to villages to meet specific, identified local housing needs that cannot be met through the development of sites allocated for housing development (i.e. rural exception sites)</li> <li>• Government guidance in the NPPF (paragraph 83) states that 'Green Belt boundaries should only be altered in exceptional circumstances, through the preparation or review of the Local Plan'. This advice means that neighbourhood plans should not amend green belt boundaries nor allocate land for inappropriate development in the Green Belt. (eg including housing).</li> <li>• Inappropriate development is, by definition, harmful to the Green Belt and should not be approved except in very special circumstances (NPPF).</li> <li>• Whilst it is acknowledged that the approach in the current Plan has been amended from earlier versions in response to our discussions on this topic, we still have concerns that the Neighbourhood Plan is placing undue weight and detail on the acceptability of housing development on the Fir Tree Farm and Gallosbrook Way sites which are located within the Green Belt. As drafted the Neighbourhood Plan could be in conflict with the strategic policies in the adopted Cherwell Local Plan and is therefore at risk of failing to meet the Basic Conditions required of Neighbourhood Plans.</li> </ul>	<p>Noted</p> <p>Sites are deleted from NP</p>

	Organisation	Response	Action
		<p>The following comments are made in this context:</p> <ul style="list-style-type: none"> <li>• P57: Second paragraph – delete ‘The provisional Site C (i) and (ii) are offered for development that would help to rebalance the housing density in the southern half of the village’.</li> <li>• Third paragraph – This paragraph can remain.</li> <li>• The principal aim of these comments is to ensure that these sites are not referred to in such a way that could be viewed as the sites being allocated for housing.</li> <li>• <b>P58: Objectives</b></li> <li>• References to sites B and C should be deleted.</li> <li>• <b>Housing Policies</b></li> <li>• You may wish to consider adding a new policy which addresses housing mix (see comments above regarding the Executive Summary).</li> <li>• The first paragraph referring to Southfield Farm could be made a standalone policy eg Policy H1.</li> <li>• <b>Community Policies Policy</b></li> <li>• <b>C4 (a)</b> – For the avoidance of doubt it may be better to redraft as follows: ‘Development that endangers visual impact of the key views set out in this Plan and in Cherwell District Council’s Weston on the Green Conservation Area Appraisal</li> </ul>	<p>Done</p> <p>Done</p> <p>Done</p> <p>Note: Policy H2</p> <p>Done</p> <p>Policy: C5a</p>

	Organisation	Response	Action
		<p>(2009)'</p> <ul style="list-style-type: none"> <li>• <b>Transport Policies</b></li> <li>• <b>Policy T2</b> – A threshold of 4 dwellings is included within this policy. There is no reason why this cannot be applied but the Plan will need to provide evidence/justification for this threshold. The views of Oxfordshire County Council as Highway Authority should also be sought on this policy.</li> <li>• Detailed references to village surveys and feedback – check that they have been referenced or included as background documents.</li> <li>• <b>Table C</b> – This may need updating as policy wording is amended.</li> <li>• <b>Appendix A</b> – It may be helpful to include <ul style="list-style-type: none"> <li>• Copies of the main publicity material eg posters, standard letters etc.</li> <li>• List of key points arising from the public meetings (i.e. a brief meeting note)</li> <li>• Details of landowners approached in the preparation of the Neighbourhood Plan.</li> </ul> </li> <li>• On a more general note this Appendix could be incorporated in to the wider Consultation Statement which will accompany your Submission Plan. (See comments on submission documents below). This will have to include details of the latest round of consultation on this Neighbourhood Plan in accordance with the Regulations.</li> </ul>	<p>Changed to 10 houses</p> <p>Note: App; E</p> <p>Done</p> <p>Included, now App B</p> <p>Note: App H</p> <p>See Consultation Statement</p> <p>Moved as suggested</p>

	Organisation	Response	Action
		<ul style="list-style-type: none"> <li>• <b>Appendix E</b> – The Plan refers to this Design Code throughout. It is therefore integral to the implementation of the Plan’s policies. It is suggested therefore, that this appendix is given greater prominence. For example it could be moved up to Appendix A.</li> <li>• <b>Appendix F</b> – Given the earlier comments on the appropriateness of identifying Sites B and C as being suitable for housing within the Plan it is recommended that this appendix should be deleted.</li> <li>•</li> <li>• <b>Appendix G</b> – Please see comments above relating to Local Green Spaces.</li> </ul>	<p>Deleted</p> <p>Amended</p> <p>Moved to Appendix A</p> <p>Replaced with Site Brief and Environmental Statement – Area B – the Schoolfield</p> <p>Noted and changed</p>
3	English Heritage/Historic England	Congratulations on the exemplary approach to understanding the historic interest and character of the village and the succinct but informative way this is presented in the plan	Noted

	Organisation	Response	Action
		<ul style="list-style-type: none"> <li>•Policy H2: we are pleased to support the inclusion of a design code that is specific to the settlement and the conservation area</li> <li>•Policy C4: to protect the character of the village centre and inform master planning for any enhancements, such as the proposed village square, proposals should conserve the character of space, key street scenes and views within the village</li> </ul> <p>Development that would result in harm to the visual contribution of key views set out in this Plan and the Conservation Appraisal (2009) will not be supported.</p> <ul style="list-style-type: none"> <li>•Development proposals should show that design or development will conserve key features of local Character described and/or illustrated in Appendices E-J of this Plan and including:             <ol style="list-style-type: none"> <li>views of high positive visual contribution, particularly of the Parish Church, the green and stocks, the Memorial roundabout at the village ce the wide verges on North Lane and the B430, the Manor frontage</li> <li>the rural character engendered by all types of amenity green spaces, particularly the playing field, the spinney, the ponds</li> </ol> </li> </ul>	<p>Noted</p> <p>Noted and added to Chpt 5</p> <p>Community Policies C4</p> <p>Noted and strengthened In plan Policy C5</p>
2	Environmental Agency	<ul style="list-style-type: none"> <li>•Reminded</li> </ul>	
4	Highways England	Highways England have looked specifically at any potential to impact the safe and efficient operation of the strategic road network, in this case the A34 and the M40. They have no comments to make on this consultation	Noted

	Organisation	Response	Action
13	Historic England  ( SEA Consultation)  15.04.18	<p>“Weston-on-the-Green has a rich historic environment, with 33 listed buildings, a conservation area and potential archaeological interest. There is, therefore, potential for new development to have significant effects on the significance of heritage assets within the village, depending, of course, on where that development takes place.</p> <p>We note that the Plan identifies a need within the parish for 38 new dwellings during the Plan period but only allocates one site for development, for 20 dwellings. This site is adjacent to the Conservation Area and therefore has potential impacts on the special interest, character and appearance of the Area, or views into or out of the Area, that Policy C5 of the Plan seeks to protect. However, we understand that this site already has outline planning permission so we trust that these issues will have already been considered.</p> <p>The remaining 18 dwellings are to be met through an as yet unidentified site or sites. The Plan contains a number of policies that set out criteria that any new development should meet in order to be permitted. However, we note that none of these policies seek to conserve or enhance the heritage assets of the parish, with the exception of Policy C5, which only relates, as regards heritage assets, to views identified in the conservation area appraisal.</p> <p>The Neighbourhood Plan therefore provides no specific protection to listed buildings or archaeological remains (and consequently we do not entirely agree with the statement in paragraph 25 of the Council’s draft Screening Opinion regarding the Draft Plan having policies intended to conserve or enhance the historic environment).</p> <p>Consequently, considering the Neighbourhood Plan in isolation, it does not appear to</p>	<p>We have re-emphasised this NP’s compliance under “Housing and Land Use”, pg 71,72 with the NPPF (pg 126-141) especially paragraphs 132 and 139 on the conservation or enhancement of all heritage assets of the village. This is also emphasised in ESD15 of the Local Plan, such that housing type should be appropriate to the local setting.</p> <p>There is the possibility of small housing sites in the half of the village that is on Green Belt. However, due to the current regulations on Green Belt development, we are unable to identify these sites. However, if some of the restrictions on Green Belt development are lifted, the Qualifying could recommend some small development close to</p>

	Organisation	Response	Action
Page 306		<p>limit the number of new houses that may be developed during the Plan period, it provides only a limited indication of where new development should not take place, and it does not provide any specific protection for listed buildings or archaeological remains and only very limited protection for the special interest, character and appearance of the conservation area.”</p>	<p>the centre of the village.</p> <p>Regarding listed buildings, Figure 9 identifies the 33 buildings in the village. We have amended H3 n page 71 to say:</p> <p>“ New development should place additional emphasis, in addition to the requirements outlined by the NPPF paragraphs 126-141 and especially paragraphs 132 and 139 on the conservation or enhancement of all heritage assets of the parish and ESD of the local Plan.” This is a clear statement that heritage assets are to be protected.</p>
1	Natural England	<ul style="list-style-type: none"> <li>• appreciate the policies to preserve dark skies and conserve and enhance green and open space</li> <li>• do: acknowledge designated site Weston Fen SSI &amp; do not support development that would affect this area</li> <li>• require that all development results in a biodiversity net gain for the parish</li> <li>• Include: E2 “Inappropriate development of residential gardens</li> </ul>	Added to Chap 5.3 Policy E3



	Organisation	Response	Action
		<p>will not be supported where it will detract from the character of the village or has a negative impact on biodiversity”</p> <ul style="list-style-type: none"> <li>• Adjust E2 regarding development on previously developed land</li> <li>• add a statement that new developments should incorporate large green verges</li> <li>• Objective TO2: add “where possible, Public Rights of Way should be enhanced by creating or upgrading link paths, improving maintenance, incorporating green infrastructure and signage through developer contributions”</li> </ul> <p>Transport Policy T1: add “Parking areas and access routes related to new development should not result in a net loss to biodiversity or green space”.</p> <p>Site C is brownfield land. Note the NPPF Section 111 states that “planning policies and decisions should encourage the effective use of land by re-u and that has been previously developed”.</p> <ul style="list-style-type: none"> <li>• issues on providing a green infrastructure and improving the natural environment are set out in a paper entitled: “Neighbourhood planning and the natural environment: information, issues and opportunities”.</li> </ul>	<p>Note: 5 Environment Policies E.1 Note Policies 1-E6</p> <p>E2 – how the Policy is delivered</p> <p>Added to Chap 5.3 Policy E2</p> <p>See Designated Local Green Spaces, Policy E6 See also Appendix G</p> <p>Noted and will request from Southfield Farm All to be included in Design Plan and Policy</p>

	Organisation	Response	Action
		<ul style="list-style-type: none"> <li>• Examples of how WOTG can enhance the above are :</li> <li>• Providing a new footpath with landscaping through the new development to link into existing rights of way or other green spaces.</li>   <li>• Restoring a neglected hedgerow or creating new ones.</li> <li>• Creating a new pond as an attractive feature on site</li> <li>• Planting trees characteristic to the local area to make a positive contribution to the local landscape.</li> <li>• Using native plants in landscaping schemes for better nectar and seed sources for bees and birds.</li> <li>• Incorporating swift boxes or bat boxes into the design of new buildings</li> <li>• Considering how lighting can be best managed to encourage wildlife.</li> <li>• Adding a green roof or walls to new or existing buildings.</li>   <li>For example by:</li> <li>• Setting out how you would like to implement elements of a wider Green Infrastructure Strategy in your community.</li> <li>• Assessing needs for accessible green space and setting out proposals to address any deficiencies or enhance provision.</li> <li>• Identifying green areas of particular importance for special protection through Local Green Space designation (see <a href="#">Planning Practice Guidance on this</a><sup>16</sup>).</li> <li>• Managing existing (and new) public spaces to be more wildlife friendly (e.g. by sowing wild flower strips in less used parts of parks, changing hedge cutting timings and frequency).</li> </ul>	Added to Parish Council Action List

	Organisation	Response	Action
		<ul style="list-style-type: none"> <li>• Planting additional street trees.</li> <li>• Identifying any improvements to the existing public right of way network, e.g. cutting back hedges, improving the surface, clearing litter or installing kissing gates) or extending the network to create missing links.</li> <li>• Restoring neglected environmental features (e.g. coppicing a prominent hedge that is in poor condition or clearing away an eyesore).</li> </ul>	
10	Oxford Architectural & Historical Society	<p>4:1</p> <ul style="list-style-type: none"> <li>• Housing: should the option of building to the east of the B430 be examined in more depth. Clarity of NP's supporting argument is not there.</li> <li>• Would a new development in this location with winding lanes with housing to increase the population not help assuage the traffic issue on the B430.</li> </ul> <p>2.3</p> <ul style="list-style-type: none"> <li>• neither the Weston Manor Hotel nor the village church are highlighted as having any role to play in the future provision of amenities</li> <li>• hotel must be a source of employment, it does not supply its kitchens from its own garden</li> <li>• churches are seeing themselves as centres of the community, and we would like to see some vision for its future</li> </ul>	<p>NP strengthened to show how the historic village is on one side of the road. vistas and open skies are on the other side.</p> <p>NP has requested responses but work needs to be done to develop relationships.</p>
12	Oxfordshire Butterfly Group	<ul style="list-style-type: none"> <li>• WOTG is surrounded by farmland some of which is arable, probably now you have little by way of permanent pasture or wildflower meadows, you do however have hedgerows and some small area's of woodland, so I would like to highlight Brown, White Letter and Black Hairstreak butterflies these are butterflies that are not</li> </ul>	<p>Importance of this is noted in 5.2 Theme 1, O1</p>

	Organisation	Response	Action
		<p>readily seen as they spend most of their lives in the canopy.</p> <ul style="list-style-type: none"> <li>•With the majority of the land in your region is in private ownership, we are not able to check these areas and we just do not have enough time to check everywhere.</li> <li>•The White Letter depends on Elm, the Dutch Elm disease has seriously reduced their numbers because they are dependent on the more mature flowering Elms or Wych Elm, if at any time planting trees is considered we would recommend planting disease resistant Elm.</li> <li>•I am fairly sure the Brown Hairstreak is in your region, (its distribution is monitored by looking for its eggs in the Winter) it lays its eggs on low Blackthorn growth usually no more than a meter and a half high, the modern use of the flail, is removing most of the eggs, this is one of the reasons that D.E.F.R.A recommends a three year rotation of hedge flailing.</li> <li>•The Black Hairstreak is the most restricted in its distribution, caterpillar food plant again is Blackthorn, Oxon and Bucks have at least 50% of this butterflies colonies, we have some old records from along Akeman street on your northern boundary, much of the Blackthorn has been removed, so we doubt that it still exists there, it was seen 2006 around Weston wood on your Southern boundary, it was also recorded at Tolbrook corner to the West in 2011, the Blackthorn has been cut back here as well.</li> <li>•Bletchingdon roadside, also seen here 2011, (some of these dates refer to when we last visited in the short flight period to look for them) if you have some good Blackthorn thickets in your area you may have well have this butterfly, so I have attached the management fact sheet produced by Butterfly Conservation.</li> </ul>	<p>Noted</p> <p>All of this info is Included in the Biodiversity Policy E2</p>

	Organisation	Response	Action
8	Oxfordshire Clinical Commissioning Group	<p>We would welcome a reflection within the Neighbourhood Plan that any impact from housing would have a corresponding impact on the practices ability to support their existing population.</p> <ul style="list-style-type: none"> <li>•Developer contributions should be considered to enable the local GP practice to grow.</li> <li>•transport to the surgery can be an issue</li> <li>•rural loneliness is a health factor</li> <li>•good digital connectivity can help support remote monitoring for house bound patients</li> </ul> <p>The Oxford Clinical Commissioning Group has prepared a paper entitled “Health needs associated with housing growth” which details health needs associated with any housing development. This document should be referenced when considering housing Development.</p>	<p>We have written a new Social Services Policy for the NP See Chpt 5 Housing Policies H7</p> <p>Noted and used</p>
6	Oxfordshire County Council	<p>A key issue raised in the Transport Strategy response concerns the plan’s objective to restore a Public Transport service to the village; whilst this objective is supported it is not clear how it could be achieved. Without a public transport service there are issues with the sustainability of small scale development.</p> <p>Transport comments:</p>	<p>Understood but not helpful without funds. Concerned that the County does not help our village to be sustainable.</p>

	Organisation	Response	Action
		<ul style="list-style-type: none"> <li>• there are no funds available for a bus service</li> <li>• WOTG does not have the critical mass to support a bus service for commuters (fee-paying customers)</li> <li>• permitting any small-scale residential development at WOTG would result in a population without means of transport. An increase in car use would add to congestion on the approaches to Oxford and Bicester.</li> </ul> <p>Travel Plans</p> <ul style="list-style-type: none"> <li>• It is recommended that reference is made to the requirement for travel plans and travel plan statements as set out in Oxfordshire County council guidance document Transport for new development, Transport assessment and travel plans (2014)</li> <li>• there is support in principle for improving walking links within the village and looking to expand and connect up the cycling links , including the employment site. Funding would need to be secured.</li> <li>• bus service are unlikely but there are other options such as community lift share schemes to be explored.</li> </ul> <p>Road Safety Aspirations A20, A21.</p> <ul style="list-style-type: none"> <li>• the road (B430) is considered as having a reasonable speed limit (2011 and 2013 review)</li> </ul>	<p>“Catch 22”</p> <p>Action on Parish Council to determine If there is a need for a commuter bus</p> <p>Noted</p> <p>To be explored</p> <p>Disagree and note 30 mph in Middleton Stoney. A count on any</p>

	Organisation	Response	Action
		<ul style="list-style-type: none"> <li>• changes to 30 mph could happen, but only after traffic calming measures are in place. There is no funding for this.</li> </ul> <p>Aspiration A22 “speed limit on the lanes radiating from the B430 should be reduces to 20 mph”</p> <ul style="list-style-type: none"> <li>• it is likely these roads would meet the DY guidelines for a 20 mph speed limit</li> <li>• it would be subject to statutory consultation</li> <li>• there are no funds for any traffic calming measures</li> </ul> <p>Aspiration A23 “the weight restriction for heavy lorries should include both directions”</p> <ul style="list-style-type: none"> <li>• not appropriate to have a limit as this is a diversion route for the A34</li> </ul> <p>Aspiration 25 “pedestrian crossing need on B430”</p> <ul style="list-style-type: none"> <li>• no funding for such a project although there is not a problem with this</li> <li>• Zebra crossings are only for a 30 mph zone</li> <li>• a pedestrian refuge does not require a consultation</li> <li>• a signalled crossing does require a consultation</li> </ul>	<p>day of the number of cars trying to safely enter the B430 would reveal how unsafe ingress is at 40 mph.</p> <p>To be arranged</p> <p>Noted</p> <p>Rather than used as a diversion route, it is currently the preferred route for many lorries. This is not an A route and as such should only be used when an actual diversion is necessary.</p> <p>Noted</p> <p>Still unsafe on B430</p>

	Organisation	Response	Action
		<p>Public Rights of Way</p> <ul style="list-style-type: none"> <li>the plan’s Transport and Development policies for protecting and enhancing public rights of way/countryside access are supported</li> </ul> <p>Economy and Skills</p> <ul style="list-style-type: none"> <li>we support the WOTG NP in the context of the objectives and policies as being aligned with the Strategic Economy Plan’s priorities for People, Place, Enterprise and Connectivity</li> </ul> <p>Education</p> <ul style="list-style-type: none"> <li>pg 61 comments on providing a pre-school: there is advice that the county council can provide. See notes for details.</li> <li>pg 96 comments on recent availability of school places in the surrounding area. Note: Chesterton Primary School has been approved for expansion and the recent expansion of Bletchingdon School has also increased school capacity</li> </ul> <p>Minerals and Waste/Waster Management</p> <ul style="list-style-type: none"> <li>no comments</li> </ul> <p>Green Infrastructure</p>	<p>Noted</p> <p>Noted</p> <p>Given the number of houses being built in both villages there is still concern regarding school places.</p>



	Organisation	Response	Action
		<ul style="list-style-type: none"> <li>• the detail and thought that has gone into understanding and explaining the landscape character of the parish is welcomed (refer to the recently published county Historic Landscape Characterisation project, available on the county council website, may be of value) ***</li> <li>• the policies relating to the control of light pollution are supported</li> <li>• there is an opportunity to complement the landscape character input with additional information and policy on biodiversity.</li> <li>• Protection and enhancement of biodiversity is a core part of the NPPF and the district council’s Local Plan Part 1</li>   <li>• Background Evidence: Figure 5 includes reference to Conservation Target Areas (CTA). It would be helpful to include Otmoor CTA to the south-east on Figure 5.</li> <li>• There are two Local Wildlife Sites identified within the parish (both woodlands south of the A34), which are also recorded as Ancient Woodland, the status of which it would also be appropriate to record on Figure 5.</li> <li>• There is little reference to the plants and animals within and around the settlement, which depend upon the trees, hedges, grasslands, and water bodies that give form to the green spaces. Existing information held by the Thames Valley Environmental Records Centre shows a number of protected and notable species including species of bats and swifts. Local information would easily swell this list.</li> <li>• Policy: In terms of policy it would be helpful if the NP could reinforce and interpret existing biodiversity policy within the district’s Local Plan Part 1, in particular ensuring that a “net gain” in biodiversity is sought where possible and stating this in policies and supporting information.</li> <li>• The parish has one CTA within its boundary, Kirtlington and Bletchingdon Park and</li> </ul>	<p>Noted</p> <p>Noted, very helpful</p> <p>Note: Policy E1, E2</p> <p>Added</p> <p>Added</p>

	Organisation	Response	Action
		<p>Woods, and abuts Otmoor CTA to the south-east. As such the parish plays an important role in linking the two CTA. The NP could help in this process by identifying areas of locally important habitat and considering whether there are opportunities to strengthen wildlife corridors.</p> <ul style="list-style-type: none"> <li>• There may also be opportunities to reinforce wildlife conservation at a very local level, for example by reinforcing the need to protect the roosts of bats and nests of declining birds such as swifts that often depend upon old houses and can be lost in renovations and re-builds; and can be incorporated into new developments.</li> </ul>	<p>Note: 5.2 Theme 1 Policy E.2</p> <p>Note: Policy E1</p> <p>Note : Policy E.2</p>
11 Page 316	Oxfordshire Playing Fields Association	<ul style="list-style-type: none"> <li>• OPFA fully supports the policies of the plan designed to ensure that the playing field and other green spaces are not lost to development, in particular Plan Policy C4</li> <li>• Objective A17 “to improve the existing playground and consider the designation of a new recreation space” - this is fully supported and would be willing to work with WOTG on this</li> <li>• regarding the aim to protect the remaining green spaces:</li> <li>• recommend getting in touch with Fields in Trust as they work with landowners to protect open spaces in perpetuity. <ul style="list-style-type: none"> <li>• see website <a href="http://www.fieldsintrust.org/">http://www.fieldsintrust.org/</a></li> </ul> </li> </ul>	<p>Note: 5.2 Theme: Community and Economy Policy C1</p>
9	Scottish and Southern Electricity Networks	<p>No specific comments on this NP</p> <p>Background info: Letters to Cherwell District Council from Sept 8/14 with attachment w has info on main power line running through WOTG and essential to the area.</p>	<p>Noted</p>

	Organisation	Response	Action
7	Thames Water	<p>Thames Water do not have concerns with regards to the level of Development proposed in and around WOTG area. However, as the local Sewage Treatment Works is very small, Thames would like to encourage developers and the Council to consult Thames on any proposed development as soon as possible.</p> <p>General Comments:</p> <p>New development should be co-ordinated with the infrastructure it demands and to take into account the capacity of existing Infrastructure Paragraph 156 of the NPPF March 2012, states;  <b><i>“Local planning authorities should set out strategic policies for the area in the Local Plan. This should include strategic policies to deliver.....the provision of infrastructure for water supply and wastewater.....”</i></b></p> <p>Paragraph 162 of the NPPF relates to infrastructure and states:  <b><i>“Local planning authorities should work with other authorities to: assess the quality and capacity of infrastructure for water supply and wastewater and its treatment.....take account of the need for strategic infrastructure including nationally significant infrastructure within their areas”</i></b>. .... Local Plans should be the focus for ensuring that investment plans of water and sewerage/wastewater companies align with development needs.</p>	<p>Note: 5.2, Theme 2: Housing &amp; Land Use policy H4 and App A: Design Code</p> <p>Policy `H4 and Design Code: App A</p> <p>Written and inserted</p> <p>Note: Policy H4</p> <p>Noted</p>

	Organisation	Response	Action
		<p><b><i>“Adequate water and wastewater infrastructure is needed to support sustainable development (Paragraph: 001, Reference ID: 343-001-20140306”</i></b></p> <p>In light of this there is an omission of a Policy on Water and Infrastructure.</p> <p>Thames Water should be consulted regarding proposals involving Building over or close to a public sewer. Is such building is agreed This will need to be regulated by an Agreement in order to protect The public sewer or apparatus in question.</p> <p>Or</p> <p>In a section on ‘infrastructure and Utilities’ a statement similar to that set out below:</p> <p><i>As per policy INF1(Infrastructure) of the Cherwell Local Plan 2011-2031 Part 1, Developers need to consider the net increase in water and waster water demand to serve their developments and also any impact the developments may have off site further down the network, if no\low water pressure and internal/eternal sewage flooding of property to be avoided.</i></p>	Policy H4
14	The Environment Agency	“We regret that at present, the Thames Area Sustainable Places team is unable to review this consultation. This is due to resourcing issues within the team, a high development management workload and an increasing volume of neighbourhood	Noted

	Organisation	Response	Action
Page 319	(SEA consultation)  3.03.18	<p>planning consultations. We have had to prioritise our limited resource, and must focus on influencing plans where the environmental risks and opportunities are highest. For the purposes of neighbourhood planning, we have assessed those authorities that have “up to date” local plans (plans adopted since 2012, or which have been confirmed as being compliant with the National Planning Policy Framework) as being of lower risk. At this time, therefore, we are unable to make any detailed input on neighbourhood plans being prepared within this local authority area.</p> <p>However, together with Natural England, English Heritage and Forestry Commission, we have published joint guidance on neighbourhood planning, which sets out sources of environmental information and ideas on incorporating the environment into plans. This is available at:  <a href="http://webarchive.nationalarchives.gov.uk/20140328084622/http://cdn.environment-agency.gov.uk/LIT_6524_7da381.pdf">http://webarchive.nationalarchives.gov.uk/20140328084622/http://cdn.environment-agency.gov.uk/LIT_6524_7da381.pdf</a> “</p>	

## APPENDIX H: MEETINGS WITH CHERWELL DISTRICT COUNCIL

Following are the noted meetings with Cherwell District Council. A number of emails are on file asking for further information.

14.06.2016	Christina Cherry CDC	Site visit at Fir Tree Farm near the centre of the village of WOTG. Purpose: to discuss possible housing development on the site. It is green belt land and is currently an eye sore for the villagers resident on either side. It is the site most favourable with the village.
05.07.2016	Meeting with David Peckford and Christina Cherry of CDC and Diane Bohm, Roger Evans of the NP Steering Committee	Purpose: to discuss and progress issues relating to the WOTG Neighbourhood Plan <ul style="list-style-type: none"> <li>1. Objectives vs Policies</li> <li>2. Compliance statement</li> <li>3. Fir Tree Farm issue</li> <li>4. Sustainability Appraisal</li> </ul>
01.11.2016	Officer Observations on the WOTG Neighbourhood Plan	The officers of CDC forwarded a comprehensive document on all aspects of the pre document. <ul style="list-style-type: none"> <li>1. Key points:</li> <li>2. Issue of Fir Tree Farm being in the Green Belt.</li> <li>3. Green Spaces</li> <li>4. Specific policy adjustments</li> <li>5. Policies that could be included</li> <li>6. Design Code</li> </ul>
26.06.2017	Officer comments on pre-submission plan for WOTG	<ul style="list-style-type: none"> <li>1. A comprehensive review the NP team on our revisions to the plan. This included:</li> <li>2. Planning Practice advice</li> <li>3. Mapping/diagrams</li> <li>4. Housing Policies</li> <li>5. Local Green Spaces</li> <li>6. Transport Policies</li> <li>7. Next stages</li> </ul>
9.10.2017	Christina Cherry of CDC , Susan Davis and Roger Evans	Discussion of a specific request for a local green space

18.10.2017	<b>SEA Screening</b>	
02.06.2017	Maria Dopazo, CDC Mike Finbow WOTG NP	The meeting was to discuss the SEA screening format and our consultation with Natural England, Historic England and the Environment Agency. Also discussed was how best to describe proposed housing sites, considering the Green Belt issue. It was agreed that the SEA would begin to be drafted by CDC.
08.11.2017	Maria Dopazo, CDC Mike Finbow, WOTG NP	The meeting was to discuss the SEA Screening requirements and to begin gathering information for CDC to carry out the SEA, having regard to the comments from Natural England, Historic England and the Environment Agency and the 16 <sup>th</sup> October 2017 edition of the NP.
01/12.2017	Maria Dopazo, CDC Mike Finbow, WOTG NP	Maria emailed her draft Screening Opinion that highlighted a potential problem in the anticipated use of the Schoolfield, which prevented her from stating that a full SEA Assessment would not be necessary. Maria recommended that we liaise with Julie Kerans of the Thames Valley Environmental Records Centre to help us resolve the problem. This we did.
16.02.2018	Maria Dopazo, CDC Mike Finbow, WOTG NP	MF sent a new version of the NP and its Appendices to CDC.
24.02.2018	Maria Dopazo, CDC Mike Finbow, WOTG NP	Maria sent a revised Screening Opinion Historic England, The Environment Agency and Natural England were consulted regarding the draft SEA. Their responses are found on pages 63 -66 with the actions that ensued
	<b>Other meetings</b>	
8.08.2016	Stewart Howden CDC, Diane Bohm NP, John Miller, landowner	To discuss Fir Tree Farm as a site for the NP
y19.06.2017	Matthew Parry CDC, Diane Bohm NP, John Miller, landowner	To discuss Fir Tree Farm as a site for the NP
15.07.2016	Rep from Duchy of Cornwall	To discuss the further development of the

		Gallosbrooke Way site for Affordable Housing.
28.05.2015	OCC Highways, Anthony Kirkwood, Diane Bohm WOTG, Roger Evans WOTG	To discuss the traffic issue through the village and possible solutions. Key issue: no funding
10.09/2016	Diane Bohm and residents	Street meeting for Gallosbrooke Way
13.09/2016	Diane Bohm, Roger Evans, Patsy Parsons	Street meeting for Knowle Lane
09/2017	Neil Mullane, Chair of Traffic Advisory Group	Street meeting for Church Lane/Road, Church Close



## **APPENDIX I CONSULTATION OVER AMENDMENT TO DRAFT NEIGHBOURHOOD PLAN REGARDING THE SCHOOLFIELD**

Once the team decided to amend our housing and land policy we realised further consultation would need to occur.

We did the following:

- updated the NP website on a regular basis with an explanation of changes in the plan
- emailed our extensive village mailing list with the above explanation on two more occasions
- explained changes at two village meetings both of which has very high turnouts (August 3<sup>rd</sup>, 2017 and January 24<sup>th</sup>, 2018)
- updated the village bimonthly through the Village News
- checked with Natural England, Historic England, the Environment Agency and took their advice
- regular meetings with CDC

July 2018

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# **Weston-on-the-Green Neighbourhood Plan**

## **Basic conditions statement**

## 1 Introduction

This Basic Conditions Statement has been prepared to accompany the Weston-on-the-Green (WOTG) Neighbourhood Plan. It meets the requirements of paragraph 8 of Schedule 4B to the Town and Country Planning Act 1990, as amended.

### The Qualifying body

Weston-on-the-Green Parish Council is a qualifying body as defined by the Localism Act 2011. In July 2015, the Council submitted an application to Cherwell District Council (CDC) for an area of the village to be designated as a Neighbourhood Area for the purposes of undertaking a Neighbourhood Plan. This was advertised as required and confirmed by the Cherwell District Council Executive at a meeting held on 2 November 2015.

The Weston-on-the-Green Neighbourhood Plan is a Neighbourhood Development Plan as defined in the Neighbourhood Planning Regulations 2012.

### The Neighbourhood Area

The Weston-on-the-Green Neighbourhood Area covers the civil parish of Weston-on-the-Green and extends to the flood plain to the west, just beyond the A34 to the south, the M40 to the east (excluding Junction 9) and the Roman road of Akeman Street to the North (see Figure 1 on page 3).

The Plan proposal relates solely to the Weston-on-the-Green Neighbourhood Area and no other neighbourhood plans relate to this neighbourhood area.

### The time period covered by the Plan

The Neighbourhood Plan covers the period up to 2031, to coincide with the end date of the Cherwell Local Plan 2012-2031.

### Scope of this Plan

What is being proposed is a Neighbourhood Development Plan, which relates to planning matters (the use and development of land), and has been prepared in accordance with the statutory requirements and processes set out in the Town and Country Planning Act 1990 (as amended by the Localism Act 2011) and the Neighbourhood Planning Regulations 2012.

Its policies do not relate to 'excluded development', as defined in the Town and Country Planning Act 1990. The Neighbourhood Plan does not deal with 'County Matters' (minerals extraction and waste development), nationally significant infrastructure or any other matters as set out in Section 61K of the 1990 Act.

### Basic Conditions

In order to meet the Basic Conditions, a Neighbourhood Plan must:

- have regard to National Policy and advice, including that contained in the National Planning Policy Framework (NPPF)
- contribute achieving sustainable development
- conform generally to the Adopted Local Plan of Cherwell District Council
- be compatible with EU obligations.

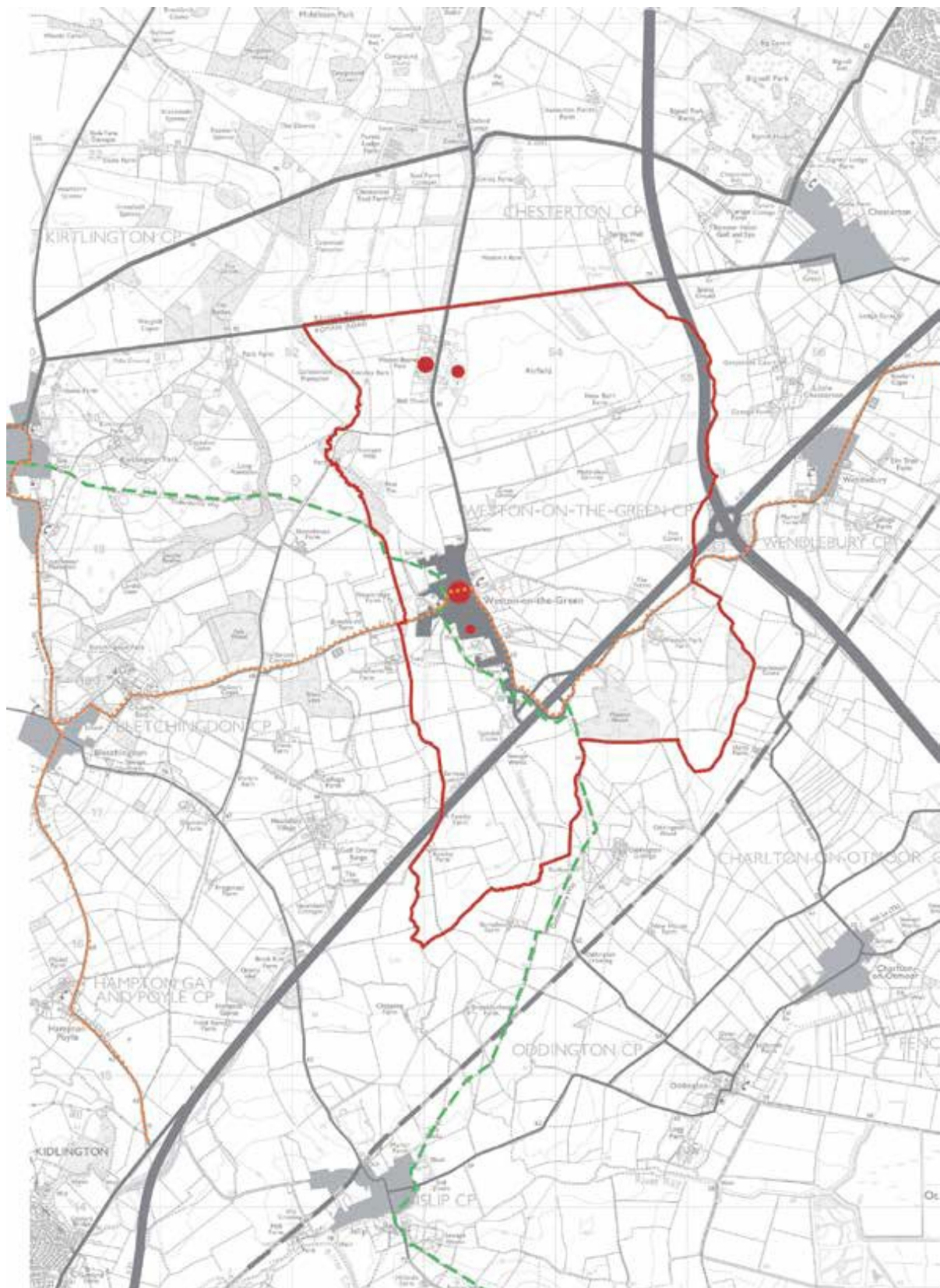


Figure 1 – The Weston-on-the-Green Neighbourhood Plan area (Crown copyright)

## 2 Conforming to the National Planning Policy Framework (NPPF)

According to paragraph 17 of the NPPF, a set of 12 core land-use planning principles should underpin both plan-making and decision-taking. The WOTG response to these principles is summarised in Table 1.

NPPF planning principle	WOTG response in the Neighbourhood Plan
1 Be genuinely plan-led, empowering local people to shape their surroundings	The Plan will be kept up-to-date to reflect changing conditions and provide a framework within which to make decisions on planning applications. There will be regular reviews of the aims, objectives and policies.
2 Find creative ways to enhance and improve places where people live their lives	This planning principle runs through the whole of the WOTG Neighbourhood Plan. In particular, upgrading facilities at the 'village centre' and the enhancement of public open space, including grassland management, are cases in point.
3 Drive and support sustainable development to deliver homes, businesses and infrastructure	Our Plan has taken into account the needs of the residential and commercial community and has identified land that is suitable for the development of homes and businesses over the Plan period. The development of infrastructure, particularly broadband, is key to the success of small businesses.
4 Aim for a high quality of design and amenity	The Plan seeks to promote a high quality of design and amenity through its policies and through the inclusion of a Design Code, which will guide the design of new housing in the village.
5 Protect the Green Belt, recognising the character of the countryside and supporting rural communities	We respect the extent and boundary of the Green Belt, although, in order to achieve our housing target and the sympathetic integration of housing developments, we would support planning applications for some sites within it on an exception basis. Priority will be given to previously developed land.
6 Support a low carbon future, encouraging the conversion of existing buildings and the use of renewable resources, while taking account of flood risk	Housing development will be avoided on the designated area of flood plain to the west of the village, while preserving ancient water courses.
7 Help to conserve the natural environment and reduce pollution.	<p>The Plan aims to preserve and extend green spaces and vistas by restricting development in certain zones (Local Green Spaces) and maintaining the long-standing characteristic of grass verges along the B430 and the 'Lanes'. We wish to encourage greater use of the existing recreational space, which includes the children's playground, while improving the safety of access to it. We also aim to conserve the potential grassland habitat south of the Weston Fen SSSI (Area B) according to Natural England's guidelines, for use as a passive recreational area.</p> <p>There is a Plan policy (C3) to support proposals for a new nursery facility in walking distance of most of the village. This</p>

	will reduce the number of vehicles being used for transport.
<b>8</b> Encourage the use of 'brownfield' land	WOTG has no available 'brownfield' land on the official register.
<b>9</b> Promote mixed use developments	Village surveys have identified that there are many businesses that are being run from home, having recently received the benefit of high speed broadband to the village. We are seeking an area of open land which could be used as an allotment.
<b>10</b> Conserve heritage assets for the benefit of future generations	The village contains a number of important heritage buildings and features, which will be preserved and, where appropriate, enhanced. As much of the village is in a Conservation Area, the recommendations of the Cherwell Conservation Area Appraisal are accepted and will be followed.
<b>11</b> Manage patterns of growth to make full use of public transport, walking and cycling, and focus development in sustainable locations	The growth in the village will concentrate on increasing the number of families with children. The village has a large network of public rights of way, including parts of the Oxfordshire Way and the national cycle route 51 also runs through the village.
<b>12</b> Contribute to improve health, social and cultural wellbeing and deliver facilities and services for local needs	The Plan proposes to increase social interaction within the village by developing the 'village centre' around the Memorial roundabout, including the Parish Church, the Memorial village hall and the newly upgraded post office and shop. Access routes between any new developments and all the facilities in the village should take account of the needs of disabled and elderly people. Overall safety within new developments will be addressed through traffic calming measures, including the choice of suitable road surfaces.

*Table 1 – Summary of WOTG responses to the NPPF principles*

### 3 Contributing to achieving sustainable development

The overriding principle of the NPPF is that of sustainable development, which is generally taken to mean 'meeting the needs of the present without compromising the ability of future generations to meet their own needs'.

The NPPF identifies three key elements of sustainable development:

- economic – contributing to building a strong, responsive and competitive economy, supporting growth and innovation;
- social – supporting strong, vibrant and healthy communities, by providing a supply of suitable housing and a high-quality built environment;
- environmental – contributing to protecting and enhancing our natural, built and historic environment, improving biodiversity, minimising waste and mitigating the effects of climate change.

These three elements are further expanded to create 13 policy headings in the NPPF. The extent to which the WOTG Neighbourhood Plan objectives and policies follow these NPPF policies is shown in Table 2, below.

NPPF sustainability policy	WOTG response in the Neighbourhood Plan
1 Building a strong, competitive economy	Our objective is to expand community services at the 'village centre' to support small businesses and sole traders. Parking in this area will be made more efficient.
2 Ensuring the vitality of town centres	N/A
3 Supporting a prosperous ruraleconomy	We aim to promote and publicise the historic buildings and landmarks of the village for tourists, as well as the footpath network for ramblers. Now that we have high speed broadband in the village, our objective is to increase the number of local businesses and support home working.
4 Promoting sustainable transport	<p>Developments of more than 10 dwellings will be expected to promote and improve low-carbon transport connectivity by contributing to improvements in the local footway/cycleway network.</p> <p>By engagement with the Oxfordshire County Council Highways Authority, our objective is to introduce speed reduction and traffic calming measures on the B430 and in the lanes branching off the B430.</p> <p>We are pleased to have the Sustrans National Cycle Route 51 running through the village.</p>
5 Supporting high quality communication infrastructure	We will monitor and, if there is sufficient demand, upgrade the broadband service to an ultra high-speed service.
6 Delivering a wide choice of high quality homes	<p>Feedback from the village consultation indicated a desire for a more balanced provision of housing throughout the Plan period. One site, which has already obtained outline planning permission, concentrates mainly on 4-bed market houses, although there is the minimum amount of affordable housing. This represents the first phase of housing development.</p> <p>Two other sites have been identified within walking distance of the village 'core' which, due to being in the Green Belt, cannot form part of the Neighbourhood Plan proposals. However, we would support any applications made for the development of small houses for retired and single people, as well as starter homes/ affordable housing for small families with children which have a connection with the village.</p>



<b>7</b> Requiring good design	<p>We will implement a Design Code that will cover the public realm, site layout, house form and materials. Our aim is to achieve good design within the village, without stifling innovation or originality.</p> <p>Any housing applications will be required to follow a Site Brief, including requirements for density, layout, massing, frontage and building line.</p>
<b>8</b> Promoting healthy communities	<p>We will encourage the greater use of the childrens' playground and playing field by seeking safer pedestrian access to them.</p> <p>A site is being sought for community allotments, which will not only provide healthy food but also contribute to a healthy lifestyle for villagers.</p> <p>We will conserve the potential grassland habitat known as the Schoolfield for limited passive recreation and selected green spaces will be designated as Local Green Spaces to protect them from development.</p> <p>In larger developments, we will consider using developer contributions to expand local care facilities.</p>
<b>9</b> Protecting Green Belt land	<p>We do not aim to alter the boundary of the Green Belt.</p>
<b>10</b> Meeting the challenge of climate change, flooding and coastal change	<p>A flood plain of category 2 and 3 runs North/South along the western boundary of the Neighbourhood Plan Area. There are no existing buildings in this plain, nor are there plans to allow new development within this zone.</p>
<b>11</b> Conserving and enhancing the natural environment	<p>We will conserve the rural character of the 'lanes' branching from the B430, maintain the wide grass verges and the 'open skies' feel on the east side of the B430. We will preserve the 'dark skies' by opposing street lighting throughout the village.</p> <p>The SSSI called Weston Fen (reference SP 526194) will be protected from development and will form part of a larger designation of green space that will enhance biodiversity and create new habitats for wildlife.</p> <p>We expect all new developments to result in a biodiversity net gain for the parish.</p>
<b>12</b> Conserving and enhancing the historic environment	<p>Our aim is to achieve good design in any development, while complementing the historical character of the village. We will expect developers to conserve and enhance the heritage assets, including the many listed buildings, when preparing their designs.</p>
<b>13</b> Facilitating the sustainable use of minerals	<p>No minerals are supplied from within the Neighbourhood Plan area.</p>

*Table 2 – Summary of WOTG responses to the NPPF policies*

## 4 Conforming to the strategic policies of the Local Plan

We confirm that the policies in our Neighbourhood Plan are compatible with the strategic policies of the Cherwell Local Plan. These policies are arranged under 4 Themes and the relationship with the Cherwell strategic policies are shown in Table 3.

Policy Ref.	WOTG Themes and policies	Relevant CDC policies
<b>Theme 1 – Village character and environment</b>		
E1	<p>Development should provide a positive contribution to the locally distinctive character of Weston-on-the Green and conserve the setting of the village, in particular;</p> <ul style="list-style-type: none"> <li>• Preserve existing and take every available opportunity to create new areas of open space to help retain the rural character and open areas of community benefit, including the preservation and enhancement of important views linking with the rural landscape;</li> <li>• Achieve a biodiversity net gain for the parish, including maintaining and expanding green spaces that extend habitat corridors that link designated sites to the north and south of the parish;</li> <li>• Implement a biodiversity measure for all development proposals;</li> <li>• Resist development outside the village 'confines' along the B430.</li> </ul>	ESD13
E2	<p>Development should preserve and enhance the green infrastructure and the natural environment of the area, in particular:</p> <ul style="list-style-type: none"> <li>• Provide new footpaths with landscaping to link existing rights of way or other green spaces;</li> <li>• Value, preserve, support and enhance green infrastructure within the parish, including open green space, wild green space, allotment space, habitats in or on structures;</li> <li>• Preserve hedgerows or create new ones;</li> <li>• Create a pond or preserve an existing one;</li> <li>• Plant trees characteristic to the local area to make a positive contribution to the local landscape;</li> <li>• Use native plants in landscaping to provide nectar and seed sources for wildlife;</li> <li>• Incorporate bird and bat boxes into the design of new buildings;</li> <li>• Keep exterior lighting levels low to encourage wildlife;</li> <li>• Use green roofs or walls to new or existing buildings where allowed;</li> <li>• Preserve and manage grassland habitats by careful cutting, grazing and monitoring visitor numbers.</li> </ul>	ESD10
E3	The distinctive wide grass verges between dwelling boundaries and the carriageway should be preserved and protected in the existing village landscape and the same pattern adopted in new developments.	ESD13
E4	Any lighting proposed should be designed to ensure that it does not cause visual intrusion, nor cause adverse effects due to light pollution.	ESD15
E5	The distinctive wide grass verges between dwelling boundaries and the carriageway should be preserved and protected in the existing village landscape and the same pattern adopted in new developments.	ESD13
E6	Sites designated as Local Green Spaces because of their significance to the character of the village should not be developed.	ESD13
E7	New development will not be permitted on land designated as Local Green Space except in very special circumstances. This policy applies to the four important open spaces designated as Local Green Spaces in policy E6 of this Plan. The effect of this policy is to provide Green Belt-equivalent protection from development in that any proposal must maintain the essential open character of the space and must, in any event, demonstrate the exceptional circumstances for its justification.	ESD13

**Theme 2 – Housing and land use**

H1	A development of 20 dwellings is supported on Site A (Southfield Farm) as shown on Figure 22 subject to compliance with other policies in this Plan (as planning approval has been granted, policy H2 does not apply).	BSC3
H2	New developments should contribute to the overall target of 30% 1-2 bedrooms; 40% 2-3 bedrooms; 25% 3-4 bedrooms and 5% 4-5 bedrooms	BSC4
H3	New development should place additional emphasis, in addition to the requirements outlined by the NPPF paragraphs 126-141 and especially paragraphs 132 and 139 on the conservation or enhancement of all heritage assets of the parish and ESD15 of the Local Plan such that housing type should be appropriate to the local setting e.g. terrace, detached, semi-detached, affordable, design for life, and relate in scale, massing and layout to neighbouring properties. The density of new housing should be consistent and compatible with the existing prevailing density of the locality in which new development is proposed.	ESD15
H4	All planning applications for development should provide specific detail to show compliance with the Design Code (Appendix A) and all other policies in this Neighbourhood Plan, including proper and full consultation with utility companies with specific regard to building over or close to existing public utility infrastructure.	ESD15
H5	Developments should provide safe and convenient access to village facilities for pedestrians, cyclists and users of mobility aids.	ESD17
H6	New housing should be: clearly designed for the needs of residents at or beyond the state pension age; adaptable for wheelchair access with ground level WC and shower where practicable.	ESD15
H7	New developments of 10 or more houses should have a corresponding impact on the health care resources available to support the expanded population. Developer contributions should be considered to enable local health facilities to expand and to support ancillary resources that offset the effects of rural isolation.	BSC8

**Theme 3 – Community and economy**

C1	Area B (The Schoolfield) will be preserved and managed as a grassland habitat with access for passive recreation commensurate with the maintenance of a lowland meadow. The area will be carefully managed to enhance natural grassland and wildlife diversity (see also policy E2).	BSC10
C2	Development proposals should not adversely affect facilities of community benefit. Developments that seek to enhance the facilities in the area bounded by the Church, the Memorial Village Hall and the village shop/post office, including the Memorial Village Hall itself, should not adversely affect the existing character of the area, nor reduce the parking provision for or associated with the Memorial Village Hall.	ESD15
C3	Developments that enhance the community educational facilities within the designated Plan area, including the safe access for all users, will be supported. Proposals that address the provision of children's nursery facilities will be supported.	BSC11
C4	All development must provide connectivity (virtual services such as broadband, telecoms) to the highest standard available at the time of proposal.	BSC9
C5	All developments should protect the character of the village centre, conserve and enhance its heritage assets and respect the importance of space, key street scenes and views such that: <ul style="list-style-type: none"> <li>a. Development that results in harm to the visual contribution of key views set out in this Plan and in Cherwell District Council's Weston-on-the-Green Conservation Area Appraisal (2009) shall not be permitted;</li> <li>b. Development shall show that the design will conserve key features of local and heritage character as described in Appendices A, F-H of this Plan and including: <ul style="list-style-type: none"> <li>i. views of high positive visual impact, particularly the Parish Church, the green and stocks, the Memorial roundabout at the village centre, the</li> </ul> </li> </ul>	ESD13 ESD15

Basic Conditions Statement	wide verges on North Lane and the B430, the Manor frontage; designated Local	12 August 2018
	<ul style="list-style-type: none"> <li>ii. Green Spaces;</li> <li>iii. the rural character engendered by all types of amenity and green spaces, particularly the playing field, the spinney, the ponds and the Schoolfield.</li> </ul>	
<b>Theme 4 – Transport, Highways, Footpaths/ways</b>		
T1	Parking areas and access routes related to new development should be designed in a manner in keeping with the local area with regard to scale, materials, splays and signage, be consistent with the stated Design Code and should not result in a net loss to biodiversity or green space.	ESD13
T2	Developments of 10 or more dwellings will be expected to promote and improve low-carbon transport connectivity by contributing to improvements in the local footway/cycleway network to facilitate safe and energy efficient means of transport around and beyond the village limits and enhance links with neighbouring parishes.	ESD17
T3	In so far as planning permission is required, any proposal to alter or extend an existing dwelling that would reduce the level of off-street parking provision will be resisted unless it can be demonstrated that the overall parking provision retained is satisfactory.	ESD15

## 5 Compliance with EU and other obligations

### **Sustainability Appraisal**

Cherwell District Council is preparing a Screening Opinion on behalf of Weston-on-the-Green.

### **Strategic Environmental Assessment (SEA)**

The Screening Opinion will confirm whether a Strategic Environmental Assessment (SEA) is necessary.

### **Habitats Regulations Assessment**

Weston-on-the-Green does not contain a European site for nature conservation and the nearest European site is Oxford Meadows approximately 10 miles from the Plan area. The Neighbourhood Plan will therefore not have an impact on the integrity of a European site. The Screening Opinion will include a Habitats Regulation Assessment.

### **Human Rights**

Our consultation has been widespread within the village, including all sections of the community, both residents and businesses and covering all issues of concern. There have been numerous opportunities and methods by which views have been expressed such that the human rights of neither Weston-on-the-green residents, nor other parties who may be affected by it, have been diminished.

### **Summary and conclusions**

This Basic Conditions Statement is submitted to accompany the Weston-on-the-Green Neighbourhood Plan as required under paragraph 15 (1)(d) of the Neighbourhood Planning (General) Regulations 2012.

**The Statement shows that the Weston-on-the-Green Neighbourhood Plan meets the basic conditions required and it is therefore concluded that the Neighbourhood Plan should progress to Referendum.**

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# Strategic Planning & the Economy

Paul Feehily  
Interim Executive Director for Place and Growth, Strategic Planning and the Economy



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NORTH OXFORDSHIRE

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Our Ref: WotG SEA HRA

11 October 2018

Dear Diane,

## **Weston on the Green Neighbourhood Plan (2018-2031) - Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) Screening**

Thank you for the early sighting of the Draft Submission Weston on the Green Neighbourhood Plan.

Draft neighbourhood plan proposals must be assessed to establish whether they are likely to have significant environmental effects. This process must include consultation with the environmental consultation bodies (Environment Agency, Historic England and Natural England).

Cherwell District Council officers undertook an SEA and HRA screening of the Weston on the Green Neighbourhood Plan in collaboration with a member of the Neighbourhood Plan Steering Group and consulted the three environmental consultation bodies to inform the Neighbourhood Plan SEA Screening Statement (May 2018). The Statement concluded it is unlikely that significant environmental effects will arise from the neighbourhood plan and considered that Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) are not required. The May 2018 screening statement is appended to this letter.

The Submission Neighbourhood Plan includes a number of changes resulting from further engagement with stakeholders which we have reviewed against the SEA and HRA Screening Statement finalised in May 2018.

Changes relevant to the screening process comprise:

- strengthening nature conservation/biodiversity sections of the plan (including some amendments to Policy C1);
- emphasis on preservation and enhancement of views linking to the rural landscape;
- improved referencing to conservation and enhancement of heritage assets (including amendments to Policy C5);
- clarification of thresholds for transport policy T2;

- cross referencing of relevant NPPF paragraphs and Local Plan policy ESD15 as part of housing policy H4 (previous policy H3); and
- a new housing policy H2.

The elements of change in the Neighbourhood Plan (other than new policy H2) comprise amendments strengthening the environmental content of the Plan resulting from stakeholder engagement and are unlikely to result on a different SEA Screening conclusion.

Although a new policy in most circumstances would result on a reassessment, new housing policy H2 reflects the requirements in adopted Cherwell Local Plan Policy Villages 1 (including references to 'typically but not exclusively for less than 10 dwellings' in adopted Local Plan paragraph C.254). The SEA Screening Statement undertaken previously addresses Policy Villages 1 and therefore the screening assessment has already been undertaken taking into consideration such policy provision.

It is considered that the SEA conclusion in the SEA Screening Statement May 2018 remains valid.

Since the preparation of the Neighbourhood Plan a recent judgement of the Court of Justice of the European Union (People over Wind, Peter Sweetman v Coillte Teoranta (Case C-323/17)) has resulted on changes to the approach in which HRA screenings are undertaken.

Cherwell District Council officers have taken into consideration this JEU judgement when reviewing the changes to the Neighbourhood Plan.

The Neighbourhood Plan does not contain avoidance or mitigation measures relating to the Oxford Meadows Special Area of Conservation (SAC), and as the level of growth resulting from the changes contained in the plan is in accordance with the adopted Cherwell Local Plan Policy Villages 1, it is considered that the original HRA screening conclusions remain valid. A more detailed account of this HRA specific matter is appended to this letter.

I hope you find useful our review of the SEA and HRA screening of the Neighbourhood Plan and this letter's confirmation of findings.

When you submit the Weston on the Green Neighbourhood Plan please make sure this letter accompanies your submission documents. This will ensure the three environmental bodies are aware of the amendments to the Neighbourhood Plan when they are consulted upon the plan's submission.

Yours sincerely,

*Maria Dopazo*

Maria Garcia Dopazo  
Principal Planning Policy Officer - Planning Policy and Growth Strategy

Enc.

**SEA Screening Statement May 2018**  
**HRA Screening Statement post JEU judgement April 2018 on HRA Stage 1 Screenings.**



# Draft Weston on the Green Neighbourhood Plan Strategic Environmental Assessment Screening Statement

May 2018

## The need for SEA and Habitats Regulation Assessment (HRA)

1. The Strategic Environmental Assessment (SEA) Directive (2001/42/EC) requires an environmental assessment to be made of certain plans or programmes. The SEA Directive has been transposed into UK law through the Environmental Assessment of Plans and Programmes Regulations 2004.
2. As part of the independent examination of the Neighbourhood Plan, the independent examiner will test whether the making of the Weston on the Green Neighbourhood Plan is compatible with European Union obligations, including the SEA Directive.
3. Government advice in Paragraphs 027 Reference ID: 11-027-20150209 and 028 Reference ID: 11-028-20150209 of the Planning Practice Guidance (PPG) makes clear that *“Draft Neighbourhood Plan proposals should be assessed to determine whether the plan is likely to have significant environmental effects”* through a screening process set out in Regulation 9 of the Environment Assessment of Plans and Programmes Regulations 2004. These include a requirement to consult the environmental assessment consultation bodies.
4. Following the screening, *“If likely significant effects are identified, an environmental report must be prepared in accordance with paragraphs (2) and (3) of Regulation 12 of the Environment Assessment of Plans and Programmes Regulations 2004”* (PPG, Paragraph 27 Reference ID: 11-027-20150209). If it is concluded that *“... the plan is unlikely to have significant environmental effects (and accordingly it does not require an environmental assessment), a statement of the determination should be prepared* (PPG, Paragraph 28 Reference ID: 11-028-20150209). A copy of the statement is then submitted for examination alongside the neighbourhood plan.

### *Habitats Regulation Assessment (HRA)*

5. The Conservation of Habitats and Species Regulations (2017) consolidate the 2010 regulations with subsequent amendments. The Regulations require a Habitats Regulations Assessment (HRA) of development plans (including Neighbourhood Development Plans). The HRA assesses the potential effects of a development plan on European Sites, including Special Protection Areas<sup>1</sup> (SPAs) and Special Areas of Conservation<sup>2</sup> SACs).
6. The Government also expects potential SPAs (pSPAs), candidate SACs (cSACs) and Ramsar sites<sup>3</sup> to be included within the assessment.

---

<sup>1</sup> SPAs are classified under the European Council Directive “on the conservation of wild birds” (79/409/EEC; ‘Birds Directive’) for the protection of wild birds and their habitats (including particularly rare and vulnerable species listed in Annex 1 of the Birds Directive, and migratory species);

<sup>2</sup> SACs are designated under the Habitats Directive and target particular habitats (Annex 1) and/or species (Annex II) identified as being of European importance

<sup>3</sup> Ramsar sites support internationally important wetland habitats and are listed under the Convention on Wetlands of International Importance especially as Waterfowl Habitat (Ramsar Convention, 1971)

## Purpose of the plan

7. The Weston on the Green Neighbourhood Plan proposes policies to guide development within Weston on the Green parish boundaries to 2031. The plan identifies the need for 38 new houses for the period 2017 to 2031 and proposes a site already with outline planning permission for 20 dwellings (13/01796/OUT) as part of Policy H1. The plan proposes to meet the identified need through policy H1 and address the remainder of the housing need through a 'non-identified' site subject to planning consent and meeting appropriate conditions or through windfall housing development. The plan also proposes Area B (the Schoolfield) to be preserved as grassland habitat with access for passive recreation commensurate with the maintenance of a low land meadow as part of Policy C1 and the designation of four Local Green Spaces (LGS) as part of Policy E6. **Appendices 1, 2 and 3** of this screening statement show the neighbourhood plan area, site A, Area B (the Schoolfield) and the proposed LGS designations.
8. The policies seek to respond to those local issues identified in the plan's baseline evidence and follow 4 themes:
  - Theme 1 – Village character and environment
  - Theme 2 – Housing and land use
  - Theme 3 – Community and economy
  - Theme 4 – Transport, Highways, Footpaths/ways
9. Once the plan is brought into legal force following agreement at a referendum, it will become part of the statutory development plan in Cherwell district and planning applications falling within the Neighbourhood Plan area (**Appendix 1**) will be determined in accordance with the development plan unless material considerations indicate otherwise.

## SEA Screening criteria and procedure

10. Weston on the Green Parish Council requested a SEA screening opinion of its neighbourhood plan and has worked with Cherwell District Council to provide information which would enable District Council officers to determine whether the draft neighbourhood plan will give rise to significant environmental effects and require an SEA.
11. An initial SEA Screening prepared in December 2017 for the Weston on the Green NP Draft version 16.10.17 indicated that *'given the localised nature of the neighbourhood plan and the extent of its proposals, it is unlikely that significant environmental effects will arise from the neighbourhood plan. However, the site proposed in the Draft Neighbourhood Plan (version 16.10.17) for community amenity space (site B) is identified as a possible NERC Act S41 grassland habitat some 300 metres south east of the Weston Fen SSSI'*.
12. The December 2017 SEA Screening concluded that it was *'not possible to assess the likely effect of the proposal for amenity uses in Site B without additional grassland survey information and therefore this SEA screening opinion is undetermined'* and recommended that prior to liaison with the 3 environmental sustainability consultation bodies the parish consider liaising with Thames Valley Environmental Records Centre (TVERC) to:
  - i. assess the likelihood that site B comprises NERC ACT S41 grass land habitats;
  - ii. understand the extent of the affected area;
  - iii. establish whether a grassland survey of the area is required to understand the site's potential for grass land habitats;
  - iv. if a survey is required, have regard to the survey results when preparing the proposed submission of the neighbourhood plan and updating this SEA screening opinion.

13. Since then, the Neighbourhood Plan Steering Group engaged with Thames Valley Environmental Records Centre and amended the Neighbourhood Plan to address the biodiversity matters identified in site B. Other aspects of the plan have also been amended in response to the Steering Group's engagement with other stakeholders.
14. The criteria for determining the significance of effects are listed in Schedule 1 Regulations (9 (2) (a) and 10 (4)(a)) of the Environmental Assessment of Plans and Programmes Regulations 2004 . They relate to 2 main areas:
  - the scope and influence of the document and
  - the type of impact and area likely to be affected
15. This screening assessment refers to the Weston on the Green Neighbourhood Plan version provided to Cherwell District Council on 16 February 2018. The assessment has been undertaken using the criteria in Schedule 1 of the Environmental Assessment of Plans and Programmes Regulations 2004 and it is contained in **Appendix 4** of this screening statement.
16. This assessment does not provide any views on the content of the plan. It focuses on the assessment of the plan's content as provided to Cherwell District Council (16.02.2018 Draft Plan version) against the SEA criteria.

### **HRA Screening**

17. The HRA Screening identifies the likely impact upon a European site of a project or plan, either alone or in combination with other projects or plans, and considers whether these impacts are likely to be significant.
18. There is one international site within Cherwell, the Oxford Meadows Special Area of Conservation. The site is located in the south-western corner of the district and is designated due to the low land hay meadow habitats it supports. There are four other international sites within 20 km of Cherwell's boundary: Cothill Fen SAC, Little Wittenham SAC, Aston Rowant SAC and Chiltern Beechwoods SAC.
19. Weston on the Green is located some 10 km north east of the Oxford Meadows Special Area of Conservation, a European designation for the purpose of the EC Habitats Directive 1992 and the Conservation of Habitats & Species Regulations 2017.
20. The Cherwell Local Plan Habitats Regulation Assessment: Stage 1 Screening (October 2014) notes that it is extremely unlikely that there will be any likely significant effect on Cothill Fen SAC, Little Wittenham SAC, Aston Rowant SAC and Chiltern Beechwoods SAC as a result of the Cherwell Local Plan 2011-2031 Part 1 .
21. The 2014 HRA Stage 1 Screening concluded that '*none of the 76 policies (or the proposals there in) present in the Cherwell District Council Submission Cherwell Local Plan incorporating Proposed Modifications (August 2014) will lead to likely significant effects on Oxford Meadows SAC, alone or in combination with other plans and projects*'.
22. A number of policies in the adopted Cherwell Local Plan may lead to development in the long term including the Villages policies which guide development in the rural areas. Policy Villages 1 indicates that proposals for development in Category A villages such as Weston on the Green will be considered suitable for minor development, infilling and conversions (only infilling and conversions in the Green Belt). The adopted Local Plan HRA Stage 1 Screening (2014) specifies that should planning applications arise as a result of these policies (policies without a quantum of development), '*all other policies within the Plan will be taken into account and used as the basis for decision making to determine the application*'.

*Therefore, any planning application would also have to take into account the possibility of likely significant effects on the qualifying features of the Oxford Meadow SAC resulting from the proposed works, through consideration of Policy ESD9 and ESD10 (which seek to safeguard and protect biodiversity and the natural environment). The Plan also commits to an HRA at the development control stage (as in accordance with the Protection and Enhancement of Biodiversity and the Natural Environment text supporting Policies ESD9 and ESD10). The HRA of any proposed development will have to prove that the work will not have any likely significant or adverse effects on the integrity Oxford Meadows SAC (or that effects can be adequately mitigated)'.*

23. The adopted Cherwell Local Plan 2011-2031 Part 1, its policies and Sustainability Appraisal (including SEA) and supporting HRA screening cover the Weston on the Green Neighbourhood Plan area. The policies in the neighbourhood plan need to be in conformity with the National Planning Policy Framework and in general conformity with the Cherwell Local Plan. It is considered that the degree of influence on future strategic policies will be limited.
24. Policies E1 to E6 (environment), policies C1 to C5 (community facilities) and policies T1 to T3 (transport) in the Draft Weston on the Green Neighbourhood Plan are intended to conserve or enhance the natural, built or historic environment, and enhancement measures will not be likely to have a negative effect on a European site.
25. Policies H2 to H7 address residential design and densities of proposals, housing meeting specific needs identified in the Neighbourhood Plan and developer contributions. These enhancement measures will not be likely to have a negative effect on a European site.
26. Policy H1 proposes a site already with outline planning permission for 20 dwellings (13/01796/OUT). Section 3.1 of the Neighbourhood Plan indicates that the remainder of the housing need identified in the Neighbourhood Plan (38 new houses) will be met through a 'non-identified' site subject to planning consent and meeting appropriate conditions or through windfall housing development.
27. Policy H1 and the Neighbourhood Plan's intention to deal with any windfall sites through the planning application process applying the Neighbourhood Plan policies is subject to the Cherwell adopted Local Plan HRA safeguards in Paragraph 23 above. Policy H1 already has a planning permission and any windfall site coming through the planning application process will be subject to Cherwell's adopted Local Plan policies ESD9 and ESD10. Proposals will need to prove that the work will not have any likely significant or adverse effects on the integrity Oxford Meadows SAC (or that effects can be adequately mitigated).

## **Consultation**

28. Under Regulation 9 of the SEA Regulations, the Council consulted Natural England, Historic England and Environment Agency on the SEA screening determination between 02 March 2018 and 24 April 2018. Natural England and Historic England agreed that an SEA is not required for the Draft Weston on the Green Neighbourhood Plan (16.02.18).
29. In their response, the Environment Agency noted that due to limited resources their priority is *'influencing plans where the environmental risks and opportunities are highest'*. *'For the purposes of neighbourhood planning, we have assessed those authorities who have "up to date" local plans...as being of lower risk. At this time, therefore, we are unable to make any detailed input on neighbourhood plans being prepared within this local authority area'*.

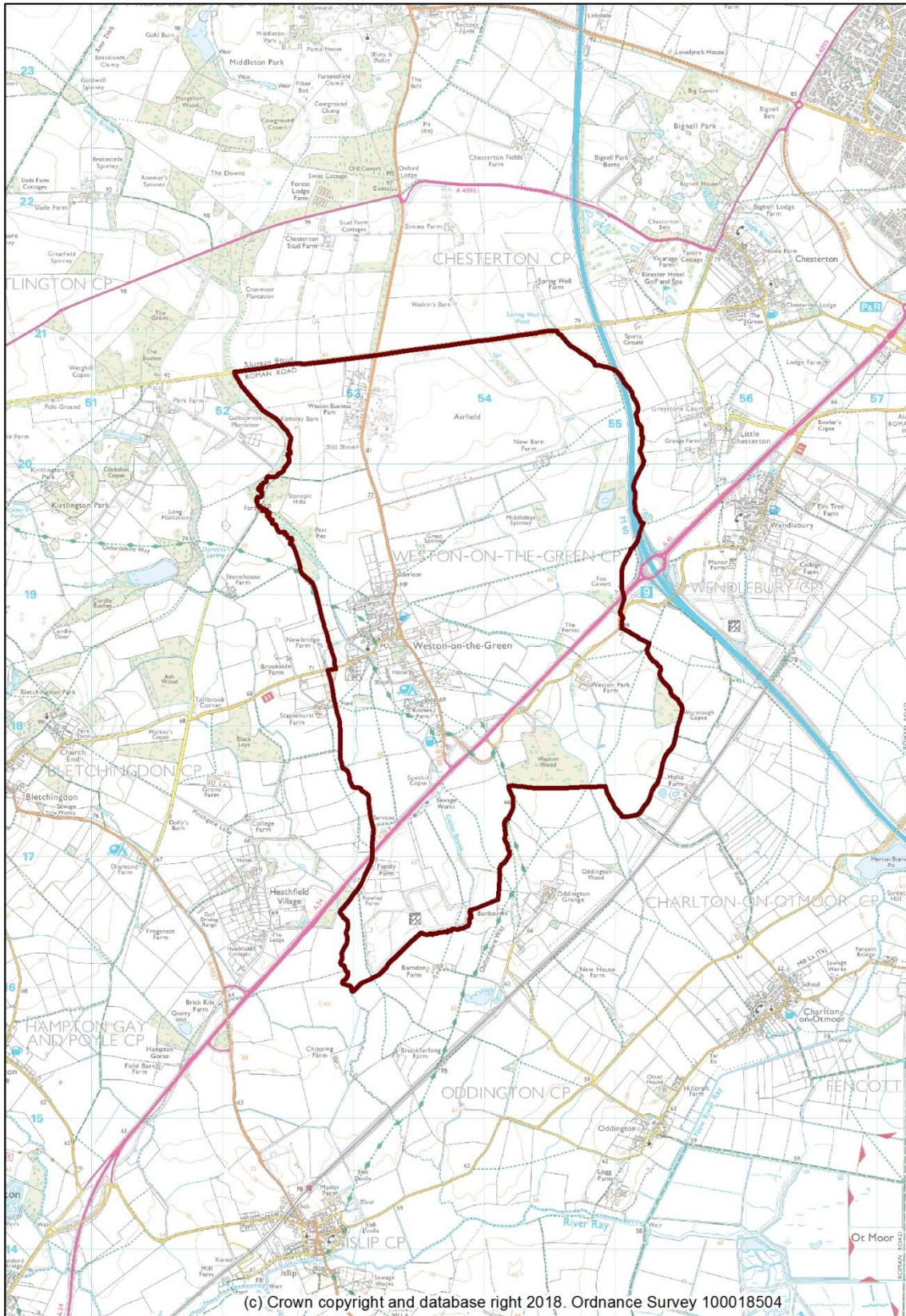
30. Historic England made specific reference to development proposals being also considered against Policy ESD15 of the adopted Cherwell Local Plan 2011-2031 which provides specific protection for heritage assets. Historic England noted that although they '*...would like to see a specific policy in the Neighbourhood Plan for the conservation and enhancement of heritage assets of the Plan area...*' they are satisfied that '*...an adequate policy framework for the consideration of development proposals that might affect the historic environment already exists, and that sufficient protection is therefore provided from harmful development for heritage assets, commensurate with the National Planning Policy Framework*'. The conclusion of this SEA statement (Paragraph 40) addresses Historic England's comment by referring to the safeguards in Cherwell's adopted Local Plan alongside the Neighbourhood Plan.
31. The responses received from the three consultation bodies are presented in **Appendix 5**.

## **Conclusion**

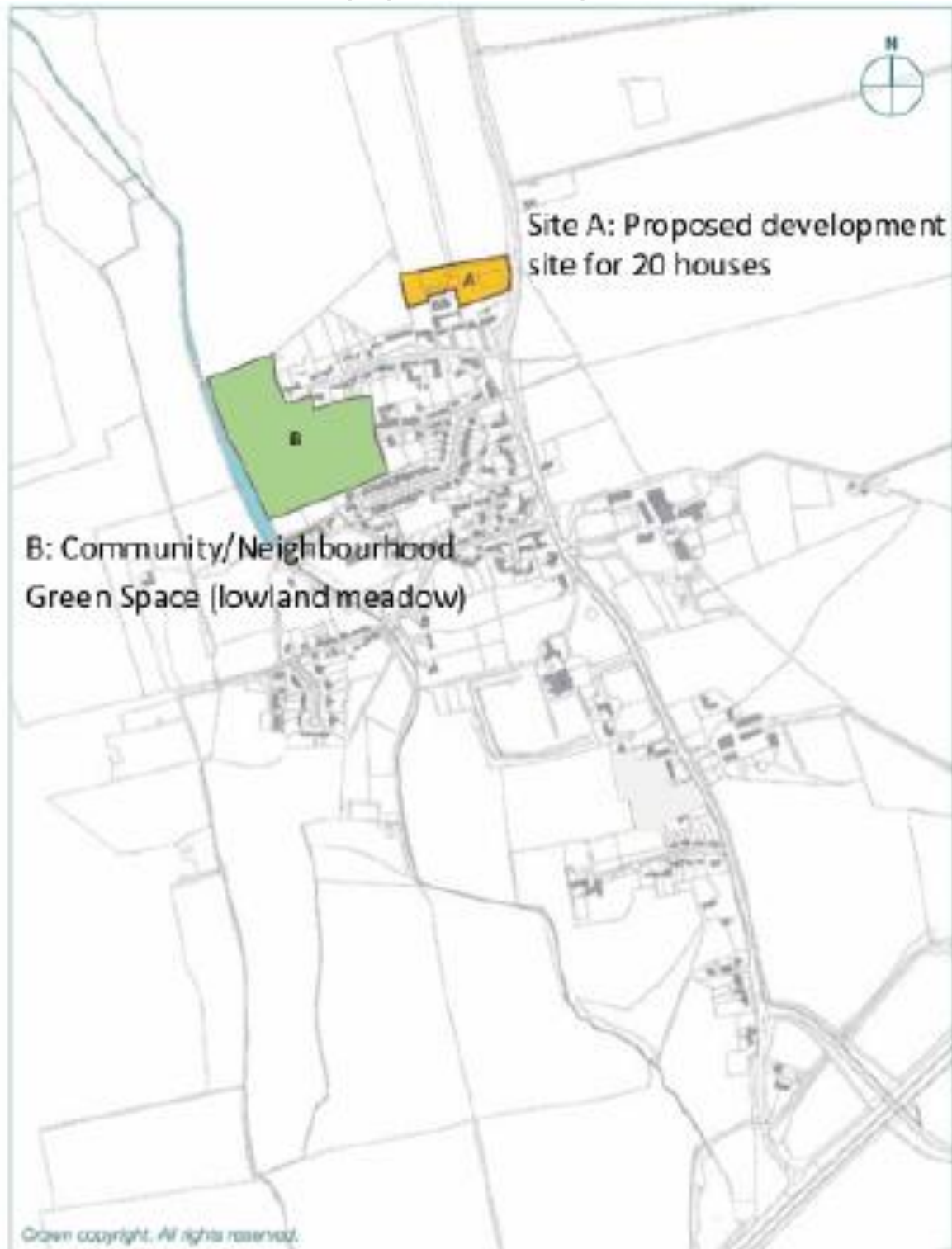
32. Weston on the Green Neighbourhood Plan Steering Group have evidenced how the plan making process has considered relevant environmental, social and economic matters in chapters 2 and 3 of the neighbourhood plan as well as in appendices C, D, F, G and H concerning historical context, social and economic profile, landscape setting, green spaces and village form.
33. The neighbourhood plan supports a residential proposal (Site A) already with outline planning permission (13/01796/OUT) for 20 dwellings, proposes Area B (the Schoolfield) to be preserved as grassland habitat with access for passive recreation commensurate with the maintenance of a lowland meadow and designates four local green spaces.
34. Weston on the Green is located some 10 km north east of the Oxford Meadows Special Area of Conservation.
35. Part of Kirtlington and Bletchington Parks and Woods Conservation Target Area (CTA) and the entire Weston Fen Site of Special Scientific Interest (SSSI) fall within the parish boundary.
36. The neighbourhood Plan (Area B, the Schoolfield) is located to the west of the village's built-up area. A footpath and footbridge link Area B (the Schoolfield) to the Kirtlington and Bletchington Parks and Woods CTA and Weston Fen SSSI some 300 metres to the north-west of the site.
37. Area B (the Schoolfield) is identified in Cherwell District Council GIS as a possible NERC Act S41 grassland habitat some 300 metres south east of the Weston Fen SSSI. Policy C1 proposals for grass land habitat with access for passive recreation commensurate with the maintenance of a lowland meadow and the plan's commitment to a management plan for Area B, in line with the principles in Natural England's Low Land Grassland Management Handbook are likely to address the potential habitat sensitivity of Area B.
38. The NP is limited geographically to the parish boundaries (and its policies complement policies in the adopted Cherwell Local Plan Part 1 (July 2015) rather than address new environmental considerations other than Area B (the Schoolfield) proposals and the proposals for local green spaces within the context of NPPF paragraphs 76, 77 and 78 and Policy H1 supports a proposal already with outline planning permission.

39. Environmental, community facilities and transport policies in the NP are likely to have a positive effect on the environment and human health for the parish area. Policy C1 and its associated brief and environmental statement seek to preserve Area B (the Schoolfield) and its role as part of a wider biodiversity corridor linking important neighbouring nature conservation sites including SSSIs and CTAs located in neighbouring parish areas. This is likely to have a positive biodiversity effect across neighbouring parish boundaries.
40. Given the localised nature of the neighbourhood plan, the extent of its proposals, and the safeguards in the adopted Cherwell Local Plan Part 1 (2011-2031), it is unlikely that significant environmental effects will arise from the neighbourhood plan. It is considered that Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) are not required.

# Appendix 1 Weston on the Green Neighbourhood Plan Area



**Appendix 2**  
**Weston on the Green Neighbourhood Plan**  
**Site A proposed for development and Area B, the Schoolfield**



*Figure 21: Site A proposed in this Plan (see policy H1) and Area B, the Schoolfield (see policy C1)*



Weston on the Green Neighbourhood Plan  
Important green spaces and designated Local Green Spaces



Figure 15: Important green spaces (e-h) and new designated Local Green Spaces in this Neighbourhood Plan (I-IV): A full appraisal is given in Appendix G (Crown copyright. All rights reserved)

## Appendix 4

### SEA screening Draft Plan 16.02.18

<b>SEA Directive Criteria Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004</b>	<b>Summary of significant effects Scope and influence of the document</b>	Is the Plan likely to have a significant environmental effect? Y/N
1. Characteristics of the neighbourhood plan having particular regard to:		
(a) The degree to which the Plan sets out a framework for projects and other activities, either with regard to the location, nature, size or operating conditions or by allocating resources.	<p>If the plan is brought into legal force it will become part of the statutory development plan in Cherwell.</p> <p>The neighbourhood plan (NP) is prepared for land use purposes and covers the Weston of the Green parish area.</p> <p>The NP supports a residential proposal for 20 dwellings already with outline planning permission (13/01796/OUT) as part of Policy H1, a new area (Area B, the Schoolfield) to be preserved as grassland habitat with access for passive recreation as part of Policy C1 and proposes the designation of 4 Local Green Spaces (LGS) as part of Policy E6 (mapped in Figure 15)</p> <p>The type of projects and or activities which the neighbourhood plan may set will be at parish level with limited resource implications.</p>	<b>N</b>
(b) The degree to which the Plan influences other plans and programmes including those in a hierarchy.	Cherwell Local Plan 2011-2031 Part 1, its policies and Sustainability Appraisal (including SEA) cover the Neighbourhood Plan area. The policies in the neighbourhood plan need to be in conformity with the National Planning Policy Framework and in general conformity with the Cherwell Local Plan. The degree of influence on future strategic policies will be limited.	<b>N</b>
(c) The relevance of the Plan for the integration of environmental considerations in particular with a view to promoting sustainable development.	<p>The neighbourhood plan proposes policies to address local issues identified in the plan's baseline evidence (NP sections 2 and 3 and appendices C, D, F, G and H concerning historical context, social and economic profile, landscape setting, open spaces and village form).</p> <p>The policies cover four main themes:</p> <ul style="list-style-type: none"> <li>• Village character and environment</li> <li>• Housing and land use</li> </ul>	<b>N</b>

SEA Directive Criteria Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects Scope and influence of the document	Is the Plan likely to have a significant environmental effect? Y/N
	<ul style="list-style-type: none"> <li>• Community and economy</li> <li>• Transport, Highways, Footpaths/ways</li> </ul> <p>The policies are intended to protect and enhance the natural and historic environment and address specific local issues. The NP supports a residential proposal for 20 dwellings already with outline planning permission (13/01796/OUT) as part of Policy H1, a new area (Area B, the Schoolfield) to be preserved as grassland habitat with access for passive recreation as part of Policy C1 and the designation of 4 Local Green Spaces.</p> <p>The NP is limited geographically to the parish boundaries and its policies complement policies in the adopted Cherwell Local Plan Part 1 (July 2015) rather than address new environmental considerations other than the proposals for local green spaces within the context of NPPF paragraphs 76, 77 and 78.</p>	
(d) Environmental problems relevant to the Plan.	<p>Section 2.4 of the NP identifies issues in relation to shortage of public space and the importance of preserving open spaces in the village from inappropriate development or use for parking. Section 2.4 of the NP notes Policy ESD10 of the adopted Cherwell Local Plan (July 2015) and highlights that areas adjacent to designated (biodiversity) sites can form part of the overall ecological unit and may provide important linkages.</p> <p>The NP identifies Area B (the Schoolfield), in Policy C1 to be 'preserved as grassland habitat with access for passive recreation commensurate with the maintenance of a lowland meadow'.</p> <p>Policy C1 indicates that Area B (the Schoolfield) will be <i>'carefully managed to enhance the natural grassland and wildlife biodiversity'</i> and cross-refers the NP Policy E2 which seeks development to preserve and enhance green infrastructure and the natural environment. Policy C1 commits to a management plan for Area B (the</p>	<b>N</b>

SEA Directive Criteria Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects Scope and influence of the document	Is the Plan likely to have a significant environmental effect? Y/N
	<p>Schoolfield) to be drawn up in consultation with the Parish Council in line with the principles in Natural England's Lowland Grassland Habitat Handbook.</p> <p>Area B (the Schoolfield) is located to the west of the village's built-up area and within the designated conservation area. It is accessible via footpaths from Mill Lane, Westlands Avenue and North Lane. Gallos Brook forms the western boundary of the site. A footpath and footbridge link site B to the Kirtlington and Bletchington Parks and Woods CTA and Weston Fen SSSI some 300 metres to the north west of the site.</p> <p>Cherwell District Council's GIS layers indicate Area B (the Schoolfield) is a possible NERC Act S41 grassland habitat.</p> <p>Weston on the Green Conservation Area Appraisal (2009) Paragraph 9.9 notes <i>'The level of traffic, especially at peak hours and when drivers use the B430 to avoid the congestion on the M40 at junctions 9 and 10, undoubtedly has an adverse effect on the character and appearance of what is essentially still an otherwise tranquil rural village.'</i></p> <p>Appendix D of the NP notes a survey undertaken in April 2016 recorded 6,500 vehicles per day using the B430 (primary access to the village) including 200 lorries and HGVs. The NP includes transport objectives and policies encouraging sustainable transport and address parking issues.</p> <p>Appendix F of the NP presents a brief and an environmental statement for Area B (the Schoolfield). It considers Area B, to be part of a biodiversity corridor linking important habitats to the north/northwest of the site (Weston Fen SSSI, Kirtlington and Bletchington Parks and Woods CTA) with others to the south/south east (Weston Wood and Otmoor CTA and Wendelbury Meads and Mansmoor Closes SSSIs).</p>	

SEA Directive Criteria Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects Scope and influence of the document	Is the Plan likely to have a significant environmental effect? Y/N
	<p>The neighbourhood plan supports a residential proposal for 20 dwellings already with outline planning permission (13/01796/OUT) as part of Policy H1, and a proposal in Policy C1 intending to secure Area B (the Schoolfield) for passive recreation commensurate with the potential habitat sensitivities of the area (possible NERC Act S41 grassland habitat), and the designation of 4 Local Green Spaces as part of Policy E6.</p> <p>Given the localised nature of the plan it is unlikely that significant environmental effects will arise. The proposals in policy C1 respond sympathetically to the potential biodiversity sensitivity of Area B (the Schoolfield) and intends to preserve the area's role as part of a wider biodiversity corridor linking important neighbouring nature conservation sites including SSSIs and CTAs and therefore the effect of the NP against this criterion is likely to be positive.</p>	
(e) The relevance of the Plan for the implementation of Community legislation on the environment (for example plans and programmes related to waste management or water protection).	These are not directly relevant to the neighbourhood plan although the plan has been prepared in consultation with relevant organisations which would have to take into account of such legislation in the preparation of their own plans or programmes.	<b>N</b>
<b>2. Characteristics of the effects and area likely to be affected having particular regard to:</b>		
(a) The probability, duration, frequency and reversibility of the effects.	<p>The neighbourhood plan supports a residential proposal for 20 dwellings already with outline planning permission (13/01796/OUT) as part of Policy H1, an area to be 'preserved as grassland habitat with access for passive recreation as part of Policy C1, and the designation of 4 Local Green Spaces as part of Policy E6.</p> <p>Given the localised nature of the plan it is unlikely that significant environmental effects will arise. The proposals in policy C1 respond sympathetically to the potential biodiversity sensitivity of Area B (the Schoolfield) and intends to preserve the area's role as part of a wider biodiversity corridor linking important neighbouring nature conservation sites including SSSIs</p>	<b>N</b>

SEA Directive Criteria Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects Scope and influence of the document	Is the Plan likely to have a significant environmental effect? Y/N
	and CTAs and therefore the effect of the NP against this criterion is likely to be positive.	
(b)The cumulative nature of the effects of the Plan.	The policies in the neighbourhood plan are expected to help the implementation at the local level of environmental policies in the adopted Cherwell Local Plan and potentially the NPPF green space principles in paragraphs 76, 77 and 78.	<b>N</b>
(c)The trans boundary nature of the effects of the Plan.	The administrative area of the neighbourhood plan is that of the parish boundaries with no known significant effect on other parishes or on districts outside Cherwell. Other than Policy C1 and its associated brief and environmental statement which seek the preservation of Area B (the Schoolfield) and its role as part of a wider biodiversity corridor linking important neighbouring nature conservation sites including SSSIs and CTAs located in neighbouring parish areas. This is likely to have a positive effect across Parishes boundaries.	<b>N</b>
(d)The risks to human health or the environment (e.g. due to accident).	<p>The neighbourhood plan policies seek to address locally identified issues and support a residential proposal for 20 dwellings already with outline planning permission (13/01796/OUT) as part of Policy H1, an area to be 'preserved as grassland habitat with access for passive recreation as part of Policy C1, and the designation of 4 Local Green Spaces as part of Policy E6.</p> <p>There are no known risks to human health risk as a result of the plan and its measures regarding transport, housing and green space could result on positive effects on human health. Given the localised nature of the plan it is unlikely that significant environmental effects will arise. The proposals in policy C1 respond sympathetically to the potential biodiversity sensitivity of Area B (the Schoolfield) and intends to preserve the area's role as part of a wider biodiversity corridor linking important neighbouring nature conservation sites including SSSIs and CTAs and therefore the effect of the NP against this criterion is likely to be positive.</p>	<b>N</b>

SEA Directive Criteria Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects Scope and influence of the document	Is the Plan likely to have a significant environmental effect? Y/N
(e)The magnitude and spatial extent of the effects (geographic area and size of the population likely to be affected) by the Plan.	The plan covers the area of the parish of Weston on the Green with a population of 523 people according to the Census 2011.	<b>N</b>
(f)The value and vulnerability of the area likely to be affected by the Plan due to: <ul style="list-style-type: none"> <li>• Special natural characteristics or cultural heritage</li> <li>• Exceeded environmental quality standards or limit values</li> <li>• Intensive land use.</li> </ul>	<p>Section 2 of the neighbourhood plan shows Weston on the Green Conservation Area, identifies historic features and maps listed structures.</p> <p>Kirtlington Park located c. 1km west of the parish boundary is a Registered Historic Park and Garden.</p> <p>Otley Grange SAM lies immediately adjacent the parish's southern boundary.</p> <p>The NP provides a context to the village's pattern of development and shows in Figures 9 and 10 a summary of street pattern characteristics and views.</p> <p>In Appendix C (Historical context for the village) the NP notes that <i>'Certain areas of the village have remained undeveloped and are now valued as important open and green spaces: Wetland areas around North Lane, Gallowsbrook and the Millpond, the ridge and furrow field near the of School (the Schoolfield), the Manor moat, and areas to the west of Knowle Lane'</i>.</p> <p>In Section 2.4 the NP explains the parish's landscape setting and local green spaces. The NP indicates Area B (the Schoolfield) <i>'forms a link between existing preserved areas of rich biodiversity in the parish, including Weston Fen SSSI, the ancient woodland Weston Wood and the Conservation target areas of Otmoor and Kirtlington and Bletchingdon Park and Woods'</i>. It indicates that <i>'this will be protected as ancient lowland meadow'</i> under Policy C1.</p> <p>Section 2.4 of the NP identifies Area B (the Schoolfield) as a <i>'priority habitat'</i>. Cherwell District Council GIS records identify Area B as a possible NERC Act S41 grassland habitat. If the 'possible' status of Area B has changed to a confirmed priority habitat</p>	<b>N</b>

SEA Directive Criteria Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects Scope and influence of the document	Is the Plan likely to have a significant environmental effect? Y/N
	<p>during the Neighbourhood Plan Steering Group further work on the NP, this has not been made clear in the NP.</p> <p>Appendix G of the NP contains an assessment of landscape setting and important internal Green Spaces within the village which informs the proposed designation of 4 Local Green Spaces as part of Policy E6.</p> <p>The NP policies seek to address the protection and enhancement of identified historic and landscape features through policies such as E1 on locally distinctive character, E2 on preserving and enhancing GI and the natural environment, E3 to E5 on previously development land, residential gardens, lighting visual intrusion and grass verges, and E6 on designated local green spaces.</p> <p>The neighbourhood plan is unlikely to result in intensive land use or exceed environmental quality standards.</p>	
(g)The effects of the Plan on areas or landscapes which have recognised national Community or international protected status.	<p>Weston on the Green is located some 10 km north east of the Oxford Meadows Special Area of Conservation, a European designation for the purpose of the EC Habitats Directive 1992 and the Conservation of Habitats &amp; Species Regulations 2017.</p> <p>Part of Kirtlington and Bletchington Parks and Woods CTA and the entire Weston Fen SSSI fall within the parish boundary.</p> <p>Otmoor CTA and Otley Grange SAM are located immediately adjacent the parish's southern boundary.</p> <p>The Wendlebury Meads and Mansmoor Closes SSSI some 600 metres south east of the parish boundary overlaps with the Otmoor CTA.</p> <p>There are no Areas of Outstanding Natural Beauty affected by the neighbourhood plan.</p>	<b>N</b>



SEA Directive Criteria Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects Scope and influence of the document	Is the Plan likely to have a significant environmental effect? Y/N
	<p>The adopted Cherwell Local Plan 2011-2031 Part 1, its policies and Sustainability Appraisal (including SEA) and supporting HRA screening cover the Weston on the Green Neighbourhood Plan area. The policies in the neighbourhood plan need to be in conformity with the National Planning Policy Framework and in general conformity with the Cherwell Local Plan. It is considered that the degree of influence on future strategic policies will be limited.</p> <p>A number of policies in the adopted Cherwell Local Plan may lead to development in the long term including the Villages policies which guide development in the rural areas. Policy Villages 1 indicates that proposals for development in Category A villages such as Weston on the Green will be considered suitable for minor development, infilling and conversions (only infilling and conversions in the Green Belt). The adopted Local Plan HRA Stage 1 Screening (2014) specifies that should planning applications arise as a result of these policies (policies without a quantum of development), <i>'all other policies within the Plan will be taken into account and used as the basis for decision making to determine the application. Therefore, any planning application would also have to take into account the possibility of likely significant effects on the qualifying features of the Oxford Meadow SAC resulting from the proposed works, through consideration of Policy ESD9 and ESD10 (which seek to safeguard and protect biodiversity and the natural environment). The Plan also commits to an HRA at the development control stage (as in accordance with the Protection and Enhancement of Biodiversity and the Natural Environment text supporting Policies ESD9 and ESD10). The HRA of any proposed development will have to prove that the work will not have any likely significant or adverse effects on the integrity Oxford Meadows SAC (or that effects can be adequately mitigated)'</i>.</p>	

SEA Directive Criteria Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects Scope and influence of the document	Is the Plan likely to have a significant environmental effect? Y/N
	<p>Policies E1 to E6 (environment), policies C1 to C5 (community facilities) and policies T1 to T3 (transport) in the Draft Weston on the Green Neighbourhood Plan are intended to conserve or enhance the natural, built or historic environment, and enhancement measures will not be likely to have a negative effect on a European site.</p> <p>Policies H2 to H7 address residential design and densities of proposals, housing meeting specific needs identified in the Neighbourhood Plan and developer contributions. These enhancement measures will not be likely to have a negative effect on a European site.</p> <p>Policy H1 proposes a site already with outline planning permission for 20 dwellings (13/01796/OUT). Section 3.1 of the Neighbourhood Plan indicates that the remainder of the housing need identified in the Neighbourhood Plan (38 new houses) will be met through a 'non-identified' site subject to planning consent and meeting appropriate conditions or through windfall housing development.</p> <p>Policy H1 and the Neighbourhood Plan's intention to deal with any windfall sites through the planning application process applying the Neighbourhood Plan policies are subject to the Cherwell adopted Local Plan HRA safeguards (above). Policy H1 already has a planning permission and any windfall site coming through the planning application process will be subject to Cherwell's adopted Local Plan policies ESD9 and ESD10. Proposals will need to prove that the work will not have any likely significant or adverse effects on the integrity Oxford Meadows SAC (or that effects can be adequately mitigated).</p> <p>Area B (the Schoolfield) is identified in Cherwell District Council GIS as a possible NERC Act S41 grassland habitat some 300 metres south east of the Weston Fen SSSI.</p>	

<b>SEA Directive Criteria Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004</b>	<b>Summary of significant effects Scope and influence of the document</b>	Is the Plan likely to have a significant environmental effect? Y/N
	<p>Policy C1 proposals for grass land habitat with access for passive recreation commensurate with the maintenance of a lowland meadow and the plan's commitment to a management plan for Area B, in line with the principles in Natural England's Low Land Grassland Management Handbook are likely to address the potential habitat sensitivity of Area B.</p> <p>Environmental, community facilities and transport policies in the NP are likely to have a positive effect on the environment and human health. Given the localised nature of the plan it is unlikely that significant environmental effects will arise.</p>	

<b>Name of officer producing the screening opinion</b>	Maria Garcia Dopazo Principal Planning Policy Officer Place and Growth Directorate Cherwell and South Northamptonshire Councils
<b>Date of assessment</b>	23 February 2018
<b>Person requesting Screening Opinion</b>	Mike Finbow Member of Weston on the Green Neighbourhood Plan Steering Group
<b>Conclusion of assessment</b>	No SEA is required No HRA is required
<b>Name of officer approving the Screening Statement</b>	Adrian Colwell  Executive Director for Place and Growth Cherwell and South Northamptonshire Councils
<b>Date of approval</b>	04 May 2018

**Appendix 5**  
**Environmental Sustainability Consultation responses**

<b>Environmental Sustainability Consultation Body</b>	<b>Consulted on:</b>	<b>Response received on:</b>
Environment Agency	02 March 2018	06 March 2018
Historic England	02 March 2018	25 March 2018
Natural England	02 March 2018	24 April 2018

## Maria Dopazo

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**From:** [REDACTED]  
**Sent:** 06 March 2018 14:25  
**To:** Maria Dopazo  
**Subject:** RE: SEA/HRA Draft Weston on the Green Neighbourhood Plan (1 of 2)

Dear Ms Maria Garcia Dopazo,

Thank you for consulting the Environment Agency on your SEA screening opinion for Weston on the Green, Draft Neighbourhood Plan.

We regret that at present, the Thames Area Sustainable Places team is unable to review this consultation. This is due to resourcing issues within the team, a high development management workload and an increasing volume of neighbourhood planning consultations. We have had to prioritise our limited resource, and must focus on influencing plans where the environmental risks and opportunities are highest. For the purposes of neighbourhood planning, we have assessed those authorities who have "up to date" local plans (plans adopted since 2012, or which have been confirmed as being compliant with the National Planning Policy Framework) as being of lower risk. At this time, therefore, we are unable to make any detailed input on neighbourhood plans being prepared within this local authority area.

However, together with Natural England, English Heritage and Forestry Commission, we have published joint guidance on neighbourhood planning, which sets out sources of environmental information and ideas on incorporating the environment into plans. This is available at:

[http://webarchive.nationalarchives.gov.uk/20140328084622/http://cdn.environment-agency.gov.uk/LIT\\_6524\\_7da381.pdf](http://webarchive.nationalarchives.gov.uk/20140328084622/http://cdn.environment-agency.gov.uk/LIT_6524_7da381.pdf)

Kind Regards

Thames Sustainable Places Team

**Environment Agency** | [REDACTED]  
[REDACTED]

*Speak to us early about environmental issues and opportunities* - We can provide a free pre-application advice note or for more detailed advice / meetings / reviews we can provide a project manager to coordinate specialist advice / meetings which costs £84 per hour. For more information email us at [REDACTED]



Creating a better place  
for people and wildlife



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**From:** Maria Dopazo [REDACTED]  
**Sent:** 02 March 2018 09:41  
**To:** [REDACTED]  
**Cc:** [REDACTED]

**Subject:** SEA/HRA Draft Weston on the Green Neighbourhood Plan (1 of 2)

Please find attached a SEA and HRA Screening opinion for your consideration. It relates to Weston on the Green Draft Neighborhood Plan. This e-mail has the Draft Plan and Screening Opinion attached but the appendices are sent on a separate e-mail due to their size.

Do not hesitate to contact me, if you need any clarifications or further information.

Maria Garcia Dopazo



Maria Garcia Dopazo  
Principal Planning Policy Officer  
Planning Policy & Growth Strategy  
Place & Growth Directorate  
Cherwell and South Northamptonshire Councils  
Bodicote House  
Bodicote  
Banbury, OX15 4AA.

Our ref: HD/P5352/  
Your ref:

Fax

25<sup>th</sup> March 2018

Dear Maria,

### **Weston-on-the-Green Neighbourhood Plan SEA Screening**

Thank you for your e-mails of 15<sup>th</sup> March seeking the opinion of Historic England on whether or not the Weston-on-the-Green Neighbourhood Plan would be likely to have significant environmental effects and therefore whether or not it should be subject to strategic environmental assessment.

Weston-on-the-Green has a rich historic environment, with 33 listed buildings, a conservation area and potential archaeological interest. There is, therefore, potential for new development to have significant effects on the significance of heritage assets within the village, depending, of course, on where that development takes place.

We note that the Plan identifies a need within the parish for 38 new dwellings during the Plan period but only allocates one site for development, for 20 dwellings. This site is adjacent to the Conservation Area and therefore has potential impacts on the special interest, character and appearance of the Area, or views into or out of the Area, that Policy C5 of the Plan seeks to protect. However, we understand that this site already has outline planning permission so we trust that these issues will have already been considered.

The remaining 18 dwellings are to be met through an as yet unidentified site or sites. The Plan contains a number of policies that set out criteria that any new development should meet in order to be permitted. However, we note that none of these policies seek to conserve or enhance the heritage assets of the parish, with the exception of Policy C5, which only relates, as regards heritage assets, to views identified in the conservation area appraisal.

The Neighbourhood Plan therefore provides no specific protection to listed buildings or archaeological remains (and consequently we do not entirely agree with the statement in paragraph 25 of the Council's draft Screening Opinion regarding the Draft Plan having policies intended to conserve or enhance the historic environment).



Consequently, considering the Neighbourhood Plan in isolation, it does not appear to limit the number of new houses that may be developed during the Plan period, it provides only a limited indication of where new development should not take place, and it does not provide any specific protection for listed buildings or archaeological remains and only very limited protection for the special interest, character and appearance of the conservation area.

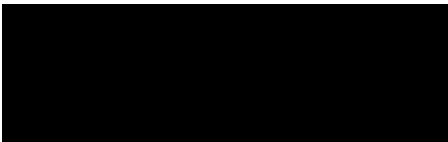
However, development proposals will also need to be considered against Policy ESD15 of the adopted Cherwell Local Plan 2011-2031, which does provide specific protection from development that would harm any heritage asset. Therefore, whilst we would like to see a specific policy in the Neighbourhood Plan for the conservation and enhancement of the heritage assets of the Plan area, we are satisfied that an adequate policy framework for the consideration of development proposals that might affect the historic environment already exists, and that sufficient protection is therefore provided from harmful development for heritage assets, commensurate with the National Planning Policy Framework.

We therefore agree with the Council's conclusion that Strategic Environmental Assessment of the Weston-on-the-Green Neighbourhood Plan is **not required**, although because adequate safeguards for the historic environment already exist, not because "*Given the localised nature of the neighbourhood plan and the extent of its proposals, it is unlikely that significant environmental effects will arise from the neighbourhood plan*" as concluded by the Council.

We hope these comments are helpful. Please contact me if you have any queries.

Thank you again for consulting Historic England.

Kind regards,



Martin Small  
Principal Adviser, Historic Environment Planning  
(Bucks, Oxon, Berks, Hampshire, IoW, South Downs National Park and Chichester)



Date: 24 April 2018  
Our ref: 244262



Cherwell District Council

**BY EMAIL ONLY**



Dear Sir or Madam

### **Planning Consultation: Weston On The Green Neighbourhood Plan SEA Screening**

Thank you for your consultation on the above dated 16 April 2018.

Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development.

Natural England is a statutory consultee in neighbourhood planning and must be consulted on draft neighbourhood development plans by the Parish/Town Councils or Neighbourhood Forums where our interests would be affected by the proposals made.

In our review of the Weston On The Green Neighbourhood Plan SEA screening we note that;

- there are designated sites or protected landscapes within the impacts zones of the Neighbourhood Plan area, however, the Plan does not allocate any additional sites for development.

As a result we agree with the assessment that the Neighbourhood Plan does not require an SEA.

However, we would like to draw your attention to the requirement to conserve biodiversity and provide a net gain in biodiversity through planning policy (Section 40 of the Natural Environment and Rural Communities Act 2006 and section 109 of the National Planning Policy Framework). Please ensure that any development policy in your plan includes wording to ensure "all development results in a biodiversity net gain for the parish.

The recently produced [Neighbourhood Plan for Benson](#), in South Oxfordshire provides an excellent example. Although the Plan has not been to referendum yet, we are of the opinion that the policy wording around the Environment, Green Space and Biodiversity is exemplar. We would recommend you considering this document, when reviewing yours.

#### Further Recommendations

Natural England would also like to highlight that removal of green space in favour of development may have serious impacts on biodiversity and connected habitat and therefore species ability to adapt to climate change. We recommend that the final local plan include:

- Policies around connected Green Infrastructure (GI) within the parish. Elements of GI such as open green space, wild green space, allotments, and green walls and roofs can all be used to create connected habitats suitable for species adaptation to climate change. Green infrastructure also provides multiple benefits for people including recreation, health and well-



being, access to nature, opportunities for food growing, and resilience to climate change. Annex A provides examples of Green Infrastructure;

- Policies around Biodiversity Net Gain should propose the use of a biodiversity measure for development proposals. Examples of calculation methods are included in Annex A;

Annex A provides information on the natural environment and issues and opportunities for your Neighbourhood planning.

Yours sincerely

Pierre Fleet  
Adviser  
Sustainable Development  
Thames Team

# Annex A - Neighbourhood planning and the natural environment: information, issues and opportunities

## Natural Environment Information Sources

The [Magic](http://magic.defra.gov.uk/)<sup>1</sup> website will provide you with much of the nationally held natural environment data for your plan area. The most relevant layers for you to consider are: **Agricultural Land Classification, Ancient Woodland, Areas of Outstanding Natural Beauty, Local Nature Reserves, National Parks (England), National Trails, Priority Habitat Inventory, public rights of way (on the Ordnance Survey base map) and Sites of Special Scientific Interest (including their impact risk zones)**. Local environmental record centres may hold a range of additional information on the natural environment. A list of local record centres is available [here](#)<sup>2</sup>.

**Priority habitats** are those habitats of particular importance for nature conservation, and the list of them can be found [here](#)<sup>3</sup>. Most of these will be mapped either as **Sites of Special Scientific Interest**, on the Magic website or as **Local Wildlife Sites**. Your local planning authority should be able to supply you with the locations of Local Wildlife Sites.

**National Character Areas** (NCAs) divide England into 159 distinct natural areas. Each character area is defined by a unique combination of landscape, biodiversity, geodiversity and cultural and economic activity. NCA profiles contain descriptions of the area and statements of environmental opportunity, which may be useful to inform proposals in your plan. NCA information can be found [here](#)<sup>4</sup>.

There may also be a local **landscape character assessment** covering your area. This is a tool to help understand the character and local distinctiveness of the landscape and identify the features that give it a sense of place. It can help to inform, plan and manage change in the area. Your local planning authority should be able to help you access these if you can't find them online.

If your neighbourhood planning area is within or adjacent to a **National Park** or **Area of Outstanding Natural Beauty** (AONB), the relevant National Park/AONB Management Plan for the area will set out useful information about the protected landscape. You can access the plans on from the relevant National Park Authority or Area of Outstanding Natural Beauty website.

General mapped information on **soil types** and **Agricultural Land Classification** is available (under 'landscape') on the [Magic](http://magic.defra.gov.uk/)<sup>5</sup> website and also from the [LandIS website](http://www.landis.org.uk/)<sup>6</sup>, which contains more information about obtaining soil data.

## Natural Environment Issues to Consider

The [National Planning Policy Framework](https://www.gov.uk/government/publications/national-planning-policy-framework--2)<sup>7</sup> sets out national planning policy on protecting and enhancing the natural environment. [Planning Practice Guidance](http://planningguidance.planningportal.gov.uk/blog/guidance/natural-environment/)<sup>8</sup> sets out supporting guidance.

Your local planning authority should be able to provide you with further advice on the potential impacts of your plan on the natural environment and the need for any environmental assessments.

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<sup>1</sup> <http://magic.defra.gov.uk/>

<sup>2</sup> <http://www.nbn-nfbr.org.uk/nfbr.php>

<sup>3</sup> <http://webarchive.nationalarchives.gov.uk/20140711133551/http://www.naturalengland.org.uk/ourwork/conservation/biodiversity/protectandmanage/habsandspeciesimportance.aspx>

<sup>4</sup> <https://www.gov.uk/government/publications/national-character-area-profiles-data-for-local-decision-making>

<sup>5</sup> <http://magic.defra.gov.uk/>

<sup>6</sup> <http://www.landis.org.uk/index.cfm>

<sup>7</sup> <https://www.gov.uk/government/publications/national-planning-policy-framework--2>

<sup>8</sup> <http://planningguidance.planningportal.gov.uk/blog/guidance/natural-environment/>

## Landscape

Paragraph 109 of the National Planning Policy Framework (NPPF) highlights the need to protect and enhance valued landscapes through the planning system. Your plans may present opportunities to protect and enhance locally valued landscapes. You may want to consider identifying distinctive local landscape features or characteristics such as ponds, woodland or dry stone walls and think about how any new development proposals can respect and enhance local landscape character and distinctiveness.

If you are proposing development within or close to a protected landscape (National Park or Area of Outstanding Natural Beauty) or other sensitive location, we recommend that you carry out a landscape assessment of the proposal. Landscape assessments can help you to choose the most appropriate sites for development and help to avoid or minimise impacts of development on the landscape through careful siting, design and landscaping.

## Wildlife habitats

Some proposals can have adverse impacts on designated wildlife sites or other priority habitats (listed [here](#)<sup>9</sup>), such as Sites of Special Scientific Interest or [Ancient woodland](#)<sup>10</sup>. If there are likely to be any adverse impacts you'll need to think about how such impacts can be avoided, mitigated or, as a last resort, compensated for.

## Priority and protected species and habitat

You'll also want to consider whether any proposals might affect priority species (listed [here](#)<sup>11</sup>) or protected species. Natural England has produced advice [here](#)<sup>12</sup> to help understand the impact of particular developments on protected species. Consideration should also be given to the potential environmental value of brownfield sites, often found in urban areas and former industrial land, further information including links to the open mosaic habitats inventory can be found [here](#).

## Ancient woodland and veteran trees-link to standing advice

You should consider any impacts on ancient woodland and veteran trees in line with paragraph 118 of the NPPF. Natural England maintains the Ancient Woodland [Inventory](#) which can help identify ancient woodland. Natural England and the Forest Commission have produced [standing advice](#) for planning authorities in relation to ancient woodland and veteran trees. It should be taken into account by planning authorities when determining relevant planning applications. Natural England will only provide bespoke advice on ancient woodland/veteran trees where they form part of a SSSI or in exceptional circumstances

## Biodiversity net gain

Under section 40 of the Natural Environment and Rural Communities Act 2006 Local Planning Authorities are required to conserve biodiversity. The NPPF section 109 states "*the planning system should contribute to and enhance the natural and local environment by minimising impacts on biodiversity and providing net gains in biodiversity wherever possible*". Suitable methods for calculating biodiversity net gain can include the Defra biodiversity offsetting metric<sup>13</sup> and the environment bank biodiversity impact calculator<sup>14</sup>. Natural England would expect a policy within the Neighbourhood Plan to include wording to ensure that net biodiversity gain is achieved.

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<sup>9</sup><http://webarchive.nationalarchives.gov.uk/20140711133551/http://www.naturalengland.org.uk/ourwork/conservation/biodiversity/protectandmanage/habsandspeciesimportance.aspx>

<sup>10</sup> <https://www.gov.uk/guidance/ancient-woodland-and-veteran-trees-protection-surveys-licences>

<sup>11</sup><http://webarchive.nationalarchives.gov.uk/20140711133551/http://www.naturalengland.org.uk/ourwork/conservation/biodiversity/protectandmanage/habsandspeciesimportance.aspx>

<sup>12</sup> <https://www.gov.uk/protected-species-and-sites-how-to-review-planning-proposals>

<sup>13</sup> <https://www.gov.uk/government/collections/biodiversity-offsetting#guidance-for-offset-providers-developers-and-local-authorities-in-the-pilot-areas> Note; the 'Guidance for developers' and 'Guidance for offset providers' documents provide a calculation method.

<sup>14</sup> <http://www.environmentbank.com/impact-calculator.php> , and [http://www.google.co.uk/url?sa=t&rct=j&q=&esrc=s&source=web&cd=3&ved=0ahUKEwi7vcb10aDQAhVMDcAKHb8IDEUQFggsMAI&url=http%3A%2F%2Fconsult.welhat.gov.uk%2Ffile%2F4184236&usq=AFQjCNfkbJJQ\\_UN0044Qe6rmiLffxckg](http://www.google.co.uk/url?sa=t&rct=j&q=&esrc=s&source=web&cd=3&ved=0ahUKEwi7vcb10aDQAhVMDcAKHb8IDEUQFggsMAI&url=http%3A%2F%2Fconsult.welhat.gov.uk%2Ffile%2F4184236&usq=AFQjCNfkbJJQ_UN0044Qe6rmiLffxckg)

## Best and Most Versatile Agricultural Land

Soil is a finite resource that fulfils many important functions and services for society. It is a growing medium for food, timber and other crops, a store for carbon and water, a reservoir of biodiversity and a buffer against pollution. If you are proposing development, you should seek to use areas of poorer quality agricultural land in preference to that of a higher quality in line with National Planning Policy Framework section 112. For more information, see our publication [Agricultural Land Classification: protecting the best and most versatile agricultural land](#)<sup>15</sup>.

## **Green Infrastructure, Improving Your Natural Environment.**

Inclusion of Green Infrastructure (GI) in to development plans can provide multifunctional benefits to the area. These can include opportunities for recreation, health and wellbeing and access to nature as well as providing connected habitats for wildlife.

Your plan or order can offer exciting opportunities to enhance your local environment through inclusion of GI. If you are setting out policies on new development or proposing sites for development, you may wish to consider identifying what environmental features you want to be retained, connected, enhanced or new features you would like to see created as part of any new development. Examples might include:

- Providing a new footpath with landscaping through the new development to link into existing rights of way or other green spaces.
- Restoring a neglected hedgerow or creating new ones.
- Creating a new pond as an attractive feature on the site.
- Planting trees characteristic to the local area to make a positive contribution to the local landscape.
- Using native plants in landscaping schemes for better nectar and seed sources for bees and birds.
- Incorporating swift boxes or bat boxes into the design of new buildings.
- Considering how lighting can be best managed to encourage wildlife.
- Adding a green roof or walls to new or existing buildings.

You may also want to consider enhancing your local area in other ways, for example by:

- Setting out in your plan how you would like to implement elements of a wider Green Infrastructure Strategy in your community.
- Assessing needs for accessible greenspace and setting out proposals to address any deficiencies or enhance provision.
- Identifying green areas of particular importance for special protection through Local Green Space designation (see [Planning Practice Guidance on this](#)<sup>16</sup>).
- Managing existing (and new) public spaces to be more wildlife friendly (e.g. by sowing wild flower strips in less used parts of parks, changing hedge cutting timings and frequency).
- Planting additional street trees.
- Identifying any improvements to the existing public right of way network, e.g. cutting back hedges, improving the surface, clearing litter or installing kissing gates) or extending the network to create missing links.
- Restoring neglected environmental features (e.g. coppicing a prominent hedge that is in poor condition or clearing away an eyesore).

## Green Roofs

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<sup>15</sup> <http://publications.naturalengland.org.uk/publication/35012>

<sup>16</sup> <http://planningguidance.planningportal.gov.uk/blog/guidance/open-space-sports-and-recreation-facilities-public-rights-of-way-and-local-green-space/local-green-space-designation/>

Natural England is supportive of the inclusion of living roofs in all appropriate development. Research indicates that the benefits of green roofs include reducing run-off and thereby the risk of surface water flooding; reducing the requirement for heating and air-conditioning; and providing habitat for wildlife.

We would advise your council that some living roofs, such as sedum matting, can have limited biodiversity value in terms of the range of species that grow on them and habitats they provide. Natural England would encourage you to consider the use of bespoke solutions based on the needs of the wildlife specific to the site and adjacent area. I would refer you to <http://livingroofs.org/> for a range of innovative solutions.

## Habitat Regulations Assessment Stage 1 Screening

### Weston-on-the-Green Neighbourhood Plan 2018-2031

October 2018

The changes to the Neighbourhood Plan have been reviewed in relation to any implications for the HRA Screening of the Plan. The main change of relevance to the HRA is new policy H2.

Policy H1 supports development of a site at Southfield Farm for 20 dwellings. The site is already the subject of an outline planning consent for 20 dwellings (13/01796/OUT). Section 3.1 of the Neighbourhood Plan indicates that the remainder of the housing need identified in the Neighbourhood Plan (18 new houses net) will be met through windfall sites coming forward. Policy H2 indicates that sustainable residential development within the village confines will be permitted for conversions, infilling and minor development provided that they protect the character of the village and are in accordance with the Neighbourhood Plan and Local Plan policies.

This is consistent with adopted Cherwell Local Plan policy Villages 1, which indicates that proposals for development in Category A villages such as Weston-on-the-Green will be considered suitable for minor development, infilling and conversions (only infilling and conversions in the Green Belt).

Whilst policy H2 may lead to development longer term, it does not allocate specific development sites; schemes would come forward through the planning application process. However the neighbourhood plan policy requires development schemes to be compliant with Local Plan policies, and adopted Local Plan policy ESD10 indicates that development will not be permitted unless it can be demonstrated that there will be no likely significant effects on an international site or that effects can be mitigated.

Policy H2 will not lead to growth in addition to that already assessed through the Local Plan process. It is therefore considered that Policy H2 is not likely to lead to significant effects on Oxford Meadows Special Area of Conservation (SAC).

In reviewing the HRA screening, consideration has been given to the Court of Justice of the European Union judgement in April 2018, which has affected how Stage 1 Screening assessments are undertaken. The judgement for *People over Wind, Peter Sweetman v Coillte Teoranta* (Case C-323/17), determined that *"it is not appropriate, at the screening stage, to take account of the measures intended to avoid or reduce the harmful effects of the plan or project on the site"*. Such measures should instead be assessed through Stage 2 Appropriate Assessment.

The Neighbourhood Plan does not contain avoidance or mitigation measures relating to the SAC, and as the level of growth resulting from the changes contained in the plan is in accordance with the adopted Cherwell Local Plan Policy Villages 1, it is considered that the original HRA screening conclusions remain valid.

1	A Name	B Comment	C WOTG Response	D
2	Overarching comments		<p>1. <u>Positive Contribution</u>: The Neighbourhood Plan reflects the positive view of villagers towards responding to housing need in the community. There is a clear understanding of 'the duty to cooperate'. The objectives and policies are driven by the instruction of the village to maintain the historic nature of the village, value its history and unique features and to grow housing stock incrementally and sensitively. We are aware that this will not sit well with those who wish to turn fields and landscape areas into housing developments. We would argue that we understand the delicate balance between the need for housing and the wish to protect the countryside. Those who wish to build in areas that the NP considers unsuitable charge us with being non-cooperative. To the extent that we will not bend to the will of some developments, we are mindful of the need for suitable housing in agreed locations.</p> <p>(2) <u>Category A village identification</u>: WOTG is the third smallest in this group of 23 villages. The group spans populations sizes of 12,783 (Kidlington) to Finmere (465). Our population as of the census of 2011 is 523. The category is not a one size fits all in terms of population growth. Our village has not been given a numerical expectation for growth. We believe this to be the case because we set growth targets early on, and as we have also the constraint of green belt and conservation area. The area outside of these zones is landscape and a buffer for wildlife. Refer to clarification in the body of the NP: 1.5 Relationship of the Plan to Cherwell District and Local Plans.</p> <p>(3) <u>Village Confines</u>: The Glossary of terms at the front of the NP: Village Confines: "the area of the village defined by continuous and contiguous development forming the existing built up area of the village, excluding any curtilage beyond the built footprint of the buildings on the site ...." We are clear in the NP that the village will not support development outside of this area. We feel that we provide reasonable explanations for this. Our village is able to sustain a 15% growth without pushing out the existing built up area of the village.</p> <p>4) <u>Which version of the NPPF?</u> The policies of the 2012 NPPF still apply to the examination of the Neighbourhood Plans submitted on or before 24th January 2019. The Weston on the Green Plan was submitted in October 2018. The revised (2018) NPPF places extra weight on development complying with policies in a Neighbourhood Plan if that Plan meets the local housing requirement and the local authority has at least a three year housing land supply.</p>	

1	A	B	C	D
Name		Comment	WOTG Response	
Cherwell District Council (CDC)	Calculated Housing Need Explain how this figure was reached. There is no correlation between the questionnaire results and the 60% affordable housing requirement as stated in the NP.	<p>1) Proposed Amendment to section on 'Calculated Housing Need' (page 45) as follows:  <b>CALCULATED HOUSING NEED FOR WESTON-ON-THE-GREEN</b>  <i>Based on the information gathered on the current and future populations, the housing needs for the village were calculated as follows:</i></p> <ol style="list-style-type: none"> <li>1. <b>An objective of 15% growth in housing in 2017-2031 = 38 houses based on the survey data</b> . This is a positive contribution for a small village.</li> <li>2. <b>The profile of housing needed is stratified as follows :</b> <ol style="list-style-type: none"> <li>a. <b>Provide housing for an increased 20-35 age group in the village (9% increase will support 46 young residents)</b>. The objective is to increase the 20-35 age group from 31% in 2016 to 40% by 2025 (46 new residents). We will need 23 new houses for this group, 15 of which should be affordable smaller houses (in the 1-2 and 2-3 bed categories; assuming 2 young occupants per new house).</li> <li>b. <b>6x1-2 bed (26%); 9x 2-3 bed (39%); 8 other houses (35%) = 23 houses.</b></li> </ol> </li> </ol> <p><b>Provide housing for retirees and downsizers</b> = Housing suitable for downsizing retirees or those in the &gt;65 years age group who require some care support. 18 of 50 (36%) survey 1 village. Respondents in this age group said they would need assistance to stay in their existing home, and 28% wanted single occupancy homes to be made available. This age group is projected to increase within the term of this plan from 32% recorded in the 2011 census to 52% in 2037. (Population Estimates tool, Office of National Statistics 28/4 2016).</p> <p>We will need at least 11 houses, 8 of which should be affordable.</p> <p><b>4x1-2 bed (36%); 4x 2-3 bed (36%); 3 other houses (27%) = 11 houses.</b></p> <p><b>Totals: 1-2 bed (afford) = 10 houses (26%); 2-3 bed (afford) = 13 houses (34%); other = 15 houses (39%).</b></p> <p><b>Total affordable housing</b> = 23 of 38 houses (60%) targeted to age groups described above in 2a and 2b.</p> <p>Our target of 60% affordable housing (<b>meaning priced to be in reach for key workers, lower income residents and retirees</b>) exceeds the Cherwell District target of 35%. However, our target responds to the skewed existing housing mix in Weston-on-the-Green (in 2018, of the 11 houses for sale in the village, seven were 4-bedroom or larger dwellings) which does not deliver for our population.</p>		
3	Table B - this would benefit from quoting the data source ie 2011 Census	Proposal to update Table B as: Table B: Population structure of Weston-on-the-Green compared with related regional figures (2011 UK Census data, Office of National Statistics www.ons.gov.uk). Table B (page 48) updated as follows		
4				



A		B	C		D
1	Name	Comment	WOTG Response		
5	CDC	Page 2 - add wording	Page 2: Beginning of the 4th paragraph: add 'The National Planning and Policy Framework allows a village the right to protect its character from irreversible harm and to shape and direct development in the local area.'		
6	CDC	Page 5: Reword paragraph on settlement boundary.	3) Page 5: Proposed rewording of paragraph on Settlement Boundary as follows:  <i>Settlement boundary: The adopted Cherwell Local Plan 2015 does not define settlement boundaries for all rural villages, although ESD14 does aim to prevent the coalescence of settlements by, in part, preserving the Green Belt designation in and around villages. This Plan defines a village area (the village envelope) outside of which development will not be supported. The village envelope seeks to preserve the essence of the rural landscape setting which is so characteristic of the village and important to safeguard from harm or loss.</i>		
7	CDC	Pages 15 – 16 'Relationship of the Plan to Cherwell District and Local Plans' Reword paragraph	Pages 15 – 16 Proposed amendment to 'Relationship of the Plan to Cherwell District and Local Plans' Reword second paragraph as follows:  <i>This Neighbourhood Plan is prepared within the context of the adopted Cherwell Local Plan Part 1 2011-2031 (CLPP1), and the saved policies of the adopted Cherwell Local Plan 1996 (CLP). There is now an emerging revised Cherwell Local plan in preparation. It is not a statutory requirement for this Neighbourhood Plan to meet the expectations of the emerging Local Plan, rather this Neighbourhood Plan must be in general conformity with the strategic policies of the existing development plan for the area. The policies of the 2012 NPPF still apply to the examination of Neighbourhood Plans submitted on or before 24th January 2019. The Weston-on-the-Green Neighbourhood Plan was submitted in October 2018. However, the revised NPPF places extra weight on development complying with policies in a made Neighbourhood Plan if that Plan meets the local housing requirement and the local authority has at least a three year housing land supply.</i>		
8	CDC	Page 16, second paragraph add 'this Plan has no intention of amending the Green Belt boundary'	Page 16 second paragraph: Proposed amendment add 'this Plan has no intention of amending the Green Belt boundary'.		

	A	B	C	D
1	Name	Comment	WOTG Response	
9	CDC	Page 40 add to end of first paragraph 'Other small ancient woodland and local wildlife ....not secured'	Page 40: Proposed amendment to add to end of first paragraph ' <i>Other small ancient woodland and local wildlife ....not secured</i> ' .	

1	A	B	C	D
Name	Comment		WOTG Response	
CDC	7) Page 46 Replace first two paragraphs		<p>Page 46: Proposal to replace first two paragraphs with:  <i>Our target of 60% affordable housing (meaning priced to be in reach for key workers, lower income residents and retirees) exceeds the Cherwell District target of 35%. However, our target responds to the skewed existing housing mix in Weston-on-the-Green (in 2018, of the 11 houses for sale in the village, seven were 4-bedroom or larger dwellings) which does not deliver for our population.</i>  <i>Of the 20 houses approved on Site A, 7 (35%) fall into the affordable smaller homes category. 38 new houses are justified for the projected needs of the village to 2031 based on the need identified by the survey data. This number also aims to address the age demographic by providing new housing attractive to starter families and elderly downsizers that is affordable. Since this Plan was initiated (2015) a further 4 houses have been approved on individual sites located within the village through windfall. Our total contribution to the dwelling requirement of the NPPF Policy Villages 2 requirement of 750 housing number, as of 31st January 2019, is therefore 24. It is worth noting that the Annual Monitoring Reports (2018) from Cherwell District Council shows a remaining unmet requirement (as of 31st March 2018) of only 4 dwellings from the original 750 Category A village allocation.</i>  <i>A target of 20 houses is achievable growth for the village. Further housing development is currently not sustainable, given the present lack of public transportation to/from the village, the lack of other community facilities (e.g. school) and the lack of suitable sites within the village confines but excluding the Green Belt area.</i>  <i>Development of 26 houses to the north of Site A was refused on appeal in March 2016 due to: lack of sustainability in the absence of public transport to the village and imposing a detrimental effect on the character of the village through an urbanising effect in the village setting.</i>  <i>Other development sites that come forward must fulfil the criteria in this Neighbourhood Plan including, crucially, being well connected with the village. The Parish Council would support development on exception sites in the Green Belt if there was an appropriate contribution to affordable housing (Policy Villages 3 of the Local Plan). Windfall housing, which falls within Policy Villages 1 of the Local Plan, may add housing incrementally, but sites will be rigorously measured against the policies in this Plan. Weston-on-the-Green can more easily accommodate small scale development and this is consistent with saved policy H13 of the CLP 1996 which allows settlements like Weston-on-the-Green to fulfil their development requirement by infilling and small groups of dwellings. Since more than half of the village is included in the Green Belt, development sites are particularly constrained, taking account of the policies regarding character and intensification in the part of the village that is outside the Green Belt.</i></p>	

1	A	B	C	D
Name	WOTG Response			
CDC	8) Page 55, Theme 2, second sentence of paragraph 2 to be amended.	8) Page 55, Theme 2, second sentence of paragraph 2 to be amended.	Page 55, Theme 2, second sentence of paragraph 2 should be amended to read:  <i>'Further growth could be supported on windfall sites that could meet both the Local Plan policies and the policies and Design Code in this Plan. However the Green Belt, which bisects the village at Church Road (see Figure 9), restricts opportunities for development in much of the south half of the village.'</i>	
CDC	Page 56 first paragraph add fourth sentence:	Page 56 first paragraph add fourth sentence:	Page 56 first paragraph fourth sentence, to be amended:  <i>Given that the requirement for Category A villages in the Local Plan has now largely been met (4 dwellings unmet from the original 750 required), the village is not prepared to compromise the character of the village unnecessarily, recognising that poor integration of proposed housing also fails to comply with the NPPF. Small scale and gradual development for a small village such as Weston is consistent with Policy Villages 1 (C262, p247 CLP 2011-2031, Part 1) where the assessment of what constitutes minor development will depend on the size of the village and the level of service provision. Weston is one of the smallest of the Category A villages and has few services.</i>	
CDC	Recommend re-wording of Policy E6	Recommend re-wording of Policy E6	Policy E6 (Page 67) should be amended as follows:  <i>E6: Four sites, the boundaries of which are shown in Figure 15, are designated as Local Green Spaces. They are: I: Weston Manor grounds fronting the B430; II: the Stocks situated on a small green at the junction of Church Road and the B430; III: St. Mary's Churchyard; IV: the playing field.</i>	

1	Name	A	B	C	D
	CDC	Comment	WOTG Response		
14		<p>H1 - Suggest deleting word: <b>(as planning approval has been granted, policy H3 does not apply)</b>. The policy should be future proofed as revised/new applications may be</p> <p>H2 - change wording to 'for less'</p>	<p>Reword supporting text to Policy H1 (page 70) as a clarification to read as follows:  <b>H1: A development of 20 dwellings is supported on Site A (Southfield Farm) as shown on Figure 22 subject to compliance with other policies in this Plan.</b>  <i>"Restrict any further incursion into the countryside (e.g. Site B) or phased further development to extend housing beyond Site A to the north of the village confines (development would not be supported as it is not consistent with the references to satellite, ribbon and dormitory development stated in this Plan: see A5 'No 'satellite' or 'dormitory' housing development should be supported outside the 'village confines', nor 'ribbon development' along the B430' .</i></p>		
15	CDC	<p>H3 Explain why this is not in line with the 2014 Oxon SHMA and also how it has been calculated</p>	<p>To amend wording as:                  In addition to the major development set out in Policy H1, sustainable residential development within the village confines will be permitted for conversion, infilling and minor development, typically but not exclusively for less than 10 dwellings, provided that they protect the character of the village and are in accord with the other policies in the Neighbourhood Plan and Local Planning Policies.</p>		
16	CDC		<p>11) Policy H3 (page 71) propose rewording to clarify why there is a different wit the 2014 Oxon SHMA as follows:  <b>targets should contribute to the overall target of 30% 1-2 bedrooms, 40% 2-3 bedrooms and 5% 4-5 bedrooms which adheres to targets set specifically to address the present and future population projections in the parish (parish population displays a disproportionate skew to higher age groups, and a lack of small affordable housing stock).</b>"</p>		

1	A	B	C	D
Name		Comment	WOTG Response	
CDC		C1 Use second paragraph to support the policy using lower case text	<p>Policy C1 (page 73) Propose amending second paragraph to lower case text to support the policy: <b>Area B (the Schoolfield) will be preserved and managed as a potential grassland habitat with access for passive recreational open space commensurate with the maintenance of a lowland meadow. The site will be carefully managed to enhance natural grassland and wildlife biodiversity (see also policy E2).</b></p> <p><i>This site lies within the Weston-on-the-Green Conservation Area Boundary (see Figure 9) and has three public rights of way traversing or bounding the site (public footpaths 404/23; 404/27; 404/28). It is used by local villagers for general movement around the village and by walkers as part of the Oxfordshire Way route from Henley-on-Thames to Bourton-on-the-Water and in the general enjoyment of the environment and the appreciation of the historic setting. The site is central to the village, being adjacent to the Mill stream and still showing clear evidence of an ancient ridge and furrow pattern. In this sense, Area B is a special space in the village and it places Weston-on-the-Green in the broader context of historic connections in the Oxfordshire landscape.</i></p>	
CDC	Appendix B - probably not needed as it is all in the Consultation Statement	Appendix B - probably not needed as it is all in the Consultation Statement	Appendix B: NP team has chosen to keep it as it does not affect any policy but is a valuable statement to the village of their involvement under cover of one booklet. This document, if accepted, will form part of the village history.	
CDC	Appendix F: it would be helpful to clarify that the "Reasons for rejection under this plan" in this table are the conclusions of the NP assessment and do not reproduce the assessments in the HELLA	Appendix F: it would be helpful to clarify that the "Reasons for rejection under this plan" in this table are the conclusions of the NP assessment and do not reproduce the assessments in the HELLA	Appendix F: Proposed amendment to the table, column three heading: "Neighbourhood Plan Reasons for rejection".	

A		B	C		D
1	Name	Comment	WOTG Response		
20	CDC	Table A - update Reference to CLP Part 2 Figure 1 does not include the Green Belt Boundary but it is in the text Pg 25 - Include Ancient woodland on Figure 5	Table A: To update Figure 1 to include Weston Wood and Warough Copse as Local Wildlife Sites, Meizen Copse, Middleleys Spinney and two small unnamed areas. These areas should be shown in Figure 16, and referenced when we refer to the wildlife corridor in the text.		
21	Pegasus	Pegasus document Page 4 2.1 Question version of NPPF used: 2012 or 2018?	Note: To amend Section 1.5 " The policies of the 2012 NPPF still apply to the examination of the Neighbourhood Plans submitted on or before 24th January 2019. The Weston on the Green Plan was submitted in October 2018. However, the revised (2018) NPPF places extra weight on development complying with policies in a made Neighbourhood Plan if that Plan meets the local housing requirement and the local authority has at least a three year housing land supply."		
22	Pegasus	Pegasus document Page 6 2.15 Calculated Housing Need and 2.20 . Which sites count towards the total?	We reject these challenges. The Steering Group has worked with CDC over the three years it has taken to develop this plan. Our view is that we have, and are continuing to have, an abundance of larger homes. Hence our policy shapes the type of homes we wish to see built in the village. Note additional text: pg 46 "Windfall housing, which falls within Policy Villages 1 of the Local Plan, may add housing incrementally, but sites will be rigorously measured against the policies in this Plan. Weston-on-the-Green can more easily accommodate small scale development and this is consistent with saved policy H13 of the CLP 1996 which allows settlements like Weston-on-the-Green to fulfill their development requirement by infilling and small groups of dwellings. Since more than half of the village is included in the Green Belt, development sites are particularly constrained, taking account of the policies regarding character and intensification in the part of the village that is outside the Green Belt."		

A		B	C		D
1	Name	Comment	WOTG Response		
23	Pegasus	Overall argument	Overall, the representation appears to have been written by Pegasus in response to a request by Lagan to reserve as large and unfettered a development potential for the School Field as possible. It pays no regard to the will of Weston on the Green residents for their village – a will which has been very thoroughly researched and analysed by the authors of the NP. The NPPF allows a village the right to protect its character from irreversible harm and to shape and direct development in the local area.		
24	Pegasus	Pegasus document Page 1.1.4	We note that Pegasus (Lagan Homes) are aware of the legal requirement to preserve and enhance the character or appearance of the Conservation Area [P1 1.4(c)].		
25	Pegasus	Pegasus document Page 5 2.10 Specifically this para states “as the Cherwell District Local Plan does not make any specific allocations at WotG” then it is Pegasus opinion that any housing completion would be defined as “windfall” and not count toward the 750-dwelling allocation to Category A villages.	<p><u>Clarification:</u> Housing expectation for all Category A villages is 750 with no specific amount per village. It makes sense that a village of 250 homes offering an increase of 15% scattered through the village over the plan period is a positive attitude and contribution both to the development of the village for the future and to contribute to housing need in general.</p>		
26	Pegasus	Pegasus document Page 6-7 2.15 - 2.18 - Rejection of Policy H3	Pegasus’ rejection of Policy H3 (housing mix) again demonstrates how far removed they are from the will of the village as expressed through the NP. The mix described reflects the very LOCAL needs and aspirations of WOTG and NOT a microcosm of the SHMA. See further explanation in 3.1 Housing of the draft Neighbourhood Plan.		



	A	B	C	D
1	Name	Comment	WOTG Response	
27	Pegasus	Pegasus document Page 8 2.22 Discounting Housing completions	Pegasus state that they are discounting all housing completions mentioned in the NP. We refute this based on consistent advice from Cherwell District Council. Our village is committed to 15% growth in specific locations and that does not include land that is valued as a passive recreational space.	
28	Pegasus	Discounting of housing numbers which contribute to the total	Pegasus must either (a) accept the housing contained within the NP as contributing toward the Local Plan or (b) accept that if they wish to define ANY houses not specifically referenced in the Local Plan as “windfall” then WOTG has no obligation to contribute further within this Plan window (even though it has, and, has seen a further twenty- four permissions during this plan period).	
29	Pegasus	Pegasus document Page 10 3.12 Policy H5 and the Design Code	We totally reject Pegasus’ view in [P10 3.12] that NP Policy H5 should be ignored and instead the look and feel of any development should rely solely on the NPPF. Surely the whole point of the NP is to elicit and codify localisation of this framework.	
30	Pegasus	Pegasus document Page 11 3.15 Challenge to Policy C5 and protection of key views	We totally reject Pegasus’ view in [P11 3.15] that Policy C5 should be ignored. Once again Pegasus fail to appreciate that the authors of the NP are fully aware that the whole point of having NPs is to add local flavour and expertise to national planning frameworks.	
31	Pegasus	Pegasus document Page 13 4.5 and elsewhere... Maintenance of the Schoolfield as a grassland meadow refusal by the owner	Pegasus underline the fact that their client owns the Schoolfield and is not in favour of allowing its development as a meadow. It claims this disqualifies its description as an important green space. Firstly the village is aware of the ownership of the land and thus improvement of the Conservation Area through better care of School Field will remain aspirational whilst it is owned by an owner who believes that building houses on the field would somehow preserve and improve the Conservation Area. Secondly, once the current owner realises they will not be allowed to build on the Schoolfield then it is the village’s sincere hope that the field will then be able to be taken proper care of under their or someone else’s ownership. Thirdly you only have to walk around or through the Schoolfield to realise what a hugely important and much loved green space within the envelope of the village it represents.	
32	Pegasus	Pegasus document Page 14 4.7	In another self-contradictory statement, having rejected the NP’s planned vision for the Schoolfield in [P13 4.5] Pegasus then state in [P14 4.7] that “the NDP does not have ...a clear vision for its future”.	

A		B	C		D
1	Name	Comment	WOTG Response		
33	Pegasus	Pegasus document Page 14 4.11 Development can mitigate the potential impact upon ecology	[P14 4.11] states that any development can "mitigate its potential impact on the ecology". The village strongly supports positively improving the Conservation Area and the ecology therein NOT creating any negative impact which then needs "mitigating". We refer to the concept of "irreversible harm" to one of our important landscapes and spaces.		
34	Pegasus	Ecology	The case for managing the historic Schoolfield as lowland meadow is set out in the Neighbourhood Plan.		
35	Pegasus	Landscape and Visual Impact Assessment	There is considerable information in this report that supports the sensitivity of the field, the important key features which should be "preserved and enhanced" and that the impact on the village of a development must be carefully considered. The village does not want nor is pressured to build and as such maintains the right to carefully choose sites for development. Our aim is to protect our sensitive areas by not building on them.		
36	Southfield Farm (SF)	SF Summary Document, Page 1; Reliance on Fir Tree Farm development	There is no reliance on development in the Green Belt. Note that Policy Villages 1 housing need of 750 dwellings has been met (99.47% met).		
37	Southfield Farm	SF Summary Document Page 1: NP frustrates sustainable development on the edge of the village	The village has a right to protect its character from irreversible harm from unsustainable development (outside the village confines and poorly connected to the village). Poor integration of proposed housing fails to comply with NPPF sustainable housing policies.		
38	Southfield Farm	SF Summary Document Page 2,"Southfield Farm (Site B): Phase 2 Southfield Farm development benefits from access via Site A	Site A access is still unresolved.		

A		B	C		D
1	Name	Comment	WOTG Response		
39	Southfield Farm	SF Summary Document Page 2: "Calculated Housing Need for Weston-on-the-Green", 60% affordable housing target unviable	This target was determined by the survey data of population profile and existing housing mix. The target specifically addresses the parish need, beyond complying with CDC targets of 35% affordable housing.		
40	Southfield Farm	SF Summary Document Page 3, "Environmental Policies" Objection to Policy E1	The Policy Village 1 target for housing need has been met (99.47%), so there is no need to consider development outside the village confines which would adversely affect the character of the village.		
41	Southfield Farm	SF Summary Document Page 4, "Communities Policies/Appendix G Landscape Setting and Important Internal Green Spaces", Objection to Policy C5	No extension of the green belt is proposed.		

1	A Name	B Comment	C WOTG Response	D
42	Southfield Farm		<p><b>Note:</b> This site has been rejected by the Planning Committee and rejected at Appeal. One statement in the section entitled Planning Balance at Appeal was powerful: 32 - "The development would also adversely affect the character of the village as a result of the scale and consequent urbanising effect on the village setting. This harm would be irreversible and as such I attach it substantial weight. It would bring the proposal into conflict with the environmental role of sustainable development" ... and 35 "On balance, I consider that the social and economic benefits are outweighed by the environmental harm and for this reason I find that the proposal would not be sustainable development in terms of the Framework. Notwithstanding the category A status of Weston on the Green, the proposal fails to satisfy Policy Villages 2 and Policies PSD1, ESD1, ESD13, ESD15 and SLE4 of the CLPP1 and is not compliant with the development plan as a whole." <b>Appeal Ref: APP/C3105/W/16/3158925</b> The development proposed is erection of up to 26 dwellings including creation of a new access, associated landscaping, open space and drainage infrastructure.</p>	

1	A	B	C	D
Name		Comment	WOTG Response	
Oxfordshire County Council		<p>Transportation: Annex 1, Officers Advice. Transport Reference to A22 and A23 (Aspirations) Note that both would be subject to the outcome of the statutory consultation required A25 - any weight restriction would need to be assessed on the basis of benefit versus restriction and the village would need to find their own funding</p>	<p>A 23 to amend by adding the phrase "subject to the outcome of the statutory consultation required".</p> <p>A25 The weight restriction can only be extended if the benefits outweigh any negative impacts and costs would need to be born by the village.</p> <p>A26 Note: There is no recent Section 106 pertinent to this proposal. This is necessary because of the increased and heavy amount of traffic going through this small village (<i>Traffic survey data has been gathered</i>)</p> <p>A27 Pedestrian refuges are allowed without a consultation; zebra or signalled crossings would be as a result of a consultation and only permitted in a 30 mph zone. There is no funding.</p> <p>A27 Note: The Traffic Advisory Group will create an Infrastructure. Other than the Section 106 money from Southfield Farm for the pavement to the village, there is no other money for such a project. The Parish Council would need to find its own funding. <i>Infrastructure list is within the outline development plan and will be fleshed out in a more detailed five year plan if the NP is approved.</i></p> <p>A29 Funding for a cycle path would need to come from development funds, Section 106. <i>We do not support further development down that stretch of road so would need to appeal to other sources for funding.</i></p> <p>A30 Parking management is dependent on who owns the land the District or OCC. Costs to be born by the village. A31</p> <p>OCC welcomes schemes to promote sustainable transport and travel info. The consultation is welcomed. <i>Share outcomes of new Transport Advisory Group Note T2 - Development of 10 or more dwellings will be expected to promote and improve low carbon transport etc.</i></p>	
43		Neighbourhood Plan Policies: T3 - OCC has policies for this	Wording is "In so far as planning permission is required, any proposal to alter or extend an existing dwelling that would reduce the level of off-street parking provision will be resisted unless it can be demonstrated that the overall parking provision retained is satisfactory."	
44				

	A	B	C	D
1	Name	Comment	WOTG Response	
45		A22-A31 The aspirations and concerns are outside of the scope of the objectives of the NP policies. These would be better placed on an infrastructure list	Note At the end of the list A22-A31 : <i>"The Parish Council is aware that central funding is not available to address the aspirations above and are committed to a long-term plan to make improvements incrementally as funding allows"</i> .	
46	OCC Environment Policies	"(Point 1) would be better placed on an infrastructure list."	Moved to an infrastructure overview in development plan.	
47	Gloucestershire County Council Public Health Comments	Very positive for: Social sustainability which highlights a supply of suitable housing. Strongly support H4 and H7 and T2 all of which points to the	Noted.	
48	Lorna Miles	Objection: There was a statement early on in the process about wanting a Nursery School	The perceived need for a Nursery School is not yet confirmed based on the number of current young families in the village. There is a line on the Implementation Plan which asks us to consider the issue again (Yrs. 6-10). Currently, OCC does not agree that there is a need.	
49	Lorna Miles	O1 - objection to "village confines"	See definition (as found in glossary pg 5).	

A		B	C		D
1	Name	Comment	WOTG Response		
50	Lorna Miles	Policy E1 - challenge to the NP making a positive contribution	Note the introductory explanations both on Positive Development and Village Confines.		
51	Lorna Miles	Objection to responsibility for WOTG as a Category A village	Note the introductory explanations on Category A villages and Weston on the Green.		
52	Lorna Miles	Policy E1 Objection :" ..does not differentiate the sites and apply weight accordingly."	Note 2.4 Landscape and Green Spaces Designated Local Green Spaces I-IV (Figure 15) and Appendix G: text ref p38; Open areas of green space of particular value to the character of the village e-h, Figure 15: text ref p38; Landscape setting and open views A-J, Figure 15: text ref p37.		
53	Lorna Miles	Consultation Document objection: "Page 9 'Criteria for new housing states that there is scope for housing on both sides of Northampton Road. Comments from consultation held in 2015. This is not carried through the Plan."	Page 9 objection - this statement was recorded at the first village meeting as the opinion of one person. The overview list was a valuing of points of view and not a policy making discussion Page 12: 19th May 2016 "concern about any development east of the B430 as then floodgates would be opened." This statement is also an expression of concern and was not to be edited out of the process of consultation. Page 23: 14.01.2016 statement regarding past dispute (Garden Town 2008). Meeting with landowners covered a range of topics and information sharing. As part of the Steering Group's responsibility to be transparent, all of the topics covered are documented. This was not a policy making meeting.		
54	Thames Valley Police	Recommendation for wording a policy for a Secured by Design Policy (SBD)	This is covered in Policy H5, which requires development to conform with Appendix A - A5 Housing Standards, Security.		

	A	B	C	D
1	Name	Comment	WOTG Response	
	Thames Water	Comment on Policy H1 - Southfield Farm that the developer and the LPA liaise with Thames Water at the earliest stage	As this has approval and is working through the Basic Conditions stage, this should have been done.	
55				
		1. Confirms that WOTG does not require an SEA	Noted.	
56	Natural England	2. Statement about WOTG referring to an outdated NPPF(2012) as opposed to the 2018 NPPF	See comments at beginning of this paper which reaffirm the relevance of NPPF 2012 to our Plan. We will monitor the CLP for any new provisions that require a material change to our Plan.	
57				
58	Historic England	No issues		
59	Adderbury Parish Council	No issues		
60	Scottish & Southern Electricity Networks	No issues		
61	Canal and River Trust	No issues		
62	Norman Machin	Section 4 Theme 4	Transport considerations are relevant.	
	Oxfordshire Clinical Commissioning Group	Appreciate the health elements included in the NP	Noted.	
63				



Summary of Representations to Proposed Schedule of Changes to the Submission Weston on the Green Neighbourhood Plan		
01	Oxfordshire County Council	Had no comments to make on the proposed schedule of changes
02	Pegasus on behalf of Greystoke Land	<p>Reference is made to planning application 19/00596/OUT Land North of Southfield Farm, North Lane Weston on the Green.</p> <p>Support the continued acknowledgement and acceptance that 38 dwellings are needed over the period 2017-2031. However, remain concerned that no new sites are actually allocated to meet those needs.</p> <p>There is no proper, reasoned justification for the 60% affordable housing requirement when the District wide requirement is 35%.</p> <p>There is little evidence that the Plan has been positively prepared.</p> <p>There is no evidence that windfall sites will be deliverable and can support affordable housing.</p> <p>Support the proposal to delete the explicit reference to HELAA site 229 (Fir Farm) as having potential to deliver 18 dwellings.</p> <p>Object to the continued reference to support being given to exception sites in the Green Belt.</p> <p>The Plan should identify a site allocation on unconstrained land beyond the Green Belt and the Conservation Area.</p> <p>Object to the district wide requirement of 750 dwellings being used a cap for housing provision.</p> <p>Object to the inference that all new development will compromise the character of the village and that development should be avoided if at all possible.</p> <p>Objects to the additional wording which seeks to resist development on the land north of Southfield Farm.</p>
03	Pegasus on behalf of Lagan Homes	<p>Comments are submitted in relation to the 'Schoolfield which is owned by Lagan Homes.</p> <p>There remains no justification as to why the level of affordable housing is set at 60%. It should reflect the level in the local plan.</p> <p>The advice in the NPPF has been misconstrued.</p> <p>Reference is made to Policy Villages 2 of the adopted Local plan and the interpretation of its requirements in recent appeal decisions</p> <p>The plan lends bias towards HELAA Site 229 'Land at Fir Tree Farm which is in the Green Belt.</p> <p>There is a lack of objectivity in the formulation of the plan. It is inappropriate for the NDP Steering Group to continue to maintain their position in respect of the Schoolfield without the appropriate supporting evidence.</p> <p>The eastern part of the Schoolfield could be developed for residential purposes whilst the western part of the site could be utilised as green space .</p>
04	Scottish and Southern Electricity	Have no further comments to make.

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## Cherwell District Council

### Executive

4 November 2019

## Banbury Public Spaces Protection Order Renewal

### Report of Chief Operating Officer (Deputy Chief Executive)

This report is public

#### Purpose of Report

The Banbury Public Spaces Protection Order (PSPO) will expire at the end of November 2019. It is possible to extend the PSPO for a further 3-year period before it expires. This report provides the background to the PSPO, an evaluation of its effectiveness and the outcomes of public consultation undertaken during the summer. It recommends renewing the PSPO with a variation in scope.

#### 1.0 Recommendations

The meeting is recommended:

- 1.1 To approve the renewal of the Public Spaces Protection Order in Banbury Town Centre.
- 1.2 To agree that the prohibition on rough sleeping be removed from the Public Spaces Protection Order in Banbury Town Centre.

#### 2.0 Introduction

- 3.1 In November 2016 the Council's Executive agreed to introduce a Public Spaces Protection Order (PSPO) for Banbury Town Centre. The decision to make this Order was reached after a public consultation on the proposal during summer 2016. The Order came into effect on 1 December 2016 and expires on 31 November 2019.
- 3.2 A PSPO may be renewed before it expires. If renewed the new Order can be extended for a further 3-year period. Earlier this year we commenced the process for determining whether the current PSPO should be renewed. This process included a review of the effectiveness of the Order and a public consultation seeking views on whether the Order should be renewed and on the scope of the Order if it is renewed.

### **3.0 Background**

- 3.1 PSPOs are intended to provide a means of preventing individuals or groups committing anti-social behaviour in a public space where the behaviour is having, or is likely to have, a detrimental effect on the quality of life of those in the locality, is persistent or continuing in nature, and is unreasonable. The PSPO imposes conditions on the use of the area which apply to everyone.
- 3.2 A PSPO restricts what people can do in an area and how they behave. As such it is important to ensure that any such restrictions are focussed on problem behaviours, are proportionate to the detrimental impact that the behaviour is having or could cause and are considered necessary to prevent it continuing, occurring or reoccurring. The restrictions and requirements included in a PSPO may be comprehensive or targeted on specific behaviours by particular groups and/or at specified times.
- 3.3 A PSPO can be in force for any period up to a maximum of three years and can be extended for a further period of up to 3 years at any time before expiry. The PSPO can only be extended if it is considered necessary to prevent the original behaviour from occurring or reoccurring. Before extending a PSPO the original Order should be evaluated. To vary the Order, for example to introduce new restrictions on behaviour or to extend the area covered by the Order, the council is required to conduct further consultation with relevant parties on the proposed variation.

### **4.0 The Current Public Spaces Protection Order**

- 4.1 The Banbury Town Centre PSPO introduced in 2016 contains 3 restrictions on behaviour.

- Consumption of alcohol or possession of an open container of alcohol in the open air in the restricted area.
- Begging in the restricted area.
- Sleeping rough (defined as sleeping in the open air or under a temporary structure) in the restricted area.

The full Order is included in appendix 1 to this paper and the map of the area covered by the Order is in appendix 2.

- 4.2 The PSPO was introduced following an increase in reported complaints and problems relating to begging, drunkenness and rough sleeping in Banbury. Prior to the introduction of the Order Thames Valley Police reported that between July 2014 to February 2016 (19 months) there were-

- 56 reports of begging in Banbury Town Centre.
- 57 reports of drinking and anti-social behaviour.
- 6 reports of rough sleeping.

These figures were based on reports where the police have recorded an incident; they do not include incidents where police officers interact with individuals and take no action or make no record as part of their normal day to day activities. The Executive decision paper at this time also highlighted that there was evidence to

suggest that drug abuse by rough sleepers in the area of St Mary's Church, Peoples Park and the Peoples Church had led to substantial numbers of needle finds in those locations.

- 4.3 A full public consultation was carried out prior to introducing the Order. The outcome of the consultation was:
- 86% of respondents reported seeing anti-social behaviour related to alcohol consumption in Banbury Town Centre in the previous 12 months and 90% supported a PSPO to stop anti-social drinking.
  - 96% of respondents reported seeing begging in Banbury Town Centre in the previous 12 months and 85% supported a PSPO to stop begging.
  - 76% of respondents reported seeing rough sleeping in Banbury Town Centre in the previous 12 months and 80% supported a PSPO to stop rough sleeping.

## 5.0 Evaluation of the Order

- 5.1 Following the commencement of the PSPO in 2016 an educational approach was adopted to advise people about the effect of the Order. During December 2016 31 people were spoken to regarding potential breaches of the Order over 3 days of joint operations with the Police. In 2017, a total of 83 people were warned regarding potential breaches of the Order and 14 persistent offenders were issued with fixed penalty notices (FPNs). In 2018 7 warnings and 1 FPN were issued for breaches of the Order.
- 5.2 During the time in which the Order has been in force, no FPN has been issued for rough sleeping.
- 5.3 To evaluate the Order and assist in determining whether the PSPO should be renewed a public consultation was launched in August and concluded on September 11. This consultation included seeking the specific views of key stakeholders including the Police, Town Council, Banbury BID and drug, alcohol and mental health support agencies. A mailshot was sent to all addresses within the geographic area covered by the Order. In addition, two engagement events were held in the town centre when members of the Community Safety team spoke with members of the public and local businesses in the area. The full analysis on the responses to this consultation is included in appendix 3 to this paper. However, the main headlines are-
- Street drinking: 71% of respondents think street drinking is still a problem in the town centre and 88% want the PSPO to continue to prohibit street drinking in the town centre.
  - Begging: 70% of respondents think begging is still a problem in the town centre and 84% want the PSPO to continue to prohibit begging in the town centre.
  - Rough sleeping: 57% of respondents rough sleeping is still a problem in the town centre (19% do not think it is a problem and 24% do not know) and 68% want the PSPO to continue to prohibit rough sleeping in the town centre.
- 5.4 Key stakeholders were also asked for a narrative comment on the potential renewal of the Order. Responses suggest that consideration needs to be given to extending the Order either in geographic coverage or in relation to the behaviours within the scope of the Order. In particular, the Police commented that they have seen an

increase in busking which falls outside the scope of the current Order. Banbury Town Council commented that they would like the Order extended to incorporate every group of shops in Banbury since they have seen a displacement of begging to these locations.

- 5.5 It is not possible to obtain directly comparable Police data to that collated in advance of introducing the Order. The Police incident data provided as background to the decision to introduce the Order was collected following rising concerns about the issues of begging, drunkenness and rough sleeping in Banbury. Similar data is not collected routinely. However, some data is available from which conclusions may be drawn about the scale of the current issues concerning anti-social behaviour, begging and rough sleeping in Banbury Town Centre.
- 5.6 Between April 2018 and September 2019 (17 months) there were 41 incidents of alcohol related anti-social behaviour recorded in Banbury Town Centre by Thames Valley Police. This compares with 57 reports for the period July 2014 to February 2016 (19 months) before the Order was introduced. In addition, following an increased focus on the areas covered by the PSPO, since May 2019 Thames Valley Police have issued 2 warnings and 7 FPNs relating to begging and 19 warnings and 9 FPNs concerning street drinking.
- 5.7 In addition to the recorded enforcement data summarised above the council's community safety team and the Police will have taken informal action on potential breaches of the Order which will not be recorded (e.g. asking someone to move when they are witnessed sitting on the ground in a known begging location but without any actual begging being witnessed).

## **6.0 Rough Sleeping**

- 6.1 The inclusion of rough sleeping in a PSPO is controversial. The 2019 Cherwell District Council was named in an article in the Guardian which criticised local authorities for including rough sleeping in public spaces protection orders despite guidance advising local authorities not to use these Orders in relation to homelessness. Attempts to enforce the Order in relation to rough sleeping may result in legal challenge.
- 6.2 In December 2017 the statutory guidance<sup>1</sup> on anti-social behaviour powers was amended in relation to rough sleeping. This guidance now states- "Public Spaces Protection Orders should not be used to target people based solely on the fact that they are homeless or rough sleeping, as this in itself is unlikely to mean that their behaviour is having an unreasonably detrimental effect on the community's quality of life which justifies imposing restrictions using a PSPO. Councils may receive complaints about homeless people, but they should consider whether the use of a Public Spaces Protection Order is the appropriate response. These Orders should be used only to address any specific behaviour that is causing a detrimental effect on the community's quality of life which is within the control of the person concerned. Councils should therefore consider carefully the nature of

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<sup>1</sup> Anti-social Behaviour, Crime and Policing Act 2014: Anti-social behaviour powers. Statutory guidance for frontline professionals; *Home Office*, August 2019

any potential Public Spaces Protection Order that may impact on homeless people and rough sleepers.”

- 6.3 The use of PSPO powers by local authorities to address rough sleeping has been challenged by organisations such as Crisis and Liberty. The statutory guidance places an emphasis on tackling problem behaviours that are having a detrimental impact on the local area and not using enforcement powers where the individual has little or no ability to change their circumstances.
- 6.4 In view of the changes to the Government guide on PSPOs, the public consultation on the renewal of the Order proposed that rough sleeping will be removed from the scope of the Order. The views of organisations involved in work related to homelessness and rough sleeping were sought as part of the consultation in order to inform the decision on this point. In general, the responses from organisations such as the Salvation Army, Oxford University Health Trust, Paradigm Housing and the Banbury Beacon Drop-in Centre have not expressed strong views on whether the restriction on rough sleeping should remain in the Order or not. None have reported that they see rough sleeping in the town centre to be a problem. They have, however, recognised that rough sleeping is different to problematic behaviours such as begging and street drinking and emphasised the importance of good support services and pathways for people affected by homelessness.
- 6.5 In terms of support for rough sleepers, the council currently commissions outreach and support services for rough sleepers from Connection Support, an Oxfordshire based voluntary sector organisation. This provides an outreach service 5 days per week to rough sleepers in order to assess needs and help people into supported accommodation that is commissioned by the council or its partners through the Adult Homeless Pathway. The council also grant funds the Beacon Centre in Banbury which provides a drop-in service 4 days per week to rough sleepers and people who are vulnerably housed.
- 6.6 The council also ensures that rough sleepers have accommodation under the Severe Weather Emergency Protocol and are working with providers to look at offering longer term winter beds with potential funding from the Ministry for Housing, Communities and Local Government.
- 6.7 A particularly strong view on the renewal of the PSPO was received from Connections Support. They commented that PSPO made the provision of support of homeless people harder since it moved genuine rough sleepers out of the town so that they had to search a wide area to find them and keep in contact with them. They feel that action against rough sleeping needs differentiate between the genuinely homeless and those who have housing options but choose not to take them or who give the impression of being homeless to support their begging. They also comment that the process of finding accommodation for homeless people can take time and keeping them out of the town centre creates difficulties since they can lose contact.

## **7.0 Views of the Overview and Scrutiny Committee**

- 7.1 On 3 September the Overview and Scrutiny Committee were invited to comment on the potential renewal of the Order. The Committee were in favour of renewing the

Order. However, there was some disagreement as to whether begging should remain within the scope of the Order with the view being expressed by one committee member that this behaviour is not problematic and can be addressed by using powers under the Vagrancy Act. Committee members were also keen to hear the view of drug and alcohol and mental health support agencies in order to determine whether the Order is adversely impacting people with support needs.

- 7.2 Whilst the Vagrancy Act 1824 does still criminalise some behaviours such as begging and rough sleeping, there are some limitations to the use of these provisions. The sanction for breaching the Vagrancy Act 1824 is prosecution only, which may not be an effective deterrent to prevent rough sleeping or begging in Banbury town centre. It also relies on Police action (arrest and charging). Data from the Ministry of Justice shows that between 2007 and 2017 the number of convictions for offences under section 4 of this Act (which includes rough sleeping) fell from 692 to 158. In addition, the Government has committed to reviewing homelessness and rough sleeping legislation, including the Vagrancy Act 1824. This review is expected to report by March 2020<sup>2</sup>.
- 7.3 Thames Valley Police have concerns about relying on the Vagrancy Act to address problematic and wilful rough sleeping or begging. It is frequently difficult to gather the required evidence of aggressive behaviour that would justify prosecution and prosecutions take time to conclude. The outcome, which is normally a small fine, is not an effective deterrent and does not justify the time commitment required to bring a prosecution.

## **8.0 Conclusions and Reasons for Recommendations**

- 8.1 The Executive is recommended to extend the PSPO. The consultation shows a reduction in the proportion of people perceiving the behaviours addressed by the Order to be a problem in the Town Centre and support for continuing with the protection against anti-social behaviour provided by the Order. The decline in the number of warnings and FPNs issued during the period the Order has been in place shows a reduction in the frequency that the Community Wardens and Police are required to take action to address problem behaviours. However, the data also show continuing need for enforcement actions (formal and informal) under the PSPO and continuing reports of alcohol related anti-social behaviour. Based on the evaluation there is a risk that these behaviours escalate should the PSPO cease.
- 8.2 In reaching a decision on whether to renew the Order it will be important to consider the necessity of continuing with the Order and the proportionality of the restrictions it contains. An Equality Impact Assessment has been prepared as part of the decision papers and is included in annex 4.
- 8.3 As stated above, some of the responses to the consultation request that the scope of the Order is widened. This cannot happen as part of the current renewal process since we are required to consult on any proposal to change the Order. As such, in consideration of the responses, it is proposed that we will collate the evidence relating to possible extension of the Order for further review by the Executive at a

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<sup>2</sup> UK Parliament Briefing Note. April 2019. <https://researchbriefings.parliament.uk/ResearchBriefing/Summary/CBP-7836>



later date so that the Executive can decide whether a consultation should be commenced on extending the Order.

- 8.4 Including rough sleeping within the scope of any renewed Order is likely to attract criticism in the media. It may also lead to legal challenge if we seek to prosecute someone for breaching this aspect of the Order. The public consultation generally supported the continued inclusion of restrictions on rough sleeping in the Order. However, the need to do so could be questioned given the lack of enforcement action under the Order relating to rough sleeping and the strong emphasis in the Government guidance. This is supported by views from stakeholders suggesting that the focus should be on support provision and addressing underlying needs rather than enforcement action against those found to be rough sleeping. Connection Support's response suggests that the provision of support is made harder by the PSPO, but it also suggests that removing rough sleeping from the Order could result in an increase in rough sleeping in the town centre.
- 8.5 Cherwell has good provision for the support of anyone rough sleeping but risks reputational damage if the renewed Order includes a further prohibition on rough sleeping. Therefore, it is recommended that the rough sleeping element is removed from the Order if it is renewed.

## **9.0 Alternative Options and Reasons for Rejection**

- 9.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: Do nothing (not renew the Order).

This option is not preferred for two reasons. Firstly, the consultation on the potential renewal of the Order shows public support for it continuing and high levels of public perception that begging, street drinking and rough sleeping continue to be a problem in Banbury Town Centre. Secondly the evaluation of the Order shows that the enforcement options provided by the Order are still being utilised to address anti-social behaviour in the town centre. As such, allowing the Order to cease would be going against public opinion and is likely to result in increased problems of anti-social behaviour in the Town Centre.

Option 2: Renew the Order including the prohibition on rough sleeping.

This option is not preferred since Government Guidance produced since the Order was introduced states that PSPOs should not be used to tackle rough sleeping. In addition, the data on the use of the enforcement options provided by the PSPO shows that the Order is not being used to address rough sleeping in the Town Centre. Whilst the inclusion of rough sleeping in the Order may be a deterrent to rough sleeping in the Town Centre, our supportive approach to assisting rough sleepers provides options to address most rough sleeping problems in the Town Centre.

Option 3: Extend the Order to include new issues or behaviours.

This option is not legally possible at this time. We are required to consult on any increase in the scope of the Order. We have not carried out this consultation as part of the renewal process.

## 10.0 Implications

### Financial Implications

10.1 There are no financial implications arising directly from this report.

Comments checked by: Dominic Oakeshott, Assistant Director Finance (Interim),  
dominic.oakeshott@cherwell-dc.gov.uk

### Legal Implications

10.1 No additional comments to those set out in the report.

Comments checked by: Nick Graham, Director of Law and Governance,  
nick.graham@cherwell-dc.gov.uk

## 11.0 Decision Information

### Key Decision

**Financial Threshold Met:** No

**Community Impact Threshold Met:** No

### Wards Affected

Banbury Cross and Neithrop

### Links to Corporate Plan and Policy Framework

'Clean, green and safe' – Reduce Anti-Social Behaviour, Support Community Safety

### Lead Councillor

Councillor Andrew McHugh, Lead Member for Health and Wellbeing

### Document Information

Appendix No	Title
1	Public Spaces Protection Order
2	Public Spaces Protection Order Map
3	Consultation Outcomes Analysis
4	Equality Impact Assessment
Background Papers	
None	
Report Author	Richard Webb, Assistant Director Regulatory Services and Community Safety
Contact Information	01865 815791 Richard.webb@cherwell-dc.gov.uk

**CHERWELL DISTRICT COUNCIL**

**ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014**

**SECTION 59**

**PUBLIC SPACES PROTECTION ORDER**

Cherwell District Council being satisfied on reasonable grounds that the below detailed activities are carried on in a public space, namely, Banbury Town Centre, outlined red on the attached map ( "the Restricted Area"), and that those activities:-

- Have had a detrimental effect on the quality of life of those in the locality
- Are of a persistent or continuing nature such as to make the activities unreasonable
- Justify the restrictions imposed by this Order

HEREBY MAKES the following Order:

**1. CONSUMING ALCOHOL**

- No person shall consume alcohol or have in their possession an open container of alcohol in the open air within the Restricted Area.

Where a constable or authorised person reasonably believes that you are or have been consuming alcohol, or intend to consume alcohol in breach of this Order a constable or authorised person may require you:-

- Not to consume alcohol or anything which the constable or authorised person reasonably believes to be alcohol;
- To surrender anything in your possession which is, or which the constable or authorised person reasonably believes to be, alcohol or a container for alcohol

The constable or authorised officer may dispose of anything surrendered in whatever way he or she thinks appropriate.

**2. BEGGING**

No person shall beg in the Restricted Area.

**3. SLEEPING ROUGH**

No person shall sleep rough in the Restricted Area. For the purpose of this Order sleeping rough is defined as sleeping in the open air or in/ under a temporary structure.

**PENALTIES**

Any person who without reasonable excuse consumes alcohol in breach of this Order or fails to surrender alcohol to a constable or authorised person in breach of this Order commits an offence and shall be liable on summary conviction to a fine not exceeding £500.

Subject to the above, any person who without reasonable excuse carries on an activity which is prohibited by this Order or fails to comply with a requirement of this Order commits an offence and shall be liable on summary conviction to a fine not exceeding £1000.

**FIXED PENALTY NOTICE**

A constable or authorised person may issue a fixed penalty notice to anyone he or she has reason to believe has committed an offence in relation to this Order. You will have 14 days to pay the fixed penalty of £100.00p. If you pay the fixed penalty within the 14 days you will not be prosecuted. If the fine is paid within 7 days the amount is reduced to £50.00p

**THE PERIOD FOR WHICH THIS ORDER HAS EFFECT**

The Order will take effect from 1 December 2016 until 31 November 2019

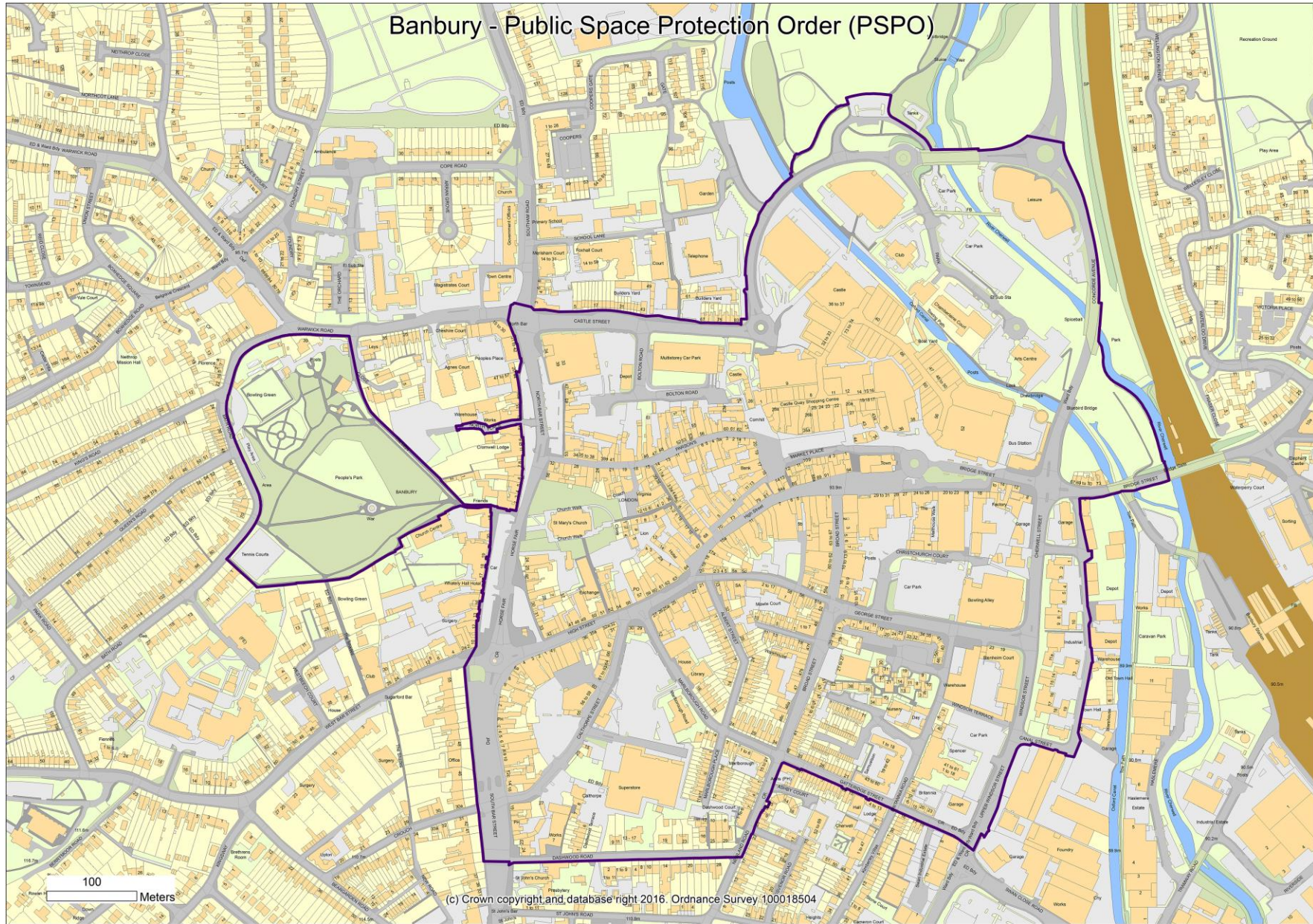
Dated.....

The Common Seal of  
Cherwell District Council  
was affixed in the presence of

.....

Head of Law and Governance

Banbury - Public Space Protection Order (PSPO)



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## Public Spaces Protection Order (PSPO) renewal consultation 2019

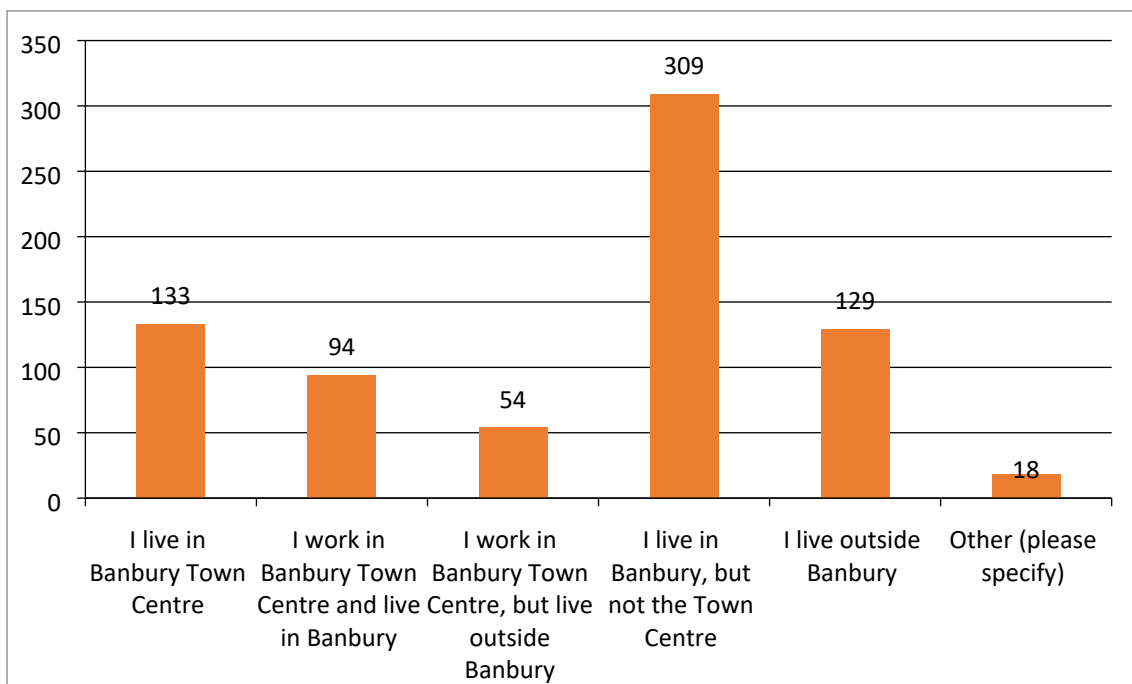
### Overview

- The survey took place between 5<sup>th</sup> August and 11<sup>th</sup> September 2019.
- The survey was carried out primarily online via the link: [https://www.surveymonkey.co.uk/r/PSPO\\_Renewal\\_Consultation](https://www.surveymonkey.co.uk/r/PSPO_Renewal_Consultation) but some submissions were made
- A total of 738 responses were received

### Summary of results

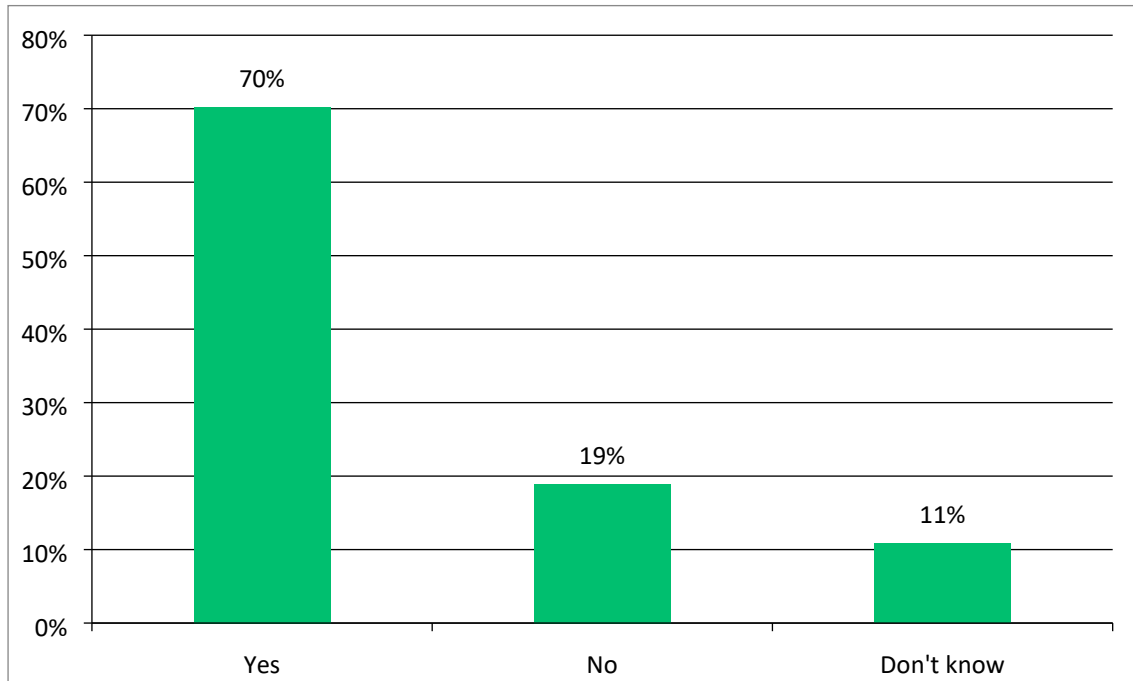
#### Location of respondents:

Total of 737 responses (1 skipped this question)



## Begging

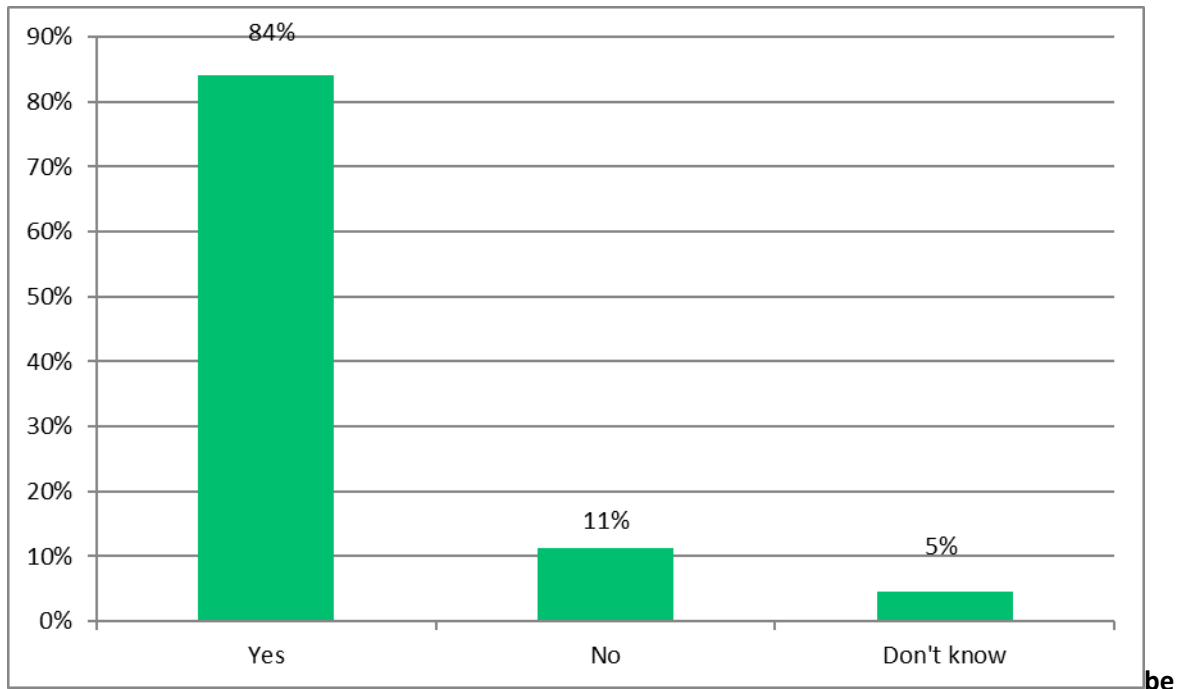
Do you think begging is still a problem in Banbury Town Centre?



- 719 people answered this question (19 skipped this question)
  - 505 said 'yes'
  - 136 said 'no'
  - 78 'didn't know'



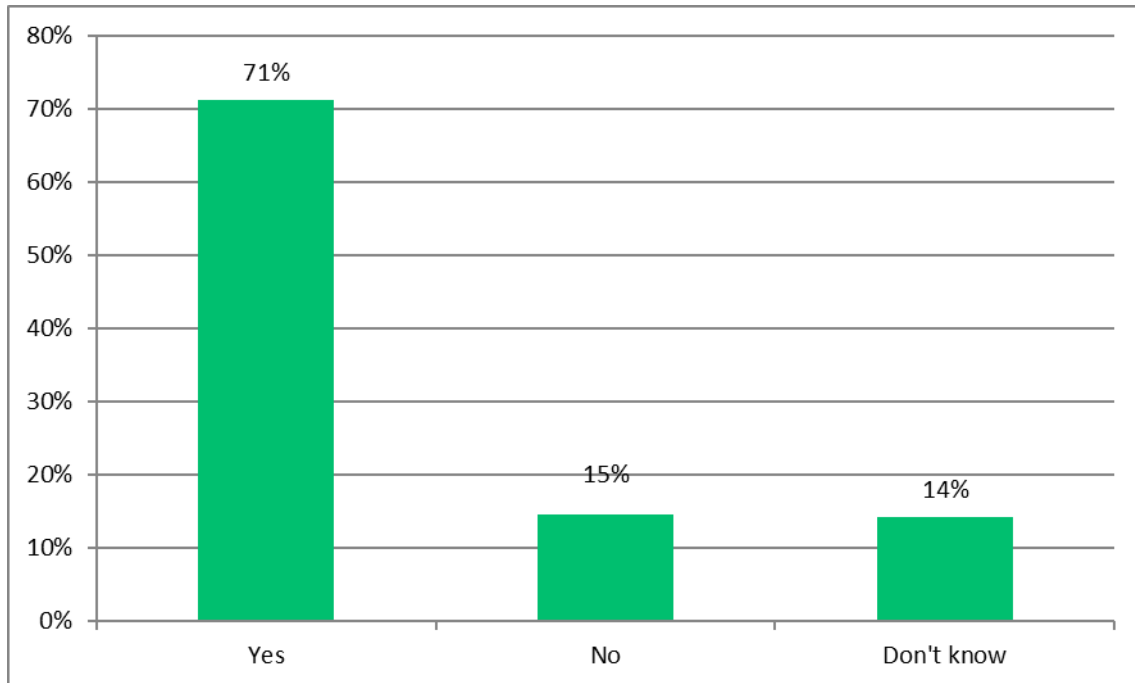
**Should the PSPO renewed to continue to prohibit begging in Banbury Town Centre?**



- 717 people answered this question (21 skipped this question)
  - 603 said 'yes'
  - 81 said 'no'
  - 33 'didn't know'

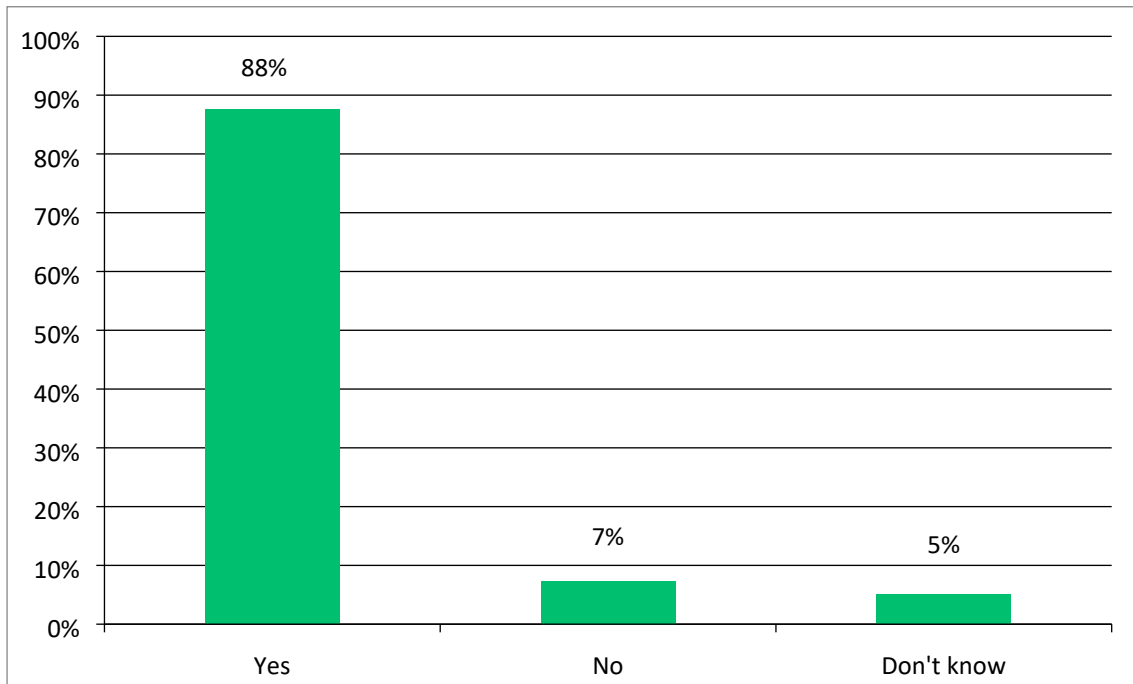
## Street Drinking

Do you think street drinking is still a problem in Banbury Town Centre?



- 710 people answered this question (28 skipped this question)
  - 506 said 'yes'
  - 103 said 'no'
  - 101 'didn't know'

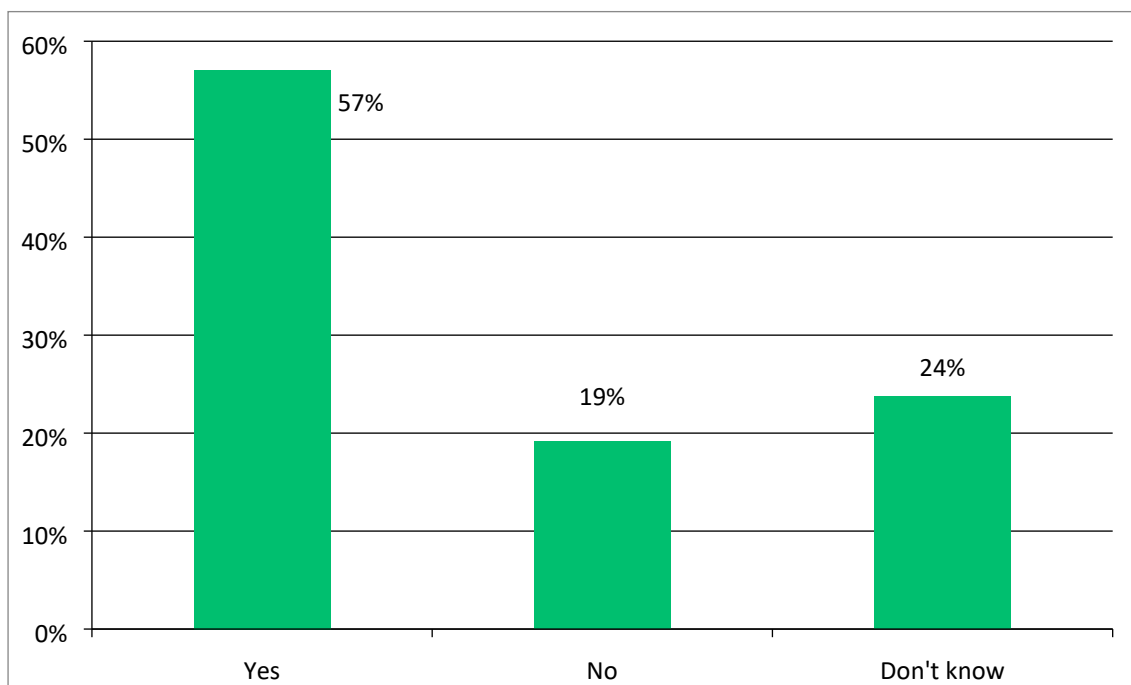
**Should the PSPO renewed to continue to prohibit street drinking in Banbury Town Centre?**



- 707 people answered this question (31 skipped this question)
  - 619 said 'yes'
  - 52 said 'no'
  - 36 'didn't know'

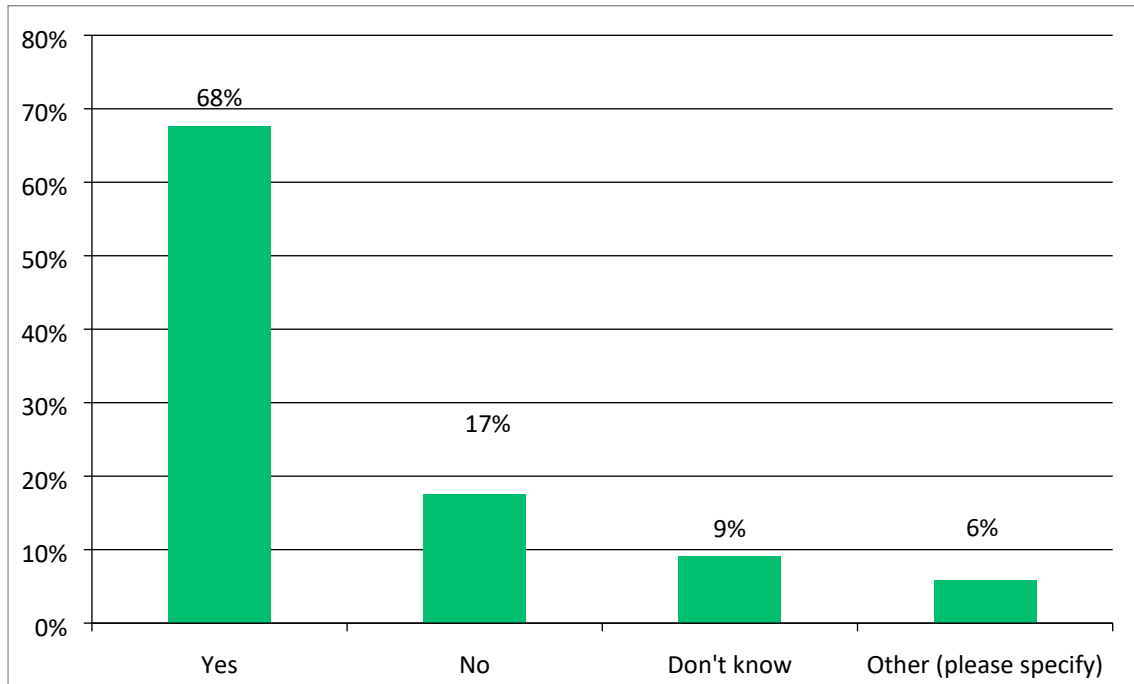
## Rough Sleeping

Do you think rough sleeping is still a problem in Banbury Town Centre?



- 694 people answered this question (44 skipped this question)
  - 396 said 'yes'
  - 133 said 'no'
  - 165 'didn't know'

**Should the PSPO be renewed to continue to prohibit rough sleeping in Banbury Town Centre?**



- 686 people answered this question (52 skipped this question)
  - 464 said 'yes'
  - 120 said 'no'
  - 62 'didn't know'
  - 40 stated 'other'





**EQUALITY IMPACT ASSESSMENT**

**Banbury Town Centre Public Spaces Protection Order (PSPO)**

**Executive – October 2019**

## Equality Impact Assessments

### CONTENTS

APPENDIX 1 STAGE 1 - INITIAL SCREENING DETAILS .....	3
STAGE 1 – INITIAL SCREENING ASSESSMENT .....	4
STAGE 1 – NARRATIVE .....	5



**APPENDIX 1 STAGE 1 - INITIAL SCREENING DETAILS ASSESSING POLICIES AND ACTIVITIES - GUIDANCE FOR STAFF**

Notes:

1. As a result of this exercise, you will have checked that your policy or activity does not have adverse impact on equality groups and you will have identified relevant action that you need to take, and the likely costs/resources associated with any improvement. The equality groups covered are at present: Disability, Gender Reassignment, Pregnancy and Maternity, Race, Religion or Belief, Sex, Sexual Orientation, Age & Marriage or Civil Partnership.

**Note. This is not simply a paper exercise - it is designed to make sure that your policy or activity is delivered fairly and effectively to all sections of our local community.**

2. Please note that the Council is required to publish the results of these assessments, and updates, therefore **your completed Appendices may be public documents.**
3. Appendix 1 questionnaire (**to be completed for each relevant Strategy, Policy or Service Development**) is for use regardless of whether your policy or activity is aimed at external customers or internal staff.

Please tick/delete as appropriate: Is this EIA for a,

<b>Strategy</b>		<b>New/Existing</b>	<input checked="" type="checkbox"/>
<b>Policy</b>	<input checked="" type="checkbox"/>	<b>New</b>	<input type="checkbox"/>
<b>Service Development</b>	<input type="checkbox"/>	<b>New/Existing</b>	<input type="checkbox"/>

**Name of Strategy, Policy or Service Development:** Banbury Town Centre Public Spaces Protection Order (PSPO)

**AIMS, OBJECTIVES & PURPOSE OF THE POLICY OR ACTIVITY:**

To propose the renewing of a Public Spaces Protection Order (PSPO) in Banbury Town centre to prevent the detrimental effect of begging, drinking and sleeping rough on those who reside, work and visit the town centre.

**PLEASE LIST THE MAIN STAKEHOLDERS/BENEFICIARIES IN TERMS OF THE RECIPIENTS OF THE ACTIVITY OR THE TARGET GROUP AT WHOM THE POLICY IS AIMED:**

The Banbury Town Centre community, including those who work in and visit the town.

**IF THE ACTIVITY IS PROVIDED BY ANOTHER DEPARTMENT, ORGANISATION, PARTNERSHIP OR AGENCY ON BEHALF OF THE AUTHORITY, PLEASE GIVE THE NAMES OF THESE ORGANISATIONS/AGENCIES:**

Cherwell District Council and Thames Valley Police

**LEAD OFFICER:** Richard Webb  
**SERVICE AREA:** Regulatory Services and Community Safety  
**ASSESSMENT DATE:** 23/10/2019

**TEL:** 01295 221932  
**DIRECTORATE:** Environment  
**ASSESSMENT REVIEW DATE:** 23/10/2020

## STAGE 1 – INITIAL SCREENING ASSESSMENT

Q	Screening Questions	Y/N
1.	Does the policy or activity knowingly prevent us in anyway from meeting our statutory equality duties under the 2010 Equality Act?	N
2	Is there any evidence that any part of the proposed policy or activity could discriminate unlawfully, directly or indirectly, against particular equality groups?	N
3	Is there any evidence that information about the policy or activity is not accessible to any equality groups?	N
4	Has the Council received any complaints about the policy or activity under review, in respect of equality issues?	N
5	Have there been any recommendations in this area arising from, for example, internal/external audits or scrutiny reports?	N
6	Will the proposed policy or activity have negative consequences for people we employ, partner or contract with?	N
7	This Strategy, Policy or Service Development has an impact on other council services i.e. Customer Services and those services have not yet been consulted.	N
8	Will there be a negative impact on any equality groups? If so please provide brief details below.	
	Equality Impact:                      Evidence:	
	Disability	N
	Gender Reassignment	N
	Pregnancy & Maternity	N
	Race	N
	Religion or Belief	N
	Sex	N
	Sexual Orientation	N
	Age	N
	Marriage & Civil Partnership	N
9	Is the proposed policy or activity likely to have a negative affect on our relations with certain equality groups or local community? If so please explain.	N
10	There has been no consultation with equality groups about this policy or activity? Answer yes if you agree with this statement. If there has been consultation, please list the equality groups you have consulted with: Public Consultation via on-line survey, engagement events in the town centre and mailshot to all addresses in the affected area.	N
11	Has this assessment missed opportunities to promote equality of opportunity and positive attitudes?	N
12	The Council has not paid due regard to rights of the freedom of expression and assembly as per the Human Rights Act.	N

Please detail below your evidence which has determined whether you have answered either Yes or No to the initial screening questions.

Screening Questions	Screening Narrative
Does the policy or activity knowingly prevent us in any way from meeting our statutory equality duties under the 2010 Equality Act?	No, renewal of the PSPO does not impact on the Council meeting its statutory duties under the Equality Act 2010.
Is there any evidence that any part of the proposed policy or activity could discriminate unlawfully, directly or indirectly, against particular equality groups?	<p>The Order has been in effect for 3 years without any evidence of discrimination being identified.</p> <p>This order will affect only those that breach the order specifically, begging which is a criminal offence, rough sleeping and drinking alcohol in the prohibited area.</p> <p>This order is pertinent to the community as a whole, no specific groups are affected.</p> <p>With regard to rough sleeping and homelessness individuals have the legal right to make a formal homeless application so the local authority can assess what, if any, statutory duties may be owed to them and what support can be provided. Only those who are deemed to be in 'priority need' as defined by the legislation are owed statutory emergency accommodation duties.</p> <p>For those who are not owed statutory accommodation duties the authority there is emergency provision via the Oxfordshire Homeless Pathway. Preference for access to the pathway is for those who are verified as rough sleeping and in order to comply with this Cherwell fund an Outreach Team who engage with anyone identified as rough sleeping. Once an individual's circumstances are verified they are advised of their options and the appropriate referrals are made.</p> <p>The Outreach Team also keep track of 'entrenched' rough sleepers who may previously have refused offers to enter services. Should these individuals change their minds referrals can then be made quickly.</p>
Is there any evidence that information about the policy or activity is not accessible to any equality groups?	The order will be communicated via the Cherwell District Council website and social media sites, local press, Thames Valley Police website, on street signage and physical officer presence. The Order has been in place for 3 years already and therefore renewing the Order does not introduce new restrictions or requirements.
Has the Council received any complaints about the policy or activity under review, in respect of equality issues?	No, no formal complaints regarding the potential PSPO have been received.
Have there been any recommendations in this area arising from, for example, internal/external audits or scrutiny reports?	No, no recommendations regarding the potential PSPO have been received.

Will the proposed policy or activity have negative consequences for people we employ, partner or contract with?	No. The PSPO (if renewed) will continue to provide the Police and the Council with the opportunity to tackle anti-social behaviour and criminality in the day and night time economies.
This Strategy, Policy or Service Development has an impact on other council services i.e. Customer Services and those services have not yet been consulted.	Relevant services within the council have been consulted. The bulk of the enforcement will fall upon the local police and the Community Safety team. Housing Services are in support of the PSPO continuing.
Will there be a negative impact on any equality groups?	This order will not affect those who fall within the Protected Characteristics identified within the Equality Act 2010 unless they breach the PSPO.
Is the proposed policy or activity likely to have a negative effect on our relations with certain equality groups or local community? If so, please explain.	No, this order will not affect those who fall within the Protected Characteristics identified within the Equality Act 2010 unless they breach the PSPO. The results of the public consultation indicate a greater than 80% support for the continuation of the begging and street drinking elements of the order and a greater than 60% support for the rough sleeping element of the order.
There has been no consultation with equality groups about this policy or activity? Answer yes if you agree with this statement. If there has been consultation, please list the equality groups you have consulted with:	The council conducted a wide public consultation for a period of 6 weeks including those who work, reside and visit the Banbury Town Centre. The consultation also included Thames Valley Police and local religious, community and homelessness organisations. It also included the organisations involved in supporting people who are, or may be, rough sleeping.
Has this assessment missed opportunities to promote equality of opportunity and positive attitudes?	No, the initial order included a working panel to discuss and inform the construction of the proposed order seeking advice from key professionals including legal, consultation, equalities, housing needs, safeguarding, community engagement and Thames Valley Police.  The proposed renewal was circulated for consultation to all interested and relevant parties.
The Council has not paid due regard to the rights of the freedom of expression and assembly as per the Human Rights Act.	Those who wish to express their opinions in a public forum or assemble for a lawful protest will not be affected by this order.

### Declaration

I am satisfied that an initial screening has been carried out on this policy or activity and an In Depth (Full) Equality Impact Assessment is not required. I understand that the EIA is required by the Council and take responsibility for the completion and quality of this assessment.

Completed by: **Steve Johnson**

Date: **23/10/2019**

Countersigned by Assistant Director: **Richard Webb**

Date: **24/10/19**



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## Cherwell District Council

### Executive

4 November 2019

<p><b>Proposal to Extend Cherwell District Council's Participation in Refugee Resettlement</b></p>
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## Report of Assistant Director Housing and Social Care Commissioning

This report is public

### Purpose of report

To provide an update on Cherwell District Council's participation in the Government's Vulnerable Person's Relocation Scheme (VPRS) and agree to participate in the new global scheme by resettling a further 6 families from April 2020 onwards.

### 1.0 Recommendations

The meeting is recommended:

- 1.1 To support Cherwell District Council's participation in the new global scheme which begins in April 2020.
- 1.2 To accept a further 6 families for resettlement under the new scheme.

### 2.0 Introduction

- 2.1 On 17 June 2019 the UK Government announced plans for a new resettlement scheme beginning April 2020. The new scheme will be open to refugees identified by the United Nations High Commission for Refugees (UNHCR) as needing resettlement to the UK regardless of their origin. The new scheme will consolidate 3 existing programmes; the Vulnerable Persons Relocation Scheme (VPRS – supporting refugees affected by the conflict in Syria), the Vulnerable Children's Resettlement Scheme (VCRS – supporting vulnerable children and their families from the Middle East North Africa region) and the gateway protection programme.
- 2.2 The UK plans to resettle 5,000 refugees in the first year of the new scheme and has asked local authorities to participate on a voluntary basis. There has been no information to say whether the scheme will run beyond the one year committed and we expect further announcements to be made in 2020.

- 2.3 The new scheme is a continuation of the current programme with arrivals expected to start once the VPRS scheme is completed in Spring 2020.
- 2.4 The funding package available under the new scheme will mirror that currently paid under the VPRS and means Cherwell will receive a five-year tariff for each refugee resettled in the district. Additional funding is also available for education needs for children aged 3-18 years in the first year of arrival. Additional funding will also be made available for exceptional costs incurred by local authorities.

### **3.0 Report Details**

- 3.1 Cherwell District Council has pledged to resettle 12 families under the existing scheme and is on track to have all families resettled by the end of March 2020.

#### **Oxfordshire**

- 3.2 All Oxfordshire district/city councils have participated in the VPRS and have resettled the following numbers of families:

Oxford City	30
West	6
South	2
Vale of White Horse	6

- 3.3 We understand that the other Oxfordshire District/City Councils are also considering whether they will participate in the new scheme.

#### **Housing**

- 3.4 Accommodation in Cherwell has been secured for the families within the private rented sector. To date 10 properties have been secured with 9 families resettled into the district. The 10th family is due to arrive November 2019.
- 3.5 We have been able to secure some properties at Local Housing Allowance (LHA) rates (6 out of the 10 properties sourced). This has been possible as a result of socially minded landlords who have an interest in the scheme. One such example is a property in Bicester. The Churches in Bicester Group worked collectively to raise money to purchase a property specifically for a refugee family. This property is rented at LHA rates for the 5-year period.
- 3.6 Some properties have needed to be secured above the local housing allowance rates with shortfalls being paid from Home Office funding.
- 3.7 CDC has secured accommodation by funding all initial property costs; 12 months' rent in advance, a £1,000 finder's fee, up to 8 weeks void costs and now a 10-week cashless deposit bond. All property costs come from the Home Office funding with Housing Benefit/Universal Credit housing costs reclaimed via the family after they arrive.



## **Support**

- 3.8 CDC has contracted Connection Support to provide a phased programme of support in the first year of each family's arrival. Phase 1 (2 weeks) covers intensive resettlement work to support families to register with services and apply for all eligible assistance. In Phase 2 (50 weeks) floating support is provided to help families attend appointments, language classes and sustain their tenancy.
- 3.9 Families continue to receive support beyond the first year but due to all families being at different stages of becoming independent and integrating into their communities the support in their 2nd year is flexible based upon their support needs. The emphasis of the support is to help families to:
- Access mainstream services independently
  - Maintain their accommodation
  - Integrate into their local communities
  - Access formal and informal ESOL
  - Access employment and training opportunities
- 3.10 An Evaluation Questionnaire has recently been sent to all adults receiving a Year 2 support service to identify any gaps in service provision. All 11 adults asked took part in the survey. Of the 11 asked, 10 adults (91%) were very satisfied with the service. When asked for reasons for their answers, some of the responses were as follows:
- "Very good support with the paperwork. We received big support for the kids."*
- "Good help and support."*
- "They are kind and helpful."*
- "They have fulfilled all our requirements. They helped as much as possible."*
- "They are not available all the time or when we need help and support."*
- 3.11 Families who have entered Year 3 are also continuing to be supported by Connection Support.
- 3.12 All costs incurred for providing the support to families are covered by the funding received from the Home Office.

## **Community Engagement**

- 3.13 The community has played a significant role in the success of the scheme in Cherwell.
- 3.14 A quarterly newsletter is circulated to a mailing list of residents who have expressed an interest in being kept up to date on work taking place within the district, whilst maintaining families' anonymity.
- 3.15 Connection Support has a Volunteer Coordinator whose role includes recruiting volunteers to support families to resettle. Skilled volunteers are utilised to teach

informal ESOL to those adult members whose health needs and childcare needs prevent them from accessing class-based learning. Connection Support also co-ordinate churches and community groups to adopt rooms within secured accommodation to ensure the property is suitably furnished prior to a families' arrival.

## **Partnerships**

3.16 The success of the scheme in Cherwell has also been as a result of strong partnership working with other agencies including:

- Oxfordshire County Council: lead agency for both adult and children's social care and school admissions.
- Oxfordshire Clinical Commissioning Group: decide whether a family can be accepted depending on resources being available to meet any identified health needs.
- Thames Valley Police: Neighbourhood Team identify any issues that may put a family at risk; meet the family within the first two weeks of arrival.
- Job Centre Plus: assist families to apply for benefits on arrival and provide the Work & Health Programme.
- EMBS, Banbury College and City of Oxford College: provide pre-entry and accredited ESOL in Banbury and Oxford City.
- Activate Learning: provide pre-entry Employment Training course for adults.
- Fire Safety: meet the family within 2 weeks of arrival to explain fire safety in the home.
- NHS: meet the family within 2 weeks of arrival to explain health system in the UK.
- Red Cross: meet the family soon after arrival to explain the family tracing service offered.
- South East Strategic Partnership for Migration
- Local Community/Voluntary sector and Faith Groups

3.17 The current scheme has been very successful with outcomes as follows:

- 3 out of 19 adults are in employment
- 4 adults are in voluntary work
- 2 adults are working towards teaching qualifications and are studying at college
- 2 young adults are in college
- All adults are accessing ESOL, English conversation classes, 1-1 English classes at home or informal English lessons provided by qualified volunteer English teachers and improving their English language skills
- All children have settled in school or nursery placements and children have accessed summer school camps and community activities.
- All families have participated in community events and become active members of their local community.
- All families have linked with other VPRS families across Oxfordshire forming friendships across the county.
- 1 child won the Young Writers award; this work has since been published.
- 1 child achieved the Duke of Edinburgh Award.
- 3 adults are engaging with the Pre-Employment Training Course for non-English speakers at Banbury College, facilitated by Activate Learning.

## **4.0 Conclusion and Reasons for Recommendations**

- 4.1 CDC is on track to meet the pledge of resettling 12 VPRS families by March 2020.
- 4.2 The number of people resettled in Britain since the start of the scheme is 17,051 (Refugee Council). According to the most recently published statistics, in the South East 1,599 people have been resettled.
- 4.3 The support provided to arriving families under the new scheme will need to be flexible according to the nationalities of arriving families. We currently provide a resettlement service to Arabic speaking refugees only. The new service will need to reflect the diversity of the families accepted and respond to diverse cultural needs. The Home Office will work closely with Strategic Migration Partnerships (SMPs) and local authorities to match refugees to areas that have the appropriate resources to support those resettled.
- 4.4 CDC is in a good position to accept 6 more families under the new scheme, given our ability to source accommodation and appropriate support services. There are established support networks and partnerships across the county all well placed to support additional families as they move in to private rented sector accommodation.

## **5.0 Consultation**

- 5.1 All adults receiving a Year 2 support service were asked to complete a short survey about the support they had received to resettle in the district, access to ESOL, employment, voluntary work and community participation. The feedback overall was extremely positive with almost all adults reporting they were “very satisfied” with the support service.

## **6.0 Alternative Options and Reasons for Rejection**

- 6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: To not participate in the scheme. If this option is chosen there could be negative criticism from local residents who have been largely supportive of CDC’s participation to date and negative media coverage could result. More importantly fewer vulnerable families would be helped to resettle in a safe environment that supports their recovery from conflict and trauma.

Option 2: To increase the number of refugee families to more than the 6 recommended. Cherwell is in a good position to accept a further 6 families based on the availability of private rented sector accommodation and the infrastructure we have in place to support refugees. This number can always be reviewed in future.

## 7.0 Implications

### Financial and Resource Implications

- 7.1 It is anticipated that this service will be delivered at no net cost to the council. The scheme costs will be covered by the Home Office funding.
- 7.2 The worker overseeing the current VPRS service is employed on a fixed term 2-year contract which is due to end 1 March 2021. Consideration will need to be given to the resources needed for the new scheme.

Comments checked by:

Kelly Wheeler, Business Partner, 01295 225170,

[Kelly.wheeler@cherwell-dc.gov.uk](mailto:Kelly.wheeler@cherwell-dc.gov.uk)

### Legal Implications

- 7.3 Government grant is invariably provided subject to conditions as to its use, and failure to meet those conditions often entitles the grant provider to demand repayment of some or all of the grant received, and so the Council will need to meet its contractual obligations under the new scheme as specified by the Home Office.

Comments checked by:

Richard Hawtin, Team Leader – Non-contentious, Tel: 01295 221695, email:

[Richard.hawtin@cherwell-dc.gov.uk](mailto:Richard.hawtin@cherwell-dc.gov.uk)

### 7.4 Risk Implications

There are a number of risk implications when delivering this scheme that will need to be managed by the council.

These are:

- Public opinion can vary. Some residents may question resettlement schemes and believe that refugees are being given preferential treatment. Others may feel that we should do more.
- The cost of accommodating refugees in private rented accommodation is high and may be unsustainable for families in the long-term. Top-ups are currently met by the Home Office funding and there is active planning to meet future housing needs in order to mitigate this risk.

These risks will be managed through the operational risk register and escalated to the corporate risk register as and when necessary.

Comments checked by:

Louise Tustian, Acting Performance and Communications Manager 01295 221786

[Louise.tustian@cherwell-dc.gov.uk](mailto:Louise.tustian@cherwell-dc.gov.uk)

## 8.0 Decision Information

### Key Decision

Financial Threshold Met: No

Community Impact Threshold Met: No

### Wards Affected

All

### Links to Corporate Plan and Policy Framework

Thriving Communities and Wellbeing – Support and Safeguard Vulnerable People

### Lead Councillor

Councillor John Donaldson, Lead Member for Housing

### Document Information

Appendix No	Title
None	
Background Papers	
None	
Report Author	Lise Jamieson Vulnerable Persons Relocation Scheme Project Manager
Contact Information	<a href="mailto:Lise.jamieson@cherwell-dc.gov.uk">Lise.jamieson@cherwell-dc.gov.uk</a> 01295 753766

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## Cherwell District Council

### Executive

4 November 2019

#### Council Tax Discount Scheme across Oxfordshire District Councils and Oxfordshire County Councils

#### Report of Executive Director Finance (Interim)

This report is public

#### Purpose of report

To provide members with a draft policy proposing a Council Tax Discount Scheme for Care Leavers from April 2020.

#### 1.0 Recommendations

The meeting is recommended:

- 1.1 To approve that Care Leavers are determined as a class for the purpose of Section 13A(1)c of The Local Government Finance Act 1992.
- 1.2 To approve the implementation of a Council Tax Discount for Care Leavers from 1 April 2020.
- 1.3 To approve the Memorandum of Understanding as an agreement between the Oxfordshire Authorities to share the financial commitment to support care Leavers
- 1.4 To seek a decision as to whether the Authorities should approach Thames Valley Police and town and parish councils to make a financial contribution proportionate to their precepts.

#### 2.0 Introduction

- 2.1 The government made recommendations in its Care Leavers Strategy “Keep on Caring” published in July 2016, that local authorities should consider exempting care leavers from Council tax, using their discretionary powers under Section 13A of the Local Government Finance Act 1992.
- 2.2 Many councils have since introduced discounts for care leavers, including Oxfordshire’s neighbours, the 6 Gloucestershire District Councils (billing authorities) and Gloucestershire County Council, who worked together to agree a common Council Tax discount for Care Leavers from April 2019.

- 2.3 Oxfordshire County Council has worked to agree similar arrangements with the 5 District Councils in Oxfordshire.
- 2.4 Discounts made using this power must be funded by the billing authority. Oxfordshire County Council and precept partners will accept their proportions of the financial liability, in the same proportions as the Council Tax Reduction Scheme (approximately 7% for Cherwell District Council).

### **3.0 Report Details**

#### **Eligibility Criteria**

##### **18 to 21-year olds**

- 3.1 The care leaver discretionary discount will be awarded after statutory discounts, exemptions, disability discount and local Council Tax Reduction have been applied. This will also include accounts where a care leaver is jointly and severally liable others.
- 3.2 The discount for care leavers aged 18-21 years old will ensure that any gap between their eligible discounts under their local authority's CTRS and the individual's liability for council tax will equate to 100% reduction, in all cases.
- 3.3 A care leaver, for the purpose of this policy, is defined as a young person aged 18 – 21 who was formerly a child in the care of Oxfordshire County Council and then became a 'Former Relevant Child' as defined by The Children (Leaving Care) Act 2000. To be eligible for a discount of Council Tax under the proposed scheme, the Care Leaver must be resident and liable for council tax on a property within Oxfordshire.
- 3.4 The care leaver must be the liable person for council tax, either solely or jointly and severally with other(s), at the dwelling in respect of which the application is made. The council tax bill must be in their name.
- 3.5 Where a care leaver lives in a House of Multiple Occupation (HMO) or other property where they are not the Council Tax payer no discount will be awarded.
- 3.6 The Care Leavers discount will apply to occupied properties only.
- 3.7 Confirmation that a claimant is an Oxfordshire County Council Former Relevant Child must be received from the County Council's Leaving Care team.

##### **21-25 year olds**

- 3.8 In the interests of young adults gradually progressing to a full independence from 21 to 25 years of age, care leavers will be means tested for CTRS with no automatic discount applied in addition to CTRS. However, where the individual's financial liability for Council Tax is judged to be unmanageable due to their specific circumstances and vulnerabilities, a written statement by their personal advisor or social worker from Oxfordshire County Council, with statutory responsibility, can be provided to justify the case for the S13A care leaver's discount to apply for the



whole (or remainder) of that financial year. The discount will be subject to annual written statement and review, up to the individual's 25<sup>th</sup> Birthday,

### **Oxfordshire County Council care leavers resident outside of Oxon**

- 3.9 It is proposed that where Oxfordshire care leavers are living outside the county, Oxfordshire County Council negotiates on a case-by-case basis for that individual's access to reductions or discounts. Advocating for the young person to gain complete reduction of council tax wherever possible has been implemented as standard practice within the personal advisor's role.

### **Application Process**

- 3.10 Oxfordshire County Council's Leaving Care team will seek consent from care leavers to provide information confirming the name, address and date of birth of care leavers living in Oxfordshire who will qualify for the discount to billing authorities.
- 3.11 A care leaver discount may also be awarded where the following information is provided, and care leaver status has been verified with Oxfordshire County Council's Leaving Care team.
- Full name
  - Date of Birth
  - Current address
  - Details of any other adults in the property and relationship to them
  - Details of any circumstances that would be relevant to entitlement to legislative discounts, disregards or exemptions
  - Contact details
  - Name of Leaving Care Worker if known.
- 3.12 Awards will be made directly by a discount in Council tax liability and notification of the discount being awarded will be by the way of the Council Tax bill.
- 3.13 The billing authority will undertake periodic reviews appropriate to the individual circumstances of each case.
- 3.14 The care leaver (or his/her appointee or a recognised third party acting on his/her behalf) must advise their billing authority of any change in circumstances which may affect entitlement to the discount within 21 days of the change occurring.
- 3.15 Any overpaid Care Leaver discount will be reclaimed through the relevant Council Tax account and collected and recovered under Council Tax (Administration and Enforcement) Regulations 1992.
- 3.16 It is Oxfordshire County Council's Leaving Care team's responsibility to support individual care leavers to access all their Council Tax Reduction entitlements, with their consent.

## **Financial Implications for Billing Authorities**

- 3.17 Local Authorities are required to fund any Section 13A discounts in full, however by the local agreement Oxfordshire County Council commits to contribute to their share of discounts.
- 3.18 The cost of awarding care leaver discounts would depend both on the number of care leavers liable for Council Tax and their meeting the eligibility criteria.
- 3.19 The total indicative costs of the proposed scheme on Oxfordshire authorities naturally vary from district to district.
- 3.20 At this stage only estimated data exists on how many care leavers might be expected to qualify for a discount. Although Oxfordshire County Council is currently responsible for over 400 care leavers, the proportion who are liable for Council Tax living in the county is low, due to:
- The range of placements which do not entail Council Tax liability: family, friends, renting from landlords who are liable, staying with foster carers.
  - Their education, employment or training status which exempts them
  - Having moved out of county
- 3.21 An indicative estimate of the financial implication of this policy is shown at Appendix A of this report and is based solely on Council Tax data available for 2018-2019. It is dependent on which band(s) of property the potential qualifying cases will be resident in as to how much it might cost the relevant district and County Council. The financial impact is therefore expected to be minimal.

## **Review of decision/backdating**

- 3.22 The Care Leavers discount scheme is administered in accordance with the Local Government Finance Act 1992 and is subject to a statutory appeals process. If the applicant disagrees with the decision, they must put this in writing giving their reasons. This should normally be received within one month of the date of the decision although more time can be given in exceptional circumstances.
- 3.23 If a decision is challenged a reconsideration will be made by the billing authority. The applicant will then be notified of the reconsideration which will clearly state the reasons for the decision made.
- 3.24 If the applicant remains dissatisfied with the decision, an appeal may be made to the independent Valuation Tribunal. Details on this process will be notified to the applicant with the outcome of any previous reviews of the decisions.
- 3.25 The billing authority will accept applications backdated to the beginning of the financial year, or to the date the care leaver became responsible for Council tax so long as the date is not more than 12 months prior to the date of application. The Care Leaver discount cannot be awarded prior to 1<sup>st</sup> April 2020.

## **4.0 Conclusion and Reasons for Recommendations**

- 4.1 Local Authorities have been recommended to consider exempting care leavers from Council Tax using existing discretionary powers under Section 13A of the Local Government Finance Act.
- 4.2 Members are asked to approve the implementation of a Council Tax Discount for Care Leavers from 1 April 2020 and the associated policy and Memorandum of Understanding.

## **5.0 Consultation**

A report has been received by Oxfordshire Chief Executives Group

## **6.0 Alternative Options and Reasons for Rejection**

- 6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: To not agree the proposed scheme. This would have a potential reputational risk for the authority and have an impact on some of our most vulnerable residents.

## **7.0 Implications**

### **Financial and Resource Implications**

- 7.1 The financial consequences for the Council are contained in the attached appendix A which highlight a small cost to the Council for individuals supported within the system. The impact on the authorities shown will be managed via the Collection Fund. The arrangement of supporting the individual via both this discount and the local Council Tax Reduction Scheme is positive and encourages the supported individuals, maximising the use of local resources.

Comments checked by:

Dominic Oakeshott, Assistant Director Finance (Interim), 07920 283473,  
[dominc.oakeshott@cherwell-dc.gov.uk](mailto:dominc.oakeshott@cherwell-dc.gov.uk)

### **Legal Implications**

- 7.2 Billing authorities have discretion under Section 13A(1)c of the Local Government Finance Act 1992 to reduce the amount of Council Tax payable for individuals, or for classes of Council Tax payers. It allows the Council to reduce the amount payable after all statutory discounts and exemptions and local Council Tax Reduction. This includes the power to reduce the amount payable to nil.
- 7.3 This provision is separate to and distinct from the Council Tax Reduction Scheme which is made under Section 13A(1)a of the Local Government Finance Act 1992.

Comments checked by:  
Chris Mace, Solicitor, 01295 221808, [christopher.mace@cherwell-dc.gov.uk](mailto:christopher.mace@cherwell-dc.gov.uk)

## 8.0 Decision Information

### Key Decision

**Financial Threshold Met:** Not applicable

**Community Impact Threshold Met:** Not applicable

### Wards Affected

All

### Links to Corporate Plan and Policy Framework

This links to the Council's priority of sound budgets and a customer focused Council

### Lead Councillor

Councillor Tony Ilott Lead Member for Financial Management and Governance

## Document Information

Appendix No	Title
A	Table of estimated financial implications and liability split
B	Memorandum of understanding
C	Care Leaver Discount Policy
<b>Background Papers</b>	
None	
<b>Report Author</b>	Belinda Green (Operations Director CSN Resources )
<b>Contact Information</b>	Belinda Green: 01327 322182 <a href="mailto:Belinda.green@csnresources.co.uk">Belinda.green@csnresources.co.uk</a>

## Appendix A

Oxford City: Based on 5% having a liability taken from a random sample of 15% of the cohort of 160 YP. Calculated on band D.  
 CT post-CTS awarded - assumed as liable for 100% of band D, but in practice are likely to be eligible for partial discount, which would bring this figure down.

District	No. of CT Accounts	No. in receipt of CTS	No. aged 18-21	No. aged 22+	CT Liability (pre-CTS) 2019/2020	CTS awarded 2019/2020	CT post CTS awarded 2019/2020	County Liability	District Liability	Police	Town/Parish
SODC	9	6	9	0	£11,030.31	£6,347.46	£4,682.85	£3,652.62	£280.97	£515.11	£234.14
VOWH	7	3	7	0	£7,843.58	£2,416.24	£5,427.34	£4,233.33	£379.91	£597.01	£217.09
Cherwell DC	7	4	4	3	£4,694.11	£3,780.85	£913.26	£696.82	£61.19	£97.72	£54.80
WODC	5	5	5	0	£5,364.75	£4,654.94	£709.81	£561.36	£37.98	£78.84	£31.63
Oxford City	Est 5%	Est 5%	8		£15,908.40		£15,908.40 (max)	£11,756.31	£2,513.53	£1,654.47	£0.00
<b>TOTAL</b>			<b>33</b>	<b>3</b>	<b>£44,841.15</b>	<b>£17,199.49</b>	<b>£27,641.66</b>	<b>£20,900.44</b>	<b>£3,273.58</b>	<b>£2,943.15</b>	<b>£537.66</b>

## Appendix B

### COUNCIL TAX DISCOUNT FOR CARE LEAVERS

#### MEMORANDUM OF UNDERSTANDING AMONGST COUNCIL TAX BILLING AUTHORITIES AND THE MAJOR PRECEPTORS

1. Oxfordshire councils (being Oxfordshire County Council and the five Oxfordshire District Councils) understand that the transition out of care for young people can be very problematic. Without the support of a family and being inexperienced in managing their own finances, care leavers can be more susceptible to falling into debt. Therefore, each billing authority has agreed to give financial support to these young people by giving additional relief, on top of any other reliefs that may be available, to those leaving care by reducing their net liability for council tax to zero until age 21, and in certain circumstances until age 25, with effect from 1 April 2020.
2. This document sets out the process by which Oxfordshire's care leavers will be given council tax relief, and how the costs of such relief will be shared amongst council tax billing and the major precepting authorities in Oxfordshire.
3. Under Section 13A(1-3) of the Local Government Finance Act 1992 (as amended), a billing authority has the power to reduce liability for Council Tax in relation to individual cases or class(es) of cases that it may determine. Essentially, it says:  
*Where a person is liable to pay council tax in respect of any chargeable dwelling and day, the billing authority for the area in which the dwelling is situated may reduce the amount which he is liable to pay as respects the dwelling and the day to such extent as it thinks fit.*
4. This also allows for a further reduction where a reduction under a council tax reduction scheme has been applied.
5. The power under paragraph 3 above includes:
  - the power to reduce an amount to nil
  - that the power may be exercised in relation to cases or by determining a class of case in which liability is to be reduced to an extent provided by the determination.
6. There are financial implications for the billing authorities (being, in Oxfordshire, the five district councils) to awarding any discounts other than those currently available under the statutory legislation, and the financial burden of Section 13A discounts has to be met through an increase in the general level of council tax for other payers or from the general fund.
7. The major preceptors in Oxfordshire (Oxfordshire County Council, Thames Valley Police) also recognise:
  - The granting of Section 13A discounts would reduce income from Council Tax
  - Council Tax Reduction schemes exist to ensure that those on low incomes receive financial assistance with their Council Tax
8. In order to provide further support for care leavers, billing authorities will create a new class of council tax charge payer known as 'Care Leavers' and will reduce the council tax bill for Oxfordshire's Care Leavers to zero, after any other reliefs (including any council tax reduction under the authority's scheme) have been applied.

9. This policy will apply up to and including the date of the day before the care leaver's 21st birthday, and in certain circumstances as set out in the policy, may be applied up to and including the date of the day before the care leaver's 25<sup>th</sup> birthday.

10. Billing authorities will have the responsibility of undertaking appropriate checks on the eligibility of applicants for care leaver relief.

11. Reducing council tax in these circumstances will hereafter be known as an award of Care Leaver's Discount.

12. In recognition of the financial costs borne by billing authorities created by the policy and enabling mechanism described above, the Major Preceptors agree that they will reimburse an amount equivalent to their proportion of the reduction in council tax liability, as invoiced to them by each district on an annual basis. "Their proportion" means the percentage calculated as the preceptor's band D tax divided by the total band D tax (billing authorities plus major preceptors) for the authority and the year concerned.

13. Billing authorities will inform major preceptors periodically as to the amount of Care Leavers' Reduction awarded, and in particular where the volume of applications and awards is increasing significantly.

14. It is envisaged that this arrangement will continue on an ongoing basis. Where any party wishes to discontinue or change this arrangement it will endeavour to give other parties to this Memorandum of Understanding the maximum possible notice.

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## Appendix B

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4. This also allows for a further reduction where a reduction under a council tax reduction scheme has been applied.

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13. Billing authorities will inform major preceptors periodically as to the amount of Care Leavers' Reduction awarded, and in particular where the volume of applications and awards is increasing significantly.
14. It is envisaged that this arrangement will continue on an ongoing basis. Where any party wishes to discontinue or change this arrangement it will endeavour to give other parties to this Memorandum of Understanding the maximum possible notice.



DISTRICT COUNCIL  
NORTH OXFORDSHIRE

## **Cherwell District Council**

### **Council Tax Discount Scheme for Care Leavers**

#### **Background**

1. The government made recommendations in its Care Leavers Strategy “Keep on Caring” published in July 2016, that local authorities should consider exempting care leavers from council tax, using their existing discretionary powers under Section 13a of the local Government Finance Act 1992.
2. Many councils have since introduced discounts for care leavers, including Oxfordshire’s neighbours, the 6 Gloucestershire District Councils (billing authorities) and Gloucestershire County Council, who worked together to agree a common council tax discount scheme for Care Leavers from April 2019.
3. Oxfordshire County Council has worked to agree similar arrangements with Oxfordshire’s 5 District Councils.
4. Discounts made using this power must be funded by the billing authority. Oxfordshire County Council and precept partners will accept their proportions of the financial liability, in the same proportions as the Council Tax Reduction Schemes (CTRS) that are already established in the five billing authorities: Oxford City Council, Cherwell District Council, West Oxfordshire District Council and South & Vale District Councils.

#### **Legal Provision**

5. Billing authorities have discretion under Section 13A(1)(c) of the Local Government Finance Act 1992 to reduce the amount of council tax payable for individuals, or for classes of council taxpayer. This includes the power to reduce the amount payable to nil.
6. This provision is separate to and distinct from the council tax support scheme which is made under Section 13A(1)(a) of the Local Government Finance Act

1992. It allows the council to reduce the amount payable after all statutory discounts and exemptions and local council tax support.

## **Eligibility Criteria**

### **18 - 21-year olds**

7. The care leaver discretionary discount will be awarded after statutory discounts, exemptions, disability discount and local council tax support have been applied. This will also include accounts where a care leaver is jointly and severally liable with others.
8. The discount for care leavers aged 18-21 years old will ensure that any gap between their eligible discounts under their local authority's CTRS and the individual's liability for council tax will equate to 100% reduction, in all cases.
9. A care leaver, for the purpose of this policy, is defined as a young person aged 18 – 21 who was formerly a child in the care of Oxfordshire County Council and then became a 'Former Relevant Child' as defined by The Children (Leaving Care) Act 2000. The Care Leaver must be resident and liable for council tax on a property within Oxfordshire.
10. The care leaver must be the liable person for council tax, either solely or jointly and severally with other(s), at the dwelling in respect of which the application is made. The council tax bill must be in their name.
11. Where a care leaver lives in a HMO or other property where they are not the council tax payer no discount will be awarded.
12. The care leaver discount will apply to occupied properties only.
13. Confirmation that a claimant is an Oxfordshire County Council Former Relevant Child must be received from the county council's Leaving Care team.

### **21 - 25-year olds**

14. In the interests of young adults gradually progressing to full independence from 21 – 25 years of age, care leavers will be means tested for CTRS with no automatic discount applied additionally. However, where the individual's financial liability for council tax is judged to be unmanageable due to their specific circumstances and vulnerabilities, a written statement by their personal advisor or social worker from Oxfordshire County Council, with statutory responsibility, can be provided to justify the case for the S13A care leaver's discount to apply for the whole (or remainder) of that financial year.
15. The discount will be subject to annual written statement and review, up to the individual's 25<sup>th</sup> birthday.

## **Oxfordshire County Council care leavers resident outside of Oxfordshire**

16. It is proposed that where Oxfordshire care leavers are living outside the county, Oxfordshire County Council negotiates on a case-by-case basis for that individual's access to reductions or discounts. Advocating for the young person to gain complete reduction of council tax wherever possible has been implemented as standard practice within the personal advisor's role.

### **Application Process and Administration**

17. Oxfordshire County Council's Leaving Care team will seek consent from care leavers to provide information confirming the name, address and date of birth of care leavers living in Oxfordshire who will qualify for the discount to billing authorities.

18. A care leaver discount may also be awarded where the following information is provided, and the care leaver status has been verified with Oxfordshire County Council's Leaving Care team.

- Full name;
- Date of birth;
- Current address;
- Details of any other adults in the property and relationship to them;
- Details of any circumstances that would be relevant to entitlement to legislative discounts, disregards or exemptions;
- Contact details;
- Name of Leaving Care Worker if known.

19. Awards will be made directly by a discount in council tax liability and notification of the discount being awarded will be by way of the council tax bill.

20. The billing authority will undertake periodic reviews appropriate to the individual circumstances of each case.

21. The care leaver (or his/her appointee or a recognised third party acting on his/her behalf) must advise their billing authority of any change in circumstances which may affect entitlement to the discount within 21 days of the change occurring.

22. Any overpaid Care Leaver discount will be reclaimed through the relevant council tax account and collected and recovered under the Council tax (Administration and Enforcement) Regulations 1992.

It is Oxfordshire County Council's Leaving Care team's responsibility to support individual care leavers to access all their council tax reduction entitlements, with their consent.

### **Review of Decision / Backdating**

The Care Leaver discount scheme is administered in accordance with the Local Government Finance Act 1992 and is subject to a statutory appeals process. If the applicant disagrees with the decision, they must put this in writing giving their reasons. This should normally be received by the billing authority within a month of the date of the decision although more time can be given in exceptional circumstances.

If a decision is challenged a reconsideration will be made by the billing authority. The applicant will then be notified of the reconsideration which will clearly state the reasons for the decision made.

If the applicant remains dissatisfied with the decision, an appeal may be made to the independent Valuation Tribunal. Further details on this process will be notified to the applicant with the outcome of any previous review of the decision.

The billing authority will accept applications backdated to the beginning of the financial year, or to the date the care leaver became responsible for council tax so long as the date is not more than 12 months prior to the date of the application. The Care Leaver discount cannot be awarded prior to 1 April 2020.

## Cherwell District Council

### Executive

4 November 2019

<p><b>Monthly Performance, Risk and Finance Monitoring Report – September 2019</b></p>
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### **Report of Executive Director: Finance and Governance and Assistant Director: Performance and Transformation**

This report is public

#### **Purpose of report**

This report summarises the Council's Performance, Risk and Finance monitoring position as at the end of each month.

#### **1.0 Recommendations**

The meeting is recommended:

- 1.1 To note the monthly Performance, Risk and Finance Monitoring Report.

#### **2.0 Introduction**

- 2.1 The Council is committed to performance, risk and budget management and reviews progress against its corporate priorities on a monthly basis.
- 2.2 This report provides an update on progress made so far in 2019-20 to deliver the Council's priorities through reporting on Performance, the Leadership Risk Register and providing an update on the financial position.
- 2.3 The Council's performance management framework sets out the key actions, projects and programmes of work that contribute to the delivery of the 2019-20 business plan and the priorities of the Council. These measures and key performance indicators are reported on a monthly basis to highlight progress, identify areas of good performance and actions that have been taken to address underperformance or delays.
- 2.4 The Council maintains a Leadership Risk Register that is reviewed on a monthly basis. The latest available version of the risk register at the date this report is published is included in this report.

2.5 The Report details section is split into three parts:

- Performance Update
- Leadership Risk Register Update
- Finance Update

2.6 There are four appendices to this report:

- Appendix 1 - 2019/20 Business Plan
- Appendix 2 - Monthly Performance Report
- Appendix 3 - Leadership Risk Register
- Appendix 4 - Capital

### 3.0 Report Details




#### Performance Update

3.1 The Council’s performance management framework sets out the key actions, projects and programmes of work that contribute to the delivery of the 2019-20 business plan (see Appendix 1) and the priorities of the Council.

3.2 The 2019-20 business plan set out three strategic priorities:

- Clean, Green and Safe.
- Thriving Communities and Wellbeing.
- District of Opportunity and Growth.

3.3 This report provides a summary of the Council’s performance in delivering against each strategic priority. To measure performance a ‘traffic light’ system is used. Where performance is on or ahead of target it is rated green, where performance is slightly behind the target it is rated amber. A red rating indicated performance is off target.

Colour	Symbol	Meaning for Business Plan Measures	Meaning for Key Performance Measures (KPIs)
Red		Significantly behind schedule	Worse than target by more than 10%.
Amber		Slightly behind schedule	Worse than target by up to 10%.
Green		Delivering to plan / Ahead of target	Delivering to target or ahead of it.

#### Priority: Clean, Green and Safe.

3.4 The Council is committed to protecting the natural environment and ensuring the character of the district is preserved and enhanced. Our commitment included working to ensure the district has high standards of environmental cleanliness and greater waste and recycling services. Maintaining the district as a low crime area is another key part of this priority and the Council is committed to working in partnership to deliver against this objective.



### 3.5 Overview of our performance against this strategic priority:

**The Banbury Public Spaces Protection Order** consultation was live between 5th August and 11th September 2019; with a total of 738 responses, providing the Community Safety Team with a statistically sound number and rich data to analyse and provide evidence to develop a decision paper on the potential renewal of the Banbury Public Spaces Protection Order, that will be prepared for a decision of the Executive in November.



**Protect the Built Heritage** is reporting Amber for September and Year to Date, but the Conservation team continues to work closely with Development Management on cases of heritage interest. The Conservation Area Appraisal programme is on-going. A consultation event took place for Duns Tew on 16 September 2019 and for Balscote on 23 September 2019. Further work will need to progress as soon as possible to ensure completion of the work programme by the end of March 2020.

**Partnership work to tackle environmental crime** – The Environmental Enforcement Team continues to work with the street cleansing teams to provide an increased focus on town centre problem areas, with assessments on local fly tipping hot spots to be undertaken in the coming months. Also, the Team will be supporting the Rural Crime Partnership initiative led by Thames Valley Police, in an effort to tackle and investigate rural crime focusing on engagement with the community, intelligence, enforcement and prevention.



### Priority: Thriving Communities and Wellbeing

- 3.6 The Council is committed to supporting our communities to thrive and to promoting the wellbeing of our residents. This priority includes supporting health and wellbeing, improving leisure facilities and delivering leisure activities and working in partnership with voluntary organisations to deliver services in a manner that safeguards children, young people and vulnerable adults. Another key aspect of this priority is preventing homelessness, the delivery of affordable housing and improving the condition of residential properties.

Overview of our performance against this strategic priority:

**Preventing homelessness** - the number of households requiring temporary accommodation continues to decrease in the district; allowing the Housing Team to be flexible to offer support beyond the statutory requirements of homeless legislation and increasing the opportunity for vulnerable households to receive support and secure a permanent accommodation. Going into the winter months, the housing team is looking to secure further resources



to be able to offer accommodation and support for our most vulnerable residents.

**Responding to the Welfare Reform Agenda** – A project team has been established to look at the impact of Universal Credit on residents, landlords and the Council itself. The first meeting took place on 3rd October with colleagues from DWP, Housing, Revs and Bens and Customer Services getting together to further understand the consequences of the Welfare Reform Agenda and how to mitigate the effects that these changes could have in our most vulnerable residents.

**Delivery of affordable housing in line with CDC and Growth Deal targets** – is reporting Red for September and Year to Date, delivering 20 affordable homes against a target of 35. A higher number of affordable homes were expected to be completed in September. The actual number delivered, falls short of the projected target in this month. The reduction in completed units is due to delays in developer building programmes, connection of services and build quality standards. These units will still be delivered in 2019/20 but quality assurance is important.

**% of Council Tax collected, increase Council Tax Base** is reporting Amber for September and Year to date. The in-month collection has dropped slightly in September however all reminders, finals and summonses have been issued with proactive recovery taking place on those customers with court orders. We are making outbound calls during the day and evening to reduce the arrears balance. Cherwell is also experiencing an increase of new properties and whilst the customers are being issued with bills as soon as possible after the Valuation Office Agency notify us of the banding the customer is still entitled to pay their bill by instalments and therefore, they are always playing catch up.



**% of Business Rates collected, increasing NNDR Base** is reporting Red for September and Amber for Year to Date. The main reason for the drop in collection is known and is because a number of new large assessments have been rated by the Valuation Office one of these a rateable value of £720,000. However, all reminders, finals and summonses have been issued with proactive recovery taking place on those customers with court orders.

Priority: District of Opportunity and Growth

- 3.8 The Council is committed to developing the local economy, promoting inward investment and delivering sustainable growth. This priority also contributes towards making great places to live, work, visit and invest through economic development and working in partnership to deliver strategic transport infrastructure projects.
- 3.9 Overview of our performance against this strategic priority:



**Promoting the district as a tourist destination** - the construction of new hotels, and further expansion of existing ones, is progressing well at Oxford Technology Park in Kidlington and on several sites off Oxford Rd in Bicester. These will enable further overnight stays which

will increase local expenditure, creating jobs locally whilst serving the needs of businesses, residents and visitors.

**Deliver Innovative and Effective Housing Schemes** - is reporting Amber for September and Year to Date. On- going marketing and first sale completion at Hope Close, Banbury, this project is being actively marketed and Croprey is progressing through the purchase process which can take several months.

**Showcasing Cherwell as a hub of business opportunities** - The Council exhibited at 'Revo- 19' in Liverpool, a national retail property exhibition & conference, on the 18 and 19 September to promote Lock 29 and other town centre opportunities in Cherwell.



**Banbury Job Fair** - held on 26 September, the Banbury Job Fair again proved to be a success for both employers and residents, with an attendance of 156 job seekers/career changers and over 20 employers joined support agencies to provide a half day of support.



### Summary of Performance

3.10 The Council reports on performance against 21 business plan measures and 15 key performance indicators on a monthly basis. The full details, including commentary against each measure and key performance indicator can be found in Appendix 2.

<b>Business Plan Measures and Key Performance Indicators (36)</b>					
<b>Status</b>	<b>Description</b>	<b>September</b>	<b>%</b>	<b>YTD</b>	<b>%</b>
Green	On target	28	78%	28	78%
Amber	Slightly off target	5	14%	7	19%
Red	Off target	3	8%	1	3%

### 3.11 Spotlight on: Housing and Homelessness

The purpose of the Housing Service is to prevent homelessness and rough sleeping, to help people to stay in their own home and improve housing standards.

As soon as someone is at risk of homelessness, we offer help and advice; this could be helping to resolve debt or rent arrears, how to resolve problems with a landlord, making an application for social housing, through our Homechoice system, or help with a deposit bond to gain access to the private rented sector.



At the end of September 2019, we were offering ongoing support to 276 households to prevent or resolve their homelessness; 26 of these households were in temporary

accommodation and working with their Housing Officer to find a long term housing solution. For the majority of households, we are either able to prevent homelessness or to help finding a new accommodation before residents lose their home.

In September we also launched the enhanced Cherwell Bond Scheme in order to help more households in to the private rented sector. The scheme now provides a bond deposit up to the value of 10 weeks' rent which is well above the 5 week cash deposit that landlords could otherwise collect from the tenant. We are also widening the number of households we can help to access affordable private rented sector properties which will include keyworkers such as care workers who often find it difficult to find affordable accommodation.

Our Landlord Forum, on 8th October, was attended by 16 landlords who wanted to hear about changes in the regulations affecting the private rented sector, opportunities to apply for a grant to renovate their property and bring it in to use for homeless households and to provide a home for Syrian refugees being resettled in Cherwell. The Housing Service can advise landlords on their responsibilities including how to set up a compliant house in multiple occupation (HMO) and how to apply for an HMO licence. We always aim to advise and educate but take enforcement action where necessary.



Affordable Extra Care Housing (ECH) flats in Cherwell are allocated through our housing register. The newest scheme opened this summer in Park Gardens, Banbury, welcoming the first residents in to affordable rented flats that offer a secure and accessible environment with care and support on-site. Park Gardens is the 3rd scheme to open in Banbury and the 6th in Cherwell. Any person over the age of 55 who has care needs can be considered for ECH.

Where older people and disabled people's homes need to be improved to be more accessible, we use the Disabled Facilities Grant to adapt properties. In the last 6 months we have improved 273 homes to make them safer and more accessible. In addition, we can advise and support owner occupiers who may not qualify for large grants but still need advice and help to commission the adaptations.



We are resourcing more tenancy support to vulnerable households to make sure that homelessness is prevented and that new tenancies are successful. We are also investing in support and supported accommodation for rough sleepers using funding secured from central Government. This includes outreach and floating support to rough sleepers and our first Housing First pilot which provides secure accommodation with wraparound support to people with complex needs who cannot access mainstream housing.

For information about any of these services go to [www.cherwell.gov.uk/housing](http://www.cherwell.gov.uk/housing) or phone 01295 753751.

3.12 The Council maintains a Leadership Risk Register that is reviewed on a monthly basis. The latest available version of the risk register at the date this report is published is included in this report.

3.13 The heat map below shows the overall position of all risks contained within the Leadership Risk Register.

Risk Scorecard – Residual Risks						
		Probability				
		1 - Remote	2 - Unlikely	3 - Possible	4 - Probable	5 - Highly Probable
Impact	5 - Catastrophic			L09		
	4 - Major		L12	L07, L10 & L11		
	3 - Moderate			L02, L03, L04, L05, L14	L08, L13 & L15	
	2 - Minor			L01		
	1 - Insignificant					

3.14 The table below provides an overview of changes made to the Leadership Risk Register during the past month. Any significant changes since the publication of the report will be reported verbally at the meeting.

Leadership Risk	Score	DoT	Latest Update
<b>L01</b> Financial Resilience	6 Low risk	↓	Risk reviewed 09/10 – Residual score decreased from 9 to 6.
<b>L02</b> Statutory functions	9 Low risk	↔	Risk Reviewed 09/10 – No changes.
<b>L03</b> Organisational Capacity	9 Medium risk	↓	Risk Reviewed 14/10 – Description, residual score decreased from 12 to 9 & commentary updated.
<b>L04</b> CDC Local Plan	9 Low risk	↔	Risk Reviewed 09/10 – Risk owner, mitigating actions and additional information updated.
<b>L05</b> Business Continuity	9 Low risk	↔	Risk Reviewed 09/10 – Comments updated.
<b>L06</b> Partnering	<del>12</del> Medium risk		REMOVED
<b>L07</b> Emergency Planning	12 Medium risk	↔	Risk Reviewed 09/10 – Comments updated.
<b>L08</b> Health & Safety	12 Medium risk	↔	Risk Reviewed 09/10 – Mitigating actions and comments updated.
<b>L09</b> Cyber Security	15 Medium risk	↔	Risk Reviewed 07/10 – Mitigating actions updated.
<b>L10</b> Safeguarding the Vulnerable	12 Medium risk	↔	Risk Reviewed 14/10 – No changes.
<b>L11</b> Sustainability of Council owned companies and delivery of planned financial and other objectives.	12 Medium risk	↔	Risk Reviewed 09/10 – No changes.
<b>L12</b> Financial sustainability of third-party suppliers including contractors and other partners	8 Low risk	↔	Risk Reviewed 14/10 – No changes.

<b>L13</b> Separation and Joint Working	12 Medium risk	↓	Risk Review completed 14/10 – Mitigating actions, residual score decreased from 15 to 12 and commentary updated.
<b>L14</b> Corporate Governance	9 Low risk	↔	Risk Review completed 09/10 – No changes.
<b>L15</b> Oxfordshire Growth Deal	12 Medium risk	↔	Risk Review completed 09/10 – No changes.

The full Leadership Risk Register update can be found in Appendix 3. There are three score changes for September, further detail can be found in Appendix 3.

### 3.15 Finance Update (Revenue and Capital)

### 3.16 Revenue Position

The Council's forecast financial position up to the end of September, is set out in the table below, following a review across the Council's service areas. Overall, for the financial year 2019/20 Cherwell District Council is projecting a small underspend across the directorates of £16k, which has improved from a small overspend of £48k at the end of August. The directorates continue to manage their under and overspends looking to produce a balanced position by the year end. The Council continues to benefit from favourable interest rates earlier in the year which has generated a one-off underspend of £1.4m, resulting in an overall underspend of £1.42m for the Council. Currently all funding is shown on target as we are not expecting any significant variations to date and are not aware of any significant risks to our in-year funding at this stage of the financial year.

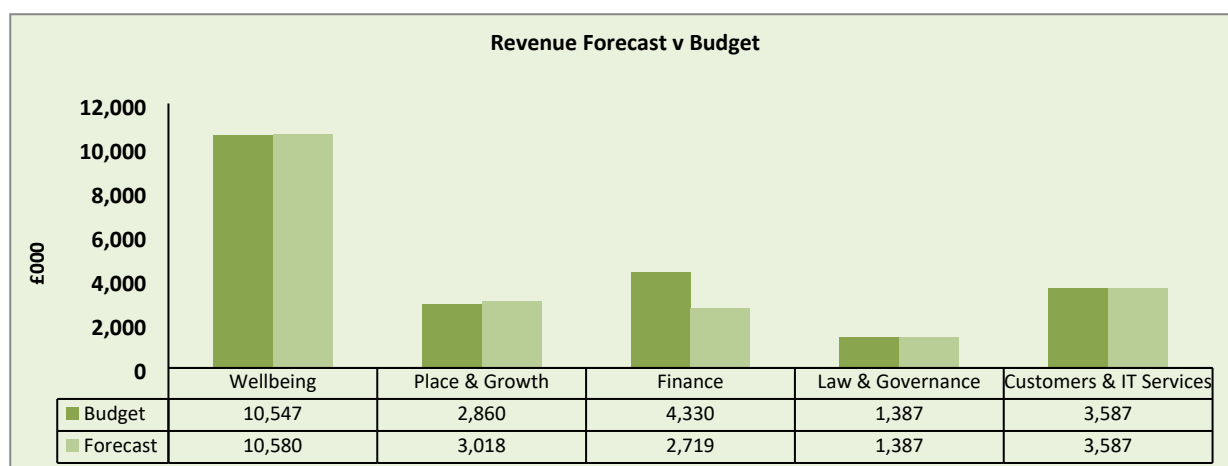
For more detail on the movements across all budgets please see the table below showing the main reasons for the variances in 2019/20.

Revenue Monitoring <i>(Brackets denotes an Underspend)</i>	Budget £000	Forecast £000	Current Month Variances £000	Prior Month Variances £000
Communities	1,685	1,670	(15)	33
Leisure & Sport	791	781	(10)	(15)
Housing	2,047	1,977	(70)	(60)
Environmental Services	4,660	4,898	238	89
Environmental Health & Licensing	1,364	1,254	(110)	(80)
<b>WELLBEING TOTAL</b>	<b>10,547</b>	<b>10,580</b>	<b>33</b>	<b>(33)</b>
<p><b>Housing: (£70k) underspend due to salary savings as a result of changes in structure.</b></p> <p><b>Environmental Services: Gate fees increase of £8 per tonne £93k, Bulking &amp; Haulage charge tonnage increase £18k, Agency staff costs £84k, Increase in NDR Charges £40k, Additional Income from vehicle maintenance (£32k), Increase in business waste tonnage charges but reduction in anticipated income £40k</b></p> <p><b>Environmental Health &amp; Licensing: (£110k) Salary savings due to changes in service delivery</b></p>				
Planning & Development	1,447	1,567	120	267
Economy & Regeneration	1,758	1,746	(12)	42
Build! Programme	(345)	(295)	50	50
<b>PLACE &amp; GROWTH TOTAL</b>	<b>2,860</b>	<b>3,018</b>	<b>158</b>	<b>359</b>

<b>Planning &amp; Development:</b> Overspend in Building Control staffing of £90k relating to agency costs. Development Management overspend of £250k due to under recovery of Planning fee income. Offset by (£220k) saving on Consultants Fees for Local Development Framework				
<b>Build! Programme:</b> £50k under recovery of income due to a delay in Hope Close shared Ownership scheme				
Finance	3,121	3,087	(34)	(38)
Property	(950)	(1,123)	(173)	(250)
<b>Finance Total</b>	<b>2,171</b>	<b>1,964</b>	<b>(207)</b>	<b>(288)</b>
<b>Finance:</b> Underspend on external & internal audit, overspend on bank charges.				
<b>Property:</b> £173k underspend on a variety of functions, such as security, maintenance and vacancies. Variance to previous month due to unforeseen repair fees of empty properties.				
<b>Note:</b> additional income for Tramway and Castle Quay ringfenced directly to reserves due to uncertainty at this stage.				
Law & Governance	1,387	1,387	-	10
<b>Law &amp; Governance Total</b>	<b>1,387</b>	<b>1,387</b>	<b>0</b>	<b>10</b>
<b>Law &amp; Governance:</b> - Overspend in District Elections but reserve can be drawn upon to cover this.				
Customers & IT services	1,903	1,903	-	0
Strategic Marketing & Communications	391	391	-	0
HR, OD & Payroll	730	730	-	0
Performance & Transformation	457	457	-	0
Corporate Services	106	106	-	0
<b>CUSTOMERS &amp; IT SERVICES TOTAL</b>	<b>3,587</b>	<b>3,587</b>	<b>0</b>	<b>0</b>
<b>TOTAL DIRECTORATES</b>	<b>20,552</b>	<b>20,536</b>	<b>(16)</b>	<b>48</b>
Interest Costs	2,705	2,106	(599)	(713)
Interest Receivable	(563)	(675)	(112)	(79)
Interest from Graven Hill	(2,593)	(3,286)	(693)	(693)
Pension Costs	237	237	-	-
Appropriations For Transfer To Reserves	4,402	4,402	-	-
Appropriations For Transfer From Reserve	(3,529)	(3,529)	-	-
Capital Charges	1,500	1,500	-	-
<b>EXECUTIVE MATTERS TOTAL</b>	<b>2,159</b>	<b>755</b>	<b>(1,404)</b>	<b>(1,485)</b>
<b>Treasury Management</b> - active management resulted in beneficial interest rates and slower levels of borrowing significantly improving forecasted position.				
<b>Interest Receivable:</b> (£112k) due to new loan given to Crown House.				
<b>COST OF SERVICES</b>	<b>22,711</b>	<b>21,291</b>	<b>(1,420)</b>	<b>(1,437)</b>

Funding (Brackets denotes an Underspend)	Budget £000	Forecast £000	Current Month Variances £000	Prior Month Variances £000
Business Rates Retention	(10,760)	(10,760)	-	-
Revenue Support Grant	(114)	(114)	-	-
Transfer to parish Councils for CTRS	349	349	-	-
Transition Grant	0	0	-	-
<b>FORMULA GRANT EQUIVALENT</b>	<b>(10,525)</b>	<b>(10,525)</b>	-	-
New Homes Bonus	(5,087)	(5,087)	-	-
<b>GRANTS AWARDED TOTAL</b>	<b>(5,087)</b>	<b>(5,087)</b>	-	-
Council Tax	(6,923)	(6,923)	-	-
Collection Fund	(176)	(176)	-	-
<b>COUNCIL TAX INCOME TOTAL</b>	<b>(7,099)</b>	<b>(7,099)</b>	-	-
<b>TOTAL INCOME</b>	<b>(22,711)</b>	<b>(22,711)</b>	-	-
Reserve management			0	
<b>(Surplus)/Deficit</b>			<b>(1,420)</b>	<b>(1,437)</b>

The graph below shows the overall variance by Directorate and compares the budget to the forecast end of year position.



### 3.17 Capital Programme

A summary of the capital programme is set out in the table below. The detailed Capital programme is shown in the appendices to this report.

The budget for 2019/20 is £93m. Overall, we are projecting an underspend in year of (£21k), which is a slight change from August, further detail can be found within the detailed capital programme schedule.



Directorate	Budget £000	Forecast £000	Re- profiled beyond 2019/20 £000	Current Period Variances £000	Prior Period Variances £000
Wellbeing, Environmental & Regulatory	5,233	4,265	829	(139)	(190)
Place & Growth	30,155	18,029	12,144	18	4
Customers & Service Development	869	967	0	98	1
Finance Services	56,673	52,576	4,099	2	(4)
<b>Total</b>	<b>92,929</b>	<b>75,836</b>	<b>17,072</b>	<b>(21)</b>	<b>(189)</b>

#### Current Period Variances:

**Wellbeing, Environmental & Regulatory Services: (£139k)** Budgets no longer required for Sunshine Centre (£22k) and Biomass Heating Bicester Leisure Centre (£14k). Forecast saving of (£103k) Discretionary Grants Domestic Properties.

**Finance Services: £2k** relating to: New E-tendering Portal for procurement no longer required (£30k), Tramway site small additional works required amounting to £15k, Thorpe Way Roof Repairs (£2k) project complete, (£27k) Retained Land budget no longer required, (£2k) Condition works Survey works project complete. Franklins House Travellodge (£25k), Asbestos Surveys £60k - some reprofiling. £3k over on BYHP Separation. £10k over on the fairway Garage Demolition

**Customers & Service Development: £98k** relating to: Land and property harmonisation £39k, Business Systems Harmonisation (£25K), IT Strategy Review £58k, Customer Excellence & Digital Transfer (£45K), Unified Communications £25k and HR/Payroll System £46k over.

**Place & Growth:** Overdue to Build programme phase 1 £17k and £1k on Bicester Library.

#### Re-profile beyond 2019/20:

##### Wellbeing, Environmental & Regulatory Services:

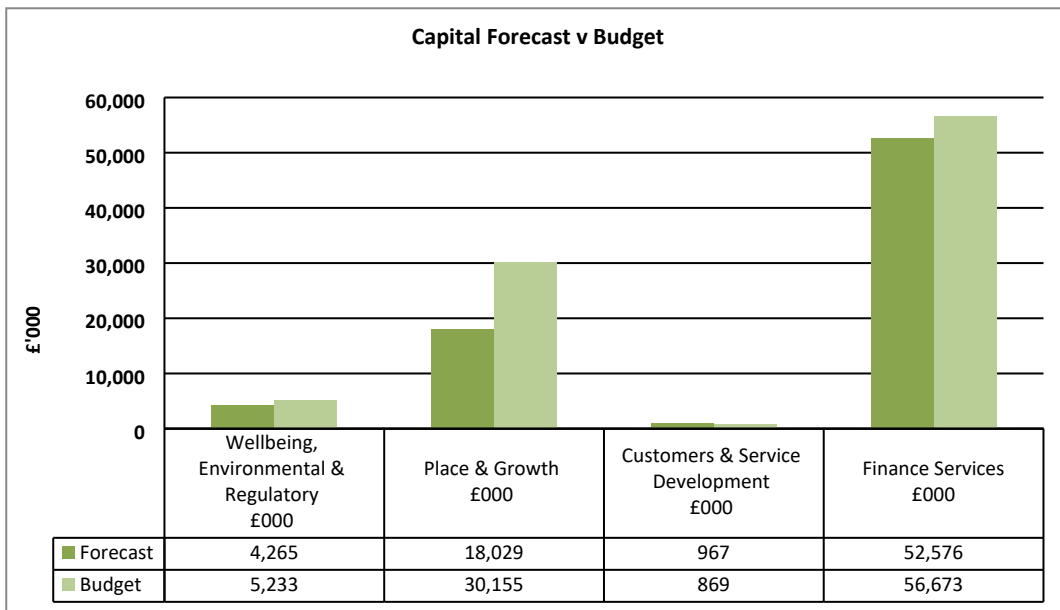
£30k Spiceball Leisure Centre Bridge Resurfacing is part of the CQ2 project and will roll into 20/21.  
£122k Bicester Leisure Centre extension, due to prioritisation this will roll into 20/21.  
£542k disables facilities Grants - will roll forward what is not used as is better care fund money and can't be used for anything else. **£43k**  
Solar Photovoltaic scheme to be rolled into 20/21 to set up a Climate emergency fund.  
£50k Public Conveniences rolled in to 20/21.  
£42k Car park refurbishment to roll into 20/21.

##### Place & Growth:

£1,258k Phase 1b Bicester Library plans are currently on hold.  
£10,886k Phase 2 majority of works to commence in 20/21.

##### Finance Services:

£153k Banbury Health Centre, project currently paused as lease discussions with tenants.  
£3,636k for CQ1 ongoing. £210k reprofiled for Surveys works - will spend full once scope identified. £100k for CDC feasibility, nothing forecast in current year.  
£150k Works on compliance surveys, £60k works for asbestos surveys



## 4.0 Conclusion and Reasons for Recommendations

4.1 It is recommended that the contents of this report are noted.

## 5.0 Consultation

5.1 This report sets out performance, risk and budgetary information from the previous month and as such no formal consultation on the content or recommendations is required.

## 6.0 Alternative Options and Reasons for Rejection

6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: This report illustrates the Council's performance against the 2019-20 business plan. As this is a monitoring report, no further options have been considered. However, members may wish to request that officers provide additional information.

## 7.0 Implications

### Financial and Resource Implications

7.1 Financial implications are detailed within section 3.15 to 3.18 of this report.

Comments checked by:

Adele Taylor, Executive Director Finance (Interim), 0300 003 0103

[Adele.taylor@cherwell-dc.gov.uk](mailto:Adele.taylor@cherwell-dc.gov.uk)

## Legal Implications

7.2 There are no legal implications from this report.

Comments checked by: Nick Graham, Director: Law and Governance,  
[Nick.Graham@cherwell-dc.gov.uk](mailto:Nick.Graham@cherwell-dc.gov.uk)

## Risk management

7.3 This report contains a full update with regards to the Council's risk position at the end of the previous month. A risk management strategy is in place and the risk register has been fully reviewed.

Comments checked by: Louise Tustian, Acting Performance & Communications Manager , 01295 221786, [Louise.tustian@cherwell-dc.gov.uk](mailto:Louise.tustian@cherwell-dc.gov.uk)

## 8.0 Decision Information

### Key Decision

**Financial Threshold Met:** No

**Community Impact Threshold Met:** No

### Wards Affected

All

### Links to Corporate Plan and Policy Framework

All

### Lead Councillors –

Councillor Richard Mould – Lead member for Performance Management  
Councillor Tony Illott – Lead member for Finance and Governance

## Document Information

Appendix No	Title
Appendix 1	2019/20 Business Plan
Appendix 2	Monthly Performance Report
Appendix 3	Leadership Risk Register
Appendix 4	Capital
<b>Background Papers</b>	
None	
<b>Report Author</b>	Hedd Vaughan-Evans – Assistant Director: Performance and Transformation
<b>Contact Information</b>	Tel: 0300 003 0111 <a href="mailto:Hedd.vaughanEvans@cherwell-dc.gov.uk">Hedd.vaughanEvans@cherwell-dc.gov.uk</a>

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# Cherwell District Council Business Plan 2019-20



DISTRICT COUNCIL  
NORTH OXFORDSHIRE



## Organisational Plan

### Operational Excellence

- Rigorous Financial Management
- Efficient and Effective Governance
- Commercial and Procurement excellence
- Continuous Improvement

### Customer Focus

- Excellent Customer Services
- Efficient and Effective Services
- Accessible services – Enabled through digitisation
- Consultation and Customer Insight

### Best Council to work for

- Employer of choice
- Employee Engagement and Wellbeing
- Culture of Learning and Development
- Sustainable relationships with key partners

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# Appendix 2 – Monthly Performance Report

## September 2019

Includes:

- Programme Measures
- Key Performance Measures (KPIs)

Key to symbols

Colour	Symbol	Meaning for Joint Business Plan Measures	Meaning for Joint Key Performance Measures (KPIs)
Red		Significantly behind schedule	Worse than target by more than 10%.
Amber		Slightly behind schedule	Worse than target by up to 10%.
Green		Delivering to plan / Ahead of target	Delivering to target or ahead of it.

**CDC Programme Measures - Clean, Green and Safe**

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<b>CDC1.1.1 High Quality Waste &amp; Recycling</b>	Cllr D Sames	Ed Potter Graeme Kane	Neighbourhood blitz event in Glory Farm successfully completed	Neighbourhood blitz event in Grimsbury Banbury in late October	★	Glory Farm blitz successfully completed with recycling packs delivered and a roadshow held to raise awareness particularly around quality of the recycling	★
<b>CDC1.1.2 Ensure Clean &amp; Tidy Streets</b>	Cllr D Sames	Ed Potter Graeme Kane	Glory Farm Bicester blitz successfully completed	Grimsbury blitz commences in the second half of October	★	Several new on street recycling bins installed during the Glory Farm Neighbourhood blitz	★
<b>CDC1.1.3 Reduce Environmental Crime</b>	Cllr D Sames	Graeme Kane Richard Webb	Investigations of fly tipping incidents continue with 15 reports of fly- tipping being received in the month. Warning signs were installed at a fly-tipping hot-spot as the start of focused effort to tackle the problem.	Assessments of local fly tipping hot spots to be undertaken. The Environmental Enforcement Team will be supporting a rural crime partnership initiative led by Thames Valley Police.	★	Work continues to tackle fly tipping and enviro crime particularly through focusing on fly tipping hotspots. Joint work with the street cleansing teams will provide an increased focus on town centre problem areas, particularly around commercial bins.	★
<b>CDC1.1.4 Protect Our Natural Environment and Promote Environmental Sustainability</b>	Cllr A McHugh	Graeme Kane Richard Webb	Air Quality Action Plan reviewed. Annual Briefing Paper and Action Plan updated. Provided air quality advice at the Healthy Kidlington workshop.	The briefing paper on the air quality monitoring undertaken last year and a review of the actions in the Air Quality Action Plan will be presented to the Overview and Scrutiny Committee at its meeting on the 15th October 2019.	★	<ul style="list-style-type: none"> <li>Air quality monitoring continued at 42 locations across the district</li> <li>The Air Quality Action Plan has been reviewed in consultation with Oxfordshire County Council, the Bicester Delivery Team and Environmental Services. A Briefing Paper has been completed providing an update on the air quality monitoring undertaken in 2018 and also the review of the Air Quality Action Plan.</li> <li>An officer from the Environmental Protection Team attended the Healthy Kidlington workshop on the 5th September 2019 to provide information on air quality matters.</li> </ul>	★



**CDC Programme Measures - Clean, Green and Safe**

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<p><b>CDC1.1.5 Support Community Safety and Reduce Anti-Social Behaviour</b></p>	Cllr A McHugh	Graeme Kane Richard Webb	<p>The Banbury Public Spaces Protection Order consultation concluded in September. An operation to reduce cycling in pedestrian areas in Banbury was completed. Patrols at schools were undertaken at the request of the schools to help tackle pupil anti-social behaviour. The Community Wardens support Bicester Festival.</p>	<p>Decision paper on the potential renewal of the Banbury Public Spaces Protection Order will be prepared for a decision of the Executive in November. Community Wardens attending Michealmas faire in Banbury Joint rural crime operations are planned with Thames Valley Police. Community engagement events are planned for Halloween. A gang awareness training day for professionals will be delivered in Bodicote House.</p>	★	<p>The Community Wardens will be attending community engagement events during the month including the community play day in Grimsbury and the Halloween events in the Brighter Futures area. The consultation on the potential renewal of the Banbury Public Spaces Protection Order has concluded and the final report is being prepared, taking account of the consultation outcomes, for a decision in November. The Community Wardens also attended the community engagement day at Wykeham Park Academy speaking with pupils about general community safety, alcohol, drug use and gangs.</p>	★
<p><b>CDC1.1.6 Protect the Built Heritage</b></p>	Cllr C Clarke	David Peckford Simon Furlong	<p>Work on Heritage Guidance Notes (presently for masonry work and the use of mortar guidance) continues. The reviews of existing conservation area appraisals for Bloxham and Grimsbury are pending.</p>	<p>Work on finalising the Balscote and Duns Tew Conservation Area Appraisals following public consultation will continue. Work will also continue to review Bloxham and Grimsbury Conservation Area Appraisals and to prepare Heritage Guidance Notes.</p>	●	<p>The Conservation team continues to work closely with Development Management on cases of heritage interest. The Conservation Area Appraisal programme is on-going. A consultation event took place for Duns Tew on 16 September 2019 and for Balscote on 23 September 2019. Further work will need to progress as soon as possible to ensure completion of the work programme by the end of March 2020.</p>	●

**CDC Programme Measures - Thriving Communities & Wellbeing**

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<b>CDC2.1.1 Promote Health &amp; Wellbeing</b>	Cllr A McHugh Cllr C Clarke	Graeme Kane Nicola Riley	#Community Partnership Network met on 10 Sept# Staff Volunteering was promoted through the in-house publication 'In the Loop'	Quarterly review meeting for 'Community Connect' social prescribing scheme 24 Oct. Local Strategic Partnership meeting 17 Oct. #Quarterly review meeting for 'Community Connect' social prescribing scheme 24 Oct. #Local Strategic Partnership meeting 17 Oct.	★	Social prescribing meeting will compare current delivery model against original service specification and determine any necessary adjustments to targets or delivery methods Local Strategic Partnership will receive Brighter Futures in Banbury Annual Report for 2018/19 and a report on mental ill health prevention and the success of the public Health bid for additional funding to support better mental health in Banbury and Bicester secondary schools.	★
<b>CDC2.1.2 Improve Leisure &amp; Community Facilities</b>	Cllr G Reynolds	Graeme Kane Nicola Riley	Still awaiting programme of works for replacement of Spa at Bicester Leisure Centre due to the procurement of specialist parts.	Completion of works to Bicester Spa week commencing 7th October.	●	Some initial removal and preparation works have been carried out at Bicester Leisure Centre to the Spa in readiness for the installation of a new Spa during October.	●
<b>CDC2.1.3 Support the Voluntary Sector</b>	Cllr A McHugh	Graeme Kane Nicola Riley	Service level agreement signed with Volunteer Link- Up to start 6 new 'Good Neighbour' schemes in rural communities. 60 'Good Cause' partners signed up to benefit from Cherwell Lottery. Annualised 'Good Cause' revenue £29,000 Grant of £19,526 awarded to Piddington Parish Council for improvements to their play area. Bicester Festival successfully delivered 20th - 22nd September. The Hill consultation to engage residents with the new centre is live. Kingsmere Connect 50 initiative successfully launched inSeptember. Age Friendly Banbury stakeholder focus groups delivered under the 4 themes of Age Friendly.	Banbury Older Peoples Day celebration event - 9th October.  Play: Full steering group -14 <sup>th</sup> October.  Age Friendly Banbury leadership meeting - 18th October.  Bicester Older Peoples Day celebration event - 22nd October.  Grimsbury Network meeting - 23rd October.  Connecting Communities - Preparing for winter event - Horton View Community Café 23rd October.  Grimsbury Play Day - 29th October	★	CDC grant aids the volunteer drivers and volunteer brokerage services provided district-wide by citizens advice. The half year meeting will review delivery and demand and discuss Citizens Advice's strategy for reducing reliance on CDC grant funding. September has been a quiet month for Cherwell Lottery development with many organisations engaged in end of quarter reports and restarting activity after the summer break. We anticipate take up will increase in October. The Hill consultation continues to engage the community in Neithrop to help determine what a programme of activity could look like and is something that residents of all ages want. The consultation feedback is being used by the Hill stakeholder partnerships who are working to create an offer of activity and resource in the new centre under the themes of physical activity & sport and arts & culture. Partners include Active Oxfordshire, Public Health, Mind, Sports clubs, The Mill, Community Albums and Cherwell Theatre Company. Age Friendly Banbury stakeholders are being brought together under the 4 themes of Age Friendly to develop an action plan for the next 12 months. The themes include Community Services & Wellbeing, Getting About, Getting Connected and Town Centre. Stakeholders under these themes are looking at residents' priorities from recent consultation and where Age Friendly Banbury can have the biggest impact in making Banbury a great place to grow old. Older people's day celebrations will be taking place in October to celebrate opportunities available in the district for senior residents. This year's events will link to the annual electric blanket testing sessions and offer health checks, information stalls and demonstrations from local clubs and organisations at the Royal Voluntary Service centre in Banbury and OYAP studio (St Edburges old Primary School) in Bicester	★

**CDC Programme Measures - Thriving Communities & Wellbeing**

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
CDC2.1.4 Enhanced Community Resilience	Cllr A McHugh	Graeme Kane Richard Webb	Preparation for potential no-deal EU Exit continued with partners. The Cherwell Emergency Plan was updated to reflect current arrangements. Oxfordshire County Council's Emergency Planning team met with Banbury Business Improvement District to promote business continuity.	Business continuity advice will be delivered to small businesses through the Perch in Bicester. Internal staff training to improve our capacity to respond to emergency incidents will continue. Continuing to work with partners to prepare for any potential impacts of a no deal EU Exit.	★	Cherwell DC continues to have a coordinating role for all the Oxfordshire councils in relation to EU Exit planning. Through engaging with partners, we have taken actions to raise business awareness of the actions they need to take to prepare for EU Exit and to prepare to provide advice and support. Cherwell's Emergency Plan has been reviewed and an updated version has been published on the council's website. Internal training is planned to increase the number of trained loggists that can support managers during incidents and the emergency planning structures in the region.	★
Page 46 CDC2.1.5 Homelessness Prevention	Cllr J Donaldson	Gillian Douglas Graeme Kane	We will complete the testing phase for an upgraded Homechoice system with a view to the new system being operational mid-October. This will include the facility for customers to directly attach required proofs when submitting the applications for social housing. The new system will also enable the housing team to assess and activate housing applications more quickly so that customers can start bidding for properties as soon as possible.	We will finalise the upgrading of the Homechoice system to improve the housing application process for our customers, the speed of assessment and assist with early identification of households at risk of homelessness.	★	The improved system for applications will increase the opportunity to identify vulnerable households and offer advice and support before crisis situations arise. This will allow us to prevent and resolve the housing issues for those potentially at risk of homelessness, continue the reduction in demand for temporary accommodation and ensure our customers receive the best possible service.	★

**CDC Programme Measures - Thriving Communities & Wellbeing**

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<p><b>CDC2.1.6 Support and Safeguard Vulnerable People</b></p> <p align="center">Page 462</p>	Cllr A McHugh	Graeme Kane Nicola Riley	<p>A focus on supporting a new protocol for internal reporting has been successful with Safeguarding leads across the council making referrals as they need to rather than a triage system operating from the wellbeing team. The performance on the average time to assess new claims for Housing Benefit is good for the month of September at 12.4 days against a target of 15 days with changes assessed in an average of 7.5 days. We also continue to support our more vulnerable residents with Discretionary Housing payments. A new Customer portal has also been launched to allow residents to access their Benefits letters online.</p>	<p>Reminders to update face to face training to be sent out in October to all staff and members Claims for Housing Benefit can already been made on line and the new customer portal also supports the move to online services. The next stage of this is a project starting in October 19 to automate changes in circumstances which will further support residents who want to use online services and will speed up assessment of changes.</p>	★	<p>Ensuring Cherwell District Council selects and trains staff to deliver services with regard to excellent Safeguarding practice remains a priority. Officers have been involved in Board and sub group meetings for both Oxfordshire Safeguarding Boards in September. This remains fully on track with continual reviews of the services to ensure that we are supporting residents.</p>	★
<p><b>CDC2.1.7 Respond to the Welfare Reform Agenda</b></p>	Cllr P Rawlinson Cllr T Ilott	Adele Taylor Belinda Green Gillian Douglas	<p>A project team has been established to look at the impact of Universal Credit on residents, landlords and also the Council itself. The first meeting took place on 3rd October with colleagues from DWP, Housing, Revs and Bens and Customer Services in attendance.</p>	<p>The first workstream coming out of the Universal Credit project will look at data and evidence to support the impacts we have found so enabling a timeline for actions to be agreed.</p>	★	<p>This is on track and we continue to respond well to the impact of welfare reform.</p>	★

**CDC Programme Measures - Thriving Communities & Wellbeing**

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<p><b>CDC2.1.8 Promote Healthy Place Making</b></p> <p align="center">Page 463</p>	Cllr A McHugh	Graeme Kane Rosie Rowe	<p>Update on progress with healthy place shaping given to CDC's Executive Business Planning Meeting and to Oxfordshire's Health &amp; Wellbeing Board. Workshop held with care agencies who provide support to older people and people with Learning Difficulties to identify how to increase their levels of physical activity. Presentation to Kidlington Parish Council about plans for a local stakeholder workshop on 23 October to co-design the Healthy Kidlington programme.</p>	<p>Planning ongoing for Kidlington stakeholder workshop on 23 October to co-design Healthy Kidlington programme. Outdoor learning training scheduled for early October to upskill Bicester primary school teachers to deliver the curriculum outdoors. Bicester businesses being recruited to a pilot accreditation scheme to promote workforce wellbeing. Presentation to national health inequalities conference on learning from Healthy Bicester programme Planning for OCC/CDC masterclass on healthy place shaping</p>	★	<p>Progress with delivery of healthy place shaping supported by CDC members and members of the county's Health &amp; Wellbeing Board. The County's new prevention strategy also identifies healthy place shaping as a core strategic priority. Workshop with care providers identified the need to provide inclusiveness training to increase the confidence of groups offering community activities to be as accessible as possible to people with learning difficulties.</p>	★

**CDC Programme Measures - District of Opportunity & Growth**

	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<b>CDC3.1.1 Deliver Innovative and Effective Housing Schemes</b>	Cllr J Donaldson	Gillian Douglas Graeme Kane	Completion of sale of Cropredy.	On- going marketing of Hope Close, Banbury Completion of first sale at Hope Close, Banbury	●	Hope Close is being actively marketed and Cropredy is progressing through the purchase process which can take several months.	●
<b>CDC3.1.2 Promote the district as a tourist destination</b>	Cllr L Pratt	Robert Jolley Simon Furlong	New Bicester historic town guide launched on 21st September during the Bicester Festival.	Preparation of Cherwell content for 2020 Experience Oxfordshire Visitor Guide.	★	Construction of new hotels and expansion of existing hotels is progressing well at Oxford Technology Park in Kidlington and on several sites off Oxford Rd in Bicester. This will enable further overnight stays which will increase local expenditure and create jobs locally whilst serving the needs of businesses, residents and visitors.	★
<b>CDC3.1.3 Develop a Cherwell Industrial Strategy</b>	Cllr L Pratt	Robert Jolley Simon Furlong	Workshop for representatives of local urban and rural communities on November 12th at Upper Heyford: Planning and promotion continues.	Large Business workshop to be held in Banbury on 23rd January 2020. Key stakeholders to be invited.	★	The Cherwell Industrial Strategy (CIS) is important as a process of meaningful engagement with a range of internal and external partners as well as for its end-product. We are currently planning and inviting stakeholders to our next two workshops; with representatives from local urban and rural communities (12 November) and large businesses (23 January). The outputs from the workshops held to date are being analysed and have been supported by innovative and insightful external research.  CIS links to the OxLEP Local Industrial Strategy (LIS) which is a key component of the Oxfordshire Housing and Growth Deal - Productivity workstream.	★
<b>CDC3.1.4 Promote Inward Investment and Business Growth</b>	Cllr L Pratt	Robert Jolley Simon Furlong	Exhibited at 'Revo-19' in Liverpool - a national retail property exhibition & conference 18/19 Sept to promote Lock 29 and other town centre opportunities in Cherwell. Business support provided and enquiries generated from Inward and indigenous investors.	Contribute to the OxLEP Investment Prospectus and Delivery Plan as part of the Oxfordshire LIS.	★	We have met and provided practical advice and guidance to help businesses in both their operational and strategic investment decisions that will benefit Cherwell residents. For example, in the last month, we have worked with local directly assisted local employers and investors with specific matters including site relocation and expansion within the district and identifying new sites locally.  Advice and information were also provided 'in-house' to aid the consideration of key employment related planning applications.  Arrangements are now in place at Bodicote House to host more frequent advice services to residents considering setting-up their own business from CDC premises (through Oxfordshire Business Enterprises). Discussions have also been enabled with venues in Bicester.  Whilst we have around 97% superfast broadband coverage of premises across the District (greater than 24mbps), we recognise that for 3% (mostly households and businesses in rural areas) intervention is required.  We are working with Oxfordshire County Council and partners to deliver 100% coverage and to implement 5G technology through an emerging Digital Infrastructure Strategy and Delivery Plan.	★

**CDC Programme Measures - District of Opportunity & Growth**

	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<p><b>CDC3.1.5 Develop Our Town Centres and Increase Employment at Strategic Sites</b></p>	Cllr L Pratt	Robert Jolley Simon Furlong	Banbury Job Fair: held on 26 September.	Participate in the annual Banbury Chamber Conference/Exhibition 21 Nov 2019. Attend Bicester Vision partnership meeting including AGM on 5 Dec 2019. Facilitate the annual Young Enterprise Trade Fair at Banbury Market to be held on 7 Dec 2019	★	<p>Banbury Job Fair again proved successful for both employers and residents as 156 job seekers/career changers and over 20 employers joined support agencies on 26 Sept to provide a half day of support.</p> <p>The economic growth team contributed to a workshop on 5 Sept to help prepare for the Healthy Place Shaping project in Kidlington.</p> <p>Following the successful Bicester Town Centre workshop with Bill Grimsey, a task group of volunteers from the event has been meeting weekly to produce a framework plan for the town centre, to be reported back to stakeholders in the autumn.</p> <p>Introductions have continued to be made to larger (edge-of-town) businesses to ensure they are able to discuss opportunities for them to have a presence in Banbury town centre within Castle Quay.</p> <p>We continue to support Banbury BID (Business Improvement District) in the delivery of the second year of its 5-year business plan.</p> <p>Progress with increasing employment at strategic sites is recorded under 'Inward investment and business growth' measure (CDC 3.1.4).</p>	★

**CDC Programme Measures - District of Opportunity & Growth**

	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<p align="center"><b>CDC3.1.6 Deliver the Local Plan</b></p> <p align="center"><b>Page 466</b></p>	Cllr C Clarke	David Peckford Simon Furlong	<p>Officers have informally submitted the modifications to the Partial Review of the Local Plan to the Local Plan Inspector. His advice on proceeding to a public consultation is awaited (see commentary). The Oxfordshire Plan 2050: the central Plan team continues with its work to prepare a countywide spatial plan. It is engaged in evidence gathering and is supported by the CDC Planning Policy team as required. Engagement with the district councils is on-going.</p> <p>Local Plan Review: whilst initial preparatory work has commenced, it has been necessary to pause this while work on the Partial Review takes place.</p>	<p>Partial Review of the Local Plan: The Planning Policy Team will proceed to a six-week public consultation (October/November on Main Modifications to the Plan once the Local Plan Inspector provides a 'green light'. Oxfordshire Plan 2050: the central Plan team will continue evidence gathering and scoping of options supported by CDC Planning Policy team. The next formal milestone remains the publication of an Options Paper (dates to be confirmed).</p> <p>Local Plan Review: work will recommence as resources are released from work on the Partial Review of the Local Plan.</p>	●	<p>The Partial Review of the Local Plan (which seeks to help Oxford with its unmet housing need) is being independently examined. On 10 July 2019, the appointed Planning Inspector gave his preliminary views. While he is content with the Plan's overall strategy, he has recommended the deletion of a proposed strategic housing allocation (land to the south east of Woodstock) and requested additional work for the re-distribution of the affected 410 homes. On 30 September 2019, officers informally submitted proposed modifications to the Inspector supported by associated evidence. In October the Inspector will advise whether or not he is content for the Council to proceed to a six-week public consultation.</p> <p>The Oxfordshire authorities continue to work jointly on an Oxfordshire wide plan which in due course will inform the overall review of the adopted Cherwell Local Plan. The central Oxon Plan team is working on options and evidence to support a future public consultation. Preparatory work for the review of the adopted Local Plan commenced in Spring 2019 but has had to be paused while officers return to work on the Partial Review.</p>	●
<p align="center"><b>CDC3.1.7 Deliver the Growth Deal</b></p>	Cllr B Wood	Robert Jolley Simon Furlong	<p>The Quarter 2 housing trajectory figures are now due, compilation is ongoing with submission due end of October 2019.</p>	<p>Affordable Housing financing structure is under review with negotiation ongoing between the partnership, Homes England and MHCLG. The decision on the scheme will dictate how the remaining unit numbers are achieved.</p>	★	<p>The new Senior Responsible Owner continues to hold monthly Growth Deal Board (GD) meetings with key officers. The Cherwell and partnership progress on Year 2 delivery is discussed and October's board meeting will be held on 22nd. Work is ongoing to align this meeting with wider partnership meetings, to ensure a more efficient flow of information and also to strengthen support to the member advisory sub groups including the GD scrutiny panels.</p>	★



CDC KPIs - Clean, Green and Safe

Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
CDC1.2.01 % Waste Recycled & Composted	Cllr D Sames	Ed Potter Graeme Kane	57%	56%	★	The recycling percentage is up by 1.24% on last year	58%	56%	★

**CDC KPIs - Thriving Communities & Wellbeing**

Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
CDC2.2.01 Number of Homeless Households living in Temporary Accommodation	Cllr J Donaldson	Gillian Douglas Graeme Kane	26.00	35.00	★	The number of households requiring temporary accommodation continues to be low. This capacity allows the Housing Team to be flexible and offer support beyond the statutory requirements of homeless legislation, increasing the opportunity for vulnerable households to receive support to secure permanent accommodation. Going into the winter months, further resources will be secured to offer accommodation and support to the most vulnerable clients.	26.00	35.00	★
CDC2.2.02 Number of people helped to live independently through use of DFG & other grants/loans	Cllr J Donaldson	Gillian Douglas Graeme Kane	48.00	45.00	★	We provided assistance to 48 households in September; 13 by means of disabled adaptations grants (larger jobs) and 35 through smaller works.	290.00	270.00	★
CDC2.2.03 Homes improved through enforcement action	Cllr J Donaldson	Gillian Douglas Graeme Kane	13.00	9.00	★	The Housing Standards Team have improved 13 homes by means of enforcement action in September	50.00	54.00	●
Page 468 CDC2.2.04 Delivery of affordable housing in line with CDC and Growth Deal targets	Cllr J Donaldson	Gillian Douglas Graeme Kane	20.00	35.00	▲	<b>Total Affordable Homes completed: 20 Units</b> Affordable Rented (4) comprising: 4 x 1 bed flat Shared Ownership (16) comprising: 16 x 2 bed house A higher number of affordable homes were expected to be completed in September. The actual number delivered, falls short of the projected target in this month. The reduction in completed units is due to delays in developer building programmes, connection of services and build quality standards. These units will still be delivered in 2019/20 but quality assurance is important. There were no units delivered as part of the Oxfordshire Growth Deal as these are expected later in the financial year. 1 unit is expected to complete in October 2019.	223.00	257.00	▲
+ CDC2.2.05 Average time taken to process Housing Benefit New Claims	Cllr T Ilott	Belinda Green Claire Taylor	12.41	15.00	★	The team continue to work hard to ensure that customers receive their Housing Benefit on time and within corporate targets. Performance for the month of September is strong at 12.4 days against our target of 15 days and a national picture of 20 days.	12.87	15.00	★
+ CDC2.2.06 Average time taken to process Housing Benefit change events	Cllr T Ilott	Belinda Green Claire Taylor	7.52	8.00	★	The team continue to work hard to process change events as quickly as possible, within corporate targets, to ensure that customers receive the right benefit at the right time. Changes have been assessed in an average of 7.5 days for September 2019.	7.14	8.00	★

CDC KPIs - Thriving Communities & Wellbeing

Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
CDC2.2.07 Number of visits/usage of District Leisure Centre	Cllr G Reynolds	Graeme Kane Nicola Riley	137,107	130,848	★	<p>In comparison to the same period last year the utilisation at the Leisure Centres is marginally down. The primary reason is the drop off in usage at Spiceball Leisure Centre by just over 8,000 this is due to a number of factors such as the regenerations works, recovery from the pool closure taking longer than expected.</p> <p>Generally, across the other Facilities performance was good with Bicester Leisure Centre, Kidlington and Gosford Leisure Centre and Woodgreen Leisure Centre all demonstrating a small increase but with community use of both Cooper Sports Facility and North Oxfordshire Academy showing a marginal decrease.</p> <p>Stratfield Brake and Whitelands Sports Grounds both performed well with a respective 2,500 and 3,000 increase in usage.</p> <p>Overall usage figures were 137.107 compared to 138,014 in 2018.</p>	817,105	816,547	★
<p style="text-align: center;">Page 469</p> <p>CDC2.2.08 % of Council Tax collected, increase Council Tax Base</p>	Cllr T Illott	Belinda Green Claire Taylor	9%	9%	●	<p>The in-month collection has dropped slightly in September however all reminders, finals and summonses have been issued with proactive recovery taking place on those customers with court orders. We are making outbound calls during the day and evening to reduce the arrears balance. Cherwell is also experiencing an increase of new properties and whilst the customers are being issued with bills as soon as possible after the Valuation Office Agency notify us of the banding the customer is still entitled to pay their bill by instalments and therefore, they are always playing catch up.</p> <p>Whilst processing of billing work is now more up to date, this allows us more time to chase payments from employers and DWP and those customers who haven't paid. We will be working our way through the house keeping tasks to ensure contact is made with debtors to assist with collection.</p> <p>Projected cash analysis confirms we are due to collect 2.8% net collectible debit in February 2020 and 2.2% net collectible debit in March 2020 as the number of 12 monthly payers has increased over the years and whilst abiding by the statutory instalment scheme, we cannot prevent February and March instalments from being given. We will monitor these closely with a view to setting new targets 2020 -20, these will then align to our projected cash analysis report making them more meaningful for the team.</p> <p>With the introduction of Universal Credit CTRS caseload has dropped and analysis has shown that this could also be affecting collection. Council Tax Reduction take-up project is due to kick off w/e 7 October and revenues will be involved with the project.</p>	56%	58%	●

CDC KPIs - Thriving Communities & Wellbeing

Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
CDC2.2.09 % of Business Rates collected, increasing NNDR Base	Cllr T Ilott	Belinda Green Claire Taylor	8.2%	9.5%	▲	<p>The in-month collection has dropped slightly in September however all reminders, finals and summonses have been issued with proactive recovery taking place on those customers with court orders. We are making outbound calls during the day and evening to reduce the arrears balance.</p> <p>The reason for the drop in collection is known and is because a number of new large assessments have been rated by the Valuation Office one of these a rateable value of £720,000.</p>	57.7%	58.5%	●

**CDC KPIs - District of Opportunity & Growth**

Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
⊕ CDC3.2.1 % Major Planning applications processed within 13 weeks	Cllr C Clarke	David Peckford Simon Furlong	86%	60%	★	7 Major Planning Applications were determined during September 2019 and of those, 6 were determined within their target timeframe. As such, 86% of Major Planning Applications were determined within time during September 2019.	85%	60%	★
⊕ CDC3.2.2 % Non Major planning appeal decisions allowed	Cllr C Clarke	David Peckford Simon Furlong	1%	10%	★	93 Non-Major Planning Applications were determined during September 2019 and 1 Non-Major Planning Appeal was allowed by the Planning Inspectorate. As such, 1% of Non-Major Planning Appeals were allowed, against a target to achieve no more than 10%	1%	10%	★
CDC3.2.3 % Planning enforcement appeal decisions allowed	Cllr C Clarke	David Peckford Simon Furlong	0%	10%	★	No Planning Enforcement Appeals were allowed during September 2019.	0%	10%	★
⊕ CDC3.2.4 % of Non Major applications processed within 8 weeks	Cllr C Clarke	David Peckford Simon Furlong	82%	70%	★	93 Non-Major Planning Applications were determined during September 2019 and 76 were determined within the target timeframe. As such, 82% were determined within time.	85%	70%	★
⊕ CDC3.2.6 Major planning appeal decisions allowed	Cllr C Clarke	David Peckford Simon Furlong	14%	10%	▲	<p>There were 7 Major Applications determined during September 2019 and 1 Major Application was allowed by the Planning Inspectorate. This means that 14% of Major Appeals were allowed in September against a target to exceed no more than 10%.</p> <p>The overturn of the Council decision to refuse that application has potential consequences for the interpretation of Local Plan policy. The Council is seeking legal advice on the robustness of the decision.</p>	2%	10%	★

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Appendix 3 – Cherwell District Council – Latest Leadership Risk Register as at 14/10/2019

Level of risk	How the risk should be managed
<b>High Risk</b> (16-25)	<b>Requires active management</b> to manage down and maintain the exposure at an acceptable level. Escalate upwards.
<b>Medium Risk</b> (10 -15)	<b>Contingency Plans</b> - a robust contingency plan may suffice together with early warning mechanisms to detect any deviation from the profile.
<b>Low Risk</b> (1 – 9)	<b>Good Housekeeping</b> - may require some risk mitigation to reduce the likelihood if this can be done cost effectively, but good housekeeping to ensure that the impact remains low should be adequate. Re-assess frequently to ensure conditions remain the same.

Risk Scorecard – Residual Risks						
		Probability				
		1 - Remote	2 - Unlikely	3 - Possible	4 - Probable	5 - Highly Probable
Residual 1473	5 - Catastrophic			L09		
	4 - Major		L12	L07, L10 & L11		
	3 - Moderate			L02, L03, L04, L05, L14	L08, L13 & L15	
	2 - Minor			L01		
	1 - Insignificant					

Risk Definition	
Leadership	Strategic risks that are significant in size and duration, and will impact on the reputation and performance of the Council as a whole, and in particular, on its ability to deliver on its corporate priorities
Operational	Risks to systems or processes that underpin the organisation’s governance, operation and ability to deliver services





Ref	Name and Description of risk	Potential impact	Inherent (gross) risk level (no Controls)			Controls	Control assessment	Lead Member	Risk owner	Risk manager	Residual risk level (after existing controls)			Direct'n of travel	Mitigating actions (to address control issues)	Comments	Last updated
			Probability	Impact	Rating						Probability	Impact	Rating				
2019/20																	
L03 -	<b>Organisational Capacity</b> - Ability to deliver Council priorities and services impacted by increased workload and reduced capacity/resilience following end of joint working arrangements with South Northamptonshire Council.	Financial impact due to use of agency staff, possible impact on customers and frontline service delivery if capacity risks are not managed.  Inability to deliver council's plans  Inability to realise commercial opportunities or efficiencies  Reduced resilience and business continuity  Reduced staff morale, increased workload and uncertainty may lead to loss of good people	4	4	16	Weekly HR Vacancy Control process in place to ensure appropriate resourcing decisions are made.  Arrangements in place to source appropriate interim resource if needed  Ongoing programme of internal communication  Programme Boards in place to oversee key corporate projects and ensure resources are allocated as required.  CDC Extended Leadership Team (ELT) Meetings established to oversee and provide assurance on key organisational matters including resourcing.  Partnership Working Group established with OCC to oversee joint working opportunities.	Partially  Fully  Fully  Fully  Partially  Partially	Councillor Barry Wood	Yvonne Rees	Claire Taylor	3	3	9	↓	Weekly CEDR and monthly ELT meetings with clear escalation pathways for issues to be resolved.  Learning and development opportunities identified and promoted by the Chief Executive.  Regular communications from Chief Executive. Quarterly staff briefings from Assistant Directors.  External support secured for key corporate projects including CDC/OCC joint working, Growth Deal and IT Transformation Programme.	Proposals for two Joint Corporate Directors between CDC and OCC approved.  Opportunities for joint working with OCC being explored for Legal, Finance and Strategic Capability (corporate services).	Risk reviewed 17/10/19 - Risk description updated. Residual score decreased from 12 to 9 and commentary updated.
L04 -	<b>CDC Local Plan</b> - Failure to ensure sound, up to date local plan remains in place for Cherwell resulting in poor planning decisions such as development in inappropriate locations, inability to demonstrate an adequate supply of land for housing and planning by appeal	Poor planning decisions leading to inappropriate growth in inappropriate place.  Negative (or failure to optimise) economic, social, community and environmental gain  Negative impact on the council's ability to deliver its strategic objectives, including its commitments within the Oxfordshire Housing & Growth Deal Increased costs in planning appeals  Possible financial penalties through not delivering forecasted New Homes Bonus (NHB)  Reputational damage with investor community of Cherwell as a good place to do business created by uncertainty/ lack of policy clarity	3	5	15	Local Development Scheme (LDS) is actively managed and reviewed, built into Service Plan, and integral to staff appraisals of all those significantly involved in Plan preparation and review  Team capacity and capability kept under continual review with gaps and pressures identified and managed at the earliest opportunity.  Arrangements in place to source appropriate additional, time-bound resource if needed  Delegations to Chief Exec agreed to ensure timely decisions  Ongoing programme of internal communication, including Members updates and training programme  On-going review of planning appeal decisions to assess robustness and relevance of Local Plan policies  Updates on annual NHB payments	Partially  Partially  Partially  Fully  Fully  Not	Councillor Colin Clarke	Simon Furlong	David Peckford	3	3	9	↔	Regular review meetings on progress and critical path review  Regular Portfolio briefings and political review  LDS updated as required with programme management approach adopted to ensure progress against plan LDS timeline built into Directorate level objectives (e.g. via Service Plans) and incorporated into SMART targets within staff appraisals  Additional evidence commissioned as required. Need to keep under review staff and financial resources to ensure delivery to timetable (LDS) for Local Plan Review.  Authority Monitoring Reports continue to be prepared on a regular annual basis	The latest Local Development Scheme is that approved by the Executive in December 2018. It includes the programmes for the Partial Review of the Local Plan, the Oxfordshire Plan 2050, a Local Plan Review, the Banbury Canalside Supplementary Planning Document and work on a Community Infrastructure Level (CIL).  The residual risk score of '9' reflects delay with the Oxfordshire Plan and the review of the Local Plan.	Risk reviewed 06/10/19 - Risk owner, mitigating actions and additional info updated.
L05 -	<b>Business Continuity</b> - Failure to ensure that critical services can be maintained in the event of short or long term incident affecting the Councils' operations	Inability to deliver critical services to customers/residents  Financial loss  Loss of important data  Inability to recover sufficiently to restore non-critical services before they become critical  Loss of reputation	4	4	16	Business continuity strategy in place  Services prioritised and recovery plans reflect the requirements of critical services  ICT disaster recovery arrangements in place  Incident management team identified in Business Continuity Strategy  All services undertake annual business impact assessments and update plans  Business Continuity Plans tested	Fully  Fully  Fully  Partially  Fully  Partially	Councillor Andrew McHugh	Graeme Kane	Richard Webb	3	3	9	↔	Business Continuity Statement of Intent and Framework agreed by CEDR BC Improvement Plan agreed with CEDR  ICT transition to data centre and cloud services have reduced likelihood of ICT loss and data loss  Corporate ownership and governance sits at senior officer level  BC Impact assessments and BCPs in place for all teams and peer reviewed by OCC's Emergency Planning team  Progress report was provided to CEDR in March	A cross-council programme to update all business continuity plans commenced in September to ensure all plans are up to date following separation of the councils. The BC steering group met in August and agreed a support package for BC plan authors to assist them to review their plans. The Business Continuity pages on the Intranet are being updated to provide more resources and information to assist in the development of BC plans.	Risk Reviewed 09/10/19 - comments updated

Ref	Name and Description of risk	Potential impact	Inherent (gross) risk level (no Controls)			Controls	Control assessment	Lead Member	Risk owner	Risk manager	Residual risk level (after existing controls)			Direct'n of travel	Mitigating actions (to address control issues)	Comments	Last updated
			Probability	Impact	Rating						Probability	Impact	Rating				
2019/20																	
L07 -	<b>Emergency Planning (EP)</b> Failure to ensure that the local authority has plans in place to respond appropriately to a civil emergency fulfilling its duty as a category one responder	Inability of council to respond effectively to an emergency Unnecessary hardship to residents and/or communities Risk to human welfare and the environment Legal challenge Potential financial loss through compensation claims Ineffective Cat 1 partnership relationships	4	4	16	Key contact lists updated monthly. Emergency Planning Lead Officer defined with responsibility to review, test and exercise plan and to establish, monitor and ensure all elements are covered Added resilience from cover between shared Environmental Health and Community Safety Teams as officers with appropriate skill Senior management attend Civil Emergency training Multi agency emergency exercises conducted to ensure readiness On-call rota established for Duty Emergency Response Co- ordinators Active participation in Local Resilience Forum (LRF) activities	Fully Partially Fully Fully Fully Fully	Councillor Andrew McHugh	Graeme Kane	Richard Webb	3	4	12	↔	Emergency plan contacts list being updated monthly and reissued to all duty managers. OCC Emergency Planning providing expert advice and support under a partnership arrangement. Chief Operating Officer meets with ACO Oxfordshire Fire and Rescue quarterly to oversee shared EP arrangements. Supporting officers for incident response identified in the emergency plan and wallet guide. Drop in training session now taking place monthly (from June) covering a range of topics. Senior managers have attended multi-agency exercises and duty manager training with OCC senior managers. On-call rota being maintained Authority represented at the Local Resilience Forum	Active plans are in place to ensure the authority is prepared for a variety of emergencies. Continual improvements are being made as a result of a review of these plans and in partnership with the Local Resilience Forum. An 'on-call' system ensures there is a senior manager available to lead a response to an incident 24/7. Cherwell now has a stand-alone plan following separation from SNC. OCC are providing expert advice and support. Active involvement in the LRF Brexit planning arrangements is on-going and a refreshed timetable of risk and impact review is in place and restarted in September.	Risk Reviewed 09/10/19 - comments updated.
L08 -	<b>Health and safety</b> - Failure to comply with health and safety legislation, corporate H&S policies and corporate H&S landlord responsibilities	Fatality, serious injury & ill health to employees or members of the public Criminal prosecution for failings Financial loss due to compensation claims Enforcement action – cost of regulator (HSE) time Increased sickness absence Increased agency costs Reduction in capacity impacts service delivery	5	4	20	New Health & Safety Corporate H&S arrangements & guidance in place as part of the newly adopted HSG65 Management System Clearly identified accountability and responsibilities for Health and Safety established at all levels throughout the organisation Corporate H&S Manager & H&S Officer in post to formalise the H&S Management System & provide competent H&S advice & assistance to managers & employees. Proactive monitoring of Health & Safety performance management internally Proactive monitoring of Health & Safety performance management externally Effective induction and training regime in place for all staff Positive Health & Safety risk aware culture Corporate Health & Safety meeting structure in place for co-ordination and consultation Corporate body & Member overview of Health & Safety performance via appropriate committee Assurance that third party organisations subscribe to and follow Council Health & Safety guidelines and are performance managed where required	Partially Partially Partially Partially Fully Partially Partially Fully Partially	Councillor Lynn Pratt	Adele Taylor	Ceri Harris	4	3	12	↔	A new Corporate Health, Safety and Wellbeing Policy was ratified BPM meeting on 17th June. The Corporate arrangements are in the process of being updated. These will be finalised by end of October 2019. Following the ratification of the new Corporate Health, Safety and Wellbeing Policy in July new AD checklists will be issued. The H&S team are conducting health and safety inspections internally across all services and teams, the health and safety inspection program has been reviewed and the programme started its role out in May 2019. To date a total of 9 audits have been carried out. The health and safety internal inspection cover all elements of our overall H&S management system to ensure compliance with our standards. Management of H&S training will now be included within the new eLearning programme which is in the process of being procured. A central list of risk assessments is to be created to enable more proactive monitoring of risk assessment across the council. Risk Assessment Workshop training is being developed. Robust training already in place in Environmental Services. Corporate Arrangements are being updated. These will be Good awareness in higher risk areas of the business, e.g. Environmental Services. However other areas need improved awareness of risk assessment process. Reviews of leases and performance monitoring to be reviewed to satisfy the Councils providers/ contractors are managing significant risks.	Senior Officer Meeting receives regular updates from Corporate H&S Manager. Relevant updates taken to appropriate committee. Joint Council and Employee Engagement Committee (JCEEC) to be formed by HR in Oct/Nov time. To be in place to ensure robust communication methods are in place for consultation between HR/H&S and TU. HR AD in the process of co-ordinating JCEEC meetings. First JCEEC meeting took place January 2019 The Internal Audit programme has undergone a review due to change in the resources available following separation to carry out the existing 3 year program. A new 2 year schedule has been developed to replace the existing schedule. Roll out of the new audit schedule commenced in May 2019. Final sign off from the HR/Training Manager for training procurement and implementation due. Final tweaks being made prior to launch of eLearning package A review has been undertaken of all CDC owned properties to ensure that fire risk assessments, water hygiene surveys and asbestos surveys have been completed where required. A compliance review of tenanted properties leased by CDC is also under way to ensure that the tenants are managing the property in accordance with legislative requirements.	Risk reviewed 09/10/19 - Mitigating actions and comments updated.

Ref	Name and Description of risk	Potential impact	Inherent (gross) risk level (no Controls)			Controls	Control assessment	Lead Member	Risk owner	Risk manager	Residual risk level (after existing controls)			Direct'n of travel	Mitigating actions (to address control issues)	Comments	Last updated
			Probability	Impact	Rating						Probability	Impact	Rating				
2019/20																	
L09 -	<b>Cyber Security</b> - If there is insufficient security with regards to the data held and IT systems used by the councils and insufficient protection against malicious attacks on council's systems then there is a risk of: a data breach, a loss of service, cyber- ransom.	Service disruption Financial loss / fine Prosecution – penalties imposed Individuals could be placed at risk of harm Reduced capability to deliver customer facing services Unlawful disclosure of sensitive information Inability to share services or work with partners Loss of reputation	4	5	20	File and Data encryption on computer devices Managing access permissions and privileged users through AD and individual applications Consistent approach to information and data management and security across the councils Effective information management and security training and awareness programme for staff Password security controls in place Robust information and data related incident management procedures in place Appropriate robust contractual arrangements in place with all third parties that supply systems or data processing services Appropriate plans in place to ensure ongoing PSN compliance Adequate preventative measures in place to mitigate insider threat, including physical and system security Insider threat mitigated through recruitment and line management processes	Fully Fully Fully Partially Fully Fully Fully Partially Fully	Councillor Ian Corkin	Claire Taylor	David Spilsbury	3	5	15	↔	The cyber-essentials plus certification has now been passed.  Cyber-security was reviewed by Internal Audit in May 2017 and a review meeting was held on 30th August 2018. The output has been received and signed off with good progress summary noted. The Regional Police Cyber Security Advisor gave the IT management team two training sessions (full cyber awareness Oct18 and table top DR exercise Nov18) followed by a series of all-Council staff awareness sessions in January 2019. Mop-up on e-learning options now being explored by IT and HR.  To complete the implementation of the intrusion prevention and detection system.  Agreed Terms of Reference and re-implementation of the security forum as the Information Governance Group, with meetings to be held on a minimum quarterly basis chaired by the Information Governance Manager. Information Governance support is now provided to Cherwell as part of a joint working relationship with Oxfordshire County Council. An action for the next month will be to ensure there are effective partnership working arrangements in place under this new service.  Cyber Awareness e-learning available and will be part of new starters induction training.  Cyber Security issues regularly highlighted to all staff.  External Health Check undertaken April 2019, executive summary gives us a high security posture and no critical security issues.	Cyber security incidents are inevitable. The only way to manage this risk is to have effective controls and mitigations in place including audit and review.	Risk Reviewed 07/10/19 - No changes.
L10 -	<b>Safeguarding the vulnerable (adults and children)</b> - Failure to review our policies and procedures in relation to safeguarding vulnerable adults and children or raising concerns about their welfare	Increased harm and distress caused to vulnerable individuals and their families Council could face criminal prosecution Criminal investigations potentially compromised Potential financial liability if council deemed to be negligent	4	4	16	Safeguarding lead in place and clear lines of responsibility established Safeguarding Policy and procedures in place Information on the intranet on how to escalate a concern Mandatory training and awareness raising sessions are now in place for all staff. Safer recruitment practices and DBS checks for staff with direct contact Action plan developed by CSE Prevention group as part of the Community Safety Partnership Data sharing agreement with other partners Attendance at Children and Young People Partnership Board (CYPPB) Annual Section 11 return compiled and submitted as required by legislation. Engagement with Joint Agency Tasking and Co-ordinating Group (JATAC) and relevant Oxfordshire County Council (OCC) safeguarding sub group Engagement at an operational and tactical level with relevant external agencies and networks	Partially Fully Fully Fully Partially Partially Fully Fully Fully Fully	Councillor Barry Wood	Graeme Kane	Nicola Riley	3	4	12	↔	Ongoing internal awareness campaigns Ongoing external awareness campaigns Annual refresher and new training programmes including training for new members Continue to attend groups focused on tackling child exploitation	Vacant Safeguarding post has necessitated temporary changes with services making their own referrals directly and sending notification to Safeguarding inbox. Discussions with colleagues at OCC have provided insight but no clear way forward as yet. Software purchase proving time consuming.	Risk Reviewed 11/09/19 - No changes

Ref	Name and Description of risk	Potential impact	Inherent (gross) risk level (no Controls)			Controls	Control assessment	Lead Member	Risk owner	Risk manager	Residual risk level (after existing controls)			Direct'n of travel	Mitigating actions (to address control issues)	Comments	Last updated
			Probability	Impact	Rating						Probability	Impact	Rating				
2019/20																	
L11 -	<b>Sustainability of Council owned companies and delivery of planned financial and other objectives</b> - failure of council owned companies to achieve their intended outcomes of fail to meet financial objectives	Unclear governance leading to lack of clarity and oversight in terms of financial and business outcomes  Non achievement of business and finance outcomes directly or indirectly impacting on other council services  Lack of understanding at officer and member level about the different roles of responsibilities required when managing council owned companies	3	4	12	Annual business planning in place for all companies to include understanding of the link between our objectives being delivered and financial impact for the council  Financial planning for the companies undertaken that will then be included within our own Medium term financial plan  Ensure strong corporate governance mechanisms are in place  Sound monitoring in place of both business and financial aspects of the companies and the impact on overall council performance  Training in place for those undertaking roles relating to the companies	Fully  Fully  Partially  Fully  Partially	Councillor Tony Illot	Adele Taylor	Dominic Oakeshott	3	4	12	↔	Changes in the shareholder support side line management been put in place. Additional oversight and capacity from senior managers including performance dashboards at CEDR  Resilience and support being developed across business to support and enhance knowledge around council companies  Skills and experience being enhanced to deliver and support development, challenge and oversight.	Knowledge and experience building take place with training and support as required.  Company dashboard now being reviewed by CEDR to understand the impact of what is happening at company level on the council.  Review of company governance being undertaken to ensure that we are adhering to best practice	Risk reviewed - 09/10/19 - No changes
L12 -	<b>Financial sustainability of third party suppliers including contractors and other partners</b> - the failure of a key partner of supplier impacting on the business of the council	The financial failure of a third party supplier or partner results in the inability or reduced ability to deliver a service to customers.  Failure to ensure the necessary governance of third party relationships (council businesses, partners, suppliers) are in pace to have sufficient oversight of our suppliers	3	4	12	Ensure contract management in place review and anticipate problems within key service suppliers and partners  Business continuity planning arrangements in place in regards to key suppliers  Ensuring that proactive review and monitoring is in place for key suppliers to ensure we are able to anticipate any potential service failures	Partially  Partially  Partially	Councillor Tony Illot	Adele Taylor	Wayne Welsby	2	4	8	↔	Meetings take place when required with suppliers to review higher risk areas.  Some review of appropriate information in regards to key supplier performance through trade press, information from networks in place.	The Council continues to monitor suppliers financial stability and meets with suppliers when required. Financial company insight being gained through use of monitoring tools and financial advice.	Risk reviewed - 12/09/19 - No Changes.
L13 -	<b>Separation and Joint Working</b> - Separation of joint services with SNC and development of joint working partnership with OCC impacts on the provision of services to residents and communities.	Inability to deliver Council priorities and plans, impacting on quality of services delivered to residents and communities.  Reduced resilience and business continuity  Reduced staff morale, increased workload and uncertainty may lead to loss of good people  Opportunities for joint working with OCC take longer to develop than planned delaying potential service improvements for residents and communities. Northamptonshire re-organisation impacts on services being delivered to SNC from CDC, impacting on the quality of services delivered to residents and communities.	5	4	20	Agreed programme of separation in place between CDC and SNC  Programme Board and Project Team established to deliver separation.  S113 agreement in place with Oxfordshire County Council  Partnership Working Group established with OCC to oversee the development of joint working proposals.  On-going service delivery arrangements to SNC set out clearly and underpinned by the Collaboration Agreement with protocols in place for dealing with any emerging issues.  Regular review and sharing of partnership activity / engagement at senior officer meetings	Fully  Fully  Fully  Partially  Partially	Councillor Barry Wood	Yvonne Rees	Claire Taylor	4	3	12	↓	Standing item at senior officer meetings - regular review of risk and control measures.  Legal advice sought with regards to the employment implications of re-organisation and separation proposals.  Separation tracker and risk register to be circulated at all senior management meetings.  Collaboration Agreement to underpin joint working with SNC following the end of the s113 in place.	All services have now either been separated or moved into service delivery arrangements with SNC.  Reviews of service delivery arrangements with SNC to take place between October-December 2019.  Strategic Capability proposal considered by Partnership Working Group in August.  Proposals for two Joint Corporate Directors between CDC and OCC approved in July.	Risk reviewed 09/10/19 - Mitigating actions, residual score reduced from 15 to 12 and Commentary updated.

Ref	Name and Description of risk	Potential impact	Inherent (gross) risk level (no Controls)			Controls	Control assessment	Lead Member	Risk owner	Risk manager	Residual risk level (after existing controls)			Direct'n of travel	Mitigating actions (to address control issues)	Comments	Last updated
			Probability	Impact	Rating						Probability	Impact	Rating				
2019/20																	
L14 -	<b>Corporate Governance -</b> Failure of corporate governance leads to negative impact on service delivery or the implementation of major projects providing value to customers.	Threat to service delivery and performance if good management practices and controls are not adhered to. Risk of ultra vires activity or lack of legal compliance  Risk of fraud or corruption Risk to financial sustainability if lack of governance results in poor investment decisions or budgetary control. Failure of corporate governance in terms of major projects, budgets or council owned companies impacts upon financial sustainability of the councils.	4	4	16	Clear and robust control framework including: constitution, scheme of delegation, ethical walls policy etc. Clear accountability and resource for corporate governance (including the shareholder role). Integrated budget, performance and risk reporting framework. Corporate programme office and project management framework. Includes project and programme governance. Internal audit programme aligned to leadership risk register.  Training and development resource targeted to address priority issues; examples include GDPR, safeguarding etc. HR policy framework. Annual governance statements	Partially Partially Partially Partially Partially Partially	Councillor Barry Wood	Yvonne Rees	Nick Graham	3	3	9	↔	Standing item at senior officer meetings – regular review of risk and control measures Review of constitution to take place 2018/19  Implementation of corporate programme office – May 2018  Full review of HR policy to be undertaken during 2018/19  Monitoring Officer to attend management team meetings	S113 Agreement terminates on 16 January 2019. Collaboration Agreement being developed. Executive and Cabinet will consider its adoption on 7 and 14 January 2019 respectively. Service schedules are being developed for all services that require ongoing joint working - and these are programmed to be in place by 16 January 2019.	Risk reviewed 09/10/19 - No changes.
L15 -	<b>Oxfordshire Growth Deal (contract with HMG)</b> As a result of a lack of experience of this scale and nature of partnership delivery there is a risk that inadequate levels of control will be applied by the Partnership to Oxfordshire Housing and Growth Deal governance, resourcing and delivery and that CDC (and its partners) will fail to meet its publicly stated Contractual commitments to its Partners and Government over the 5-year term.	Failure to meet its obligations as a partner within the Growth Deal could see Cherwell as a factor in Government holding back some or all of its funding and/or cease to extend the arrangement beyond 2023.  Infrastructure milestone delivery late (for infrastructure linked to accelerated housing)  Accelerated housing numbers delivered to plan late  Cost of infrastructure to accelerate circa 6500 homes within 5-year term significantly beyond 2018 budget cost estimate  DC GVA: no defined metrics in HGDDP but linked to homes accelerated/infrastructure/affordable homes delivered/JSSP progress and delivery  JSSP  Affordable Houses Productivity	5	5	25	Appointment of an interim advisor to guide and support delivery of the GD programme and risk management controls  Recognition of issues in CDC GD arrangements and delivery of a 6-week review to identify and propose an action plan to manage and bring the issues within control (see 6-week plan) Establish CDC organisational fit of GDC GD as a programme capability reporting to CEDR through the Place Board  Secured approval for CDC GD next stage plan at CEDR 17/12/18 which targets setting up CDC GD programme board, work stream capability and leadership supported by CDC Transformation PMO by end March 19 (see Board paper and Next stage Plan Proposal) Built on CDC PMO RAID principles and developed initial RAID logs for each work stream (capture risks, issues, dependencies and assumptions) to help define "gives and gets" as a basis for holding all to account for defined and transparent baseline delivery.	Fully Partially Fully Fully	Councillor Barry Wood	Robert Jolley	Jonathan MacWilliam	4	3	12	↔	A CDC GD programme and programme board capability  Work stream plans of work (work stream brief, schedule, RAID log)  Appropriate engagement with members in support of their advisory/scrutiny at GD Board level  Governance and performance management  Improved collaboration working with partners to hold them to account for their part of delivery  Securing approval of a resourced GD Y2 plan to be delivered in a collaborative partnership environment Extending support from interim advisor to end March 19	There has been a change of SRO this month with the previous deputy SRO Robert Jolley assuming the senior role. The resulting vacant deputy SRO role now needs to be filled. This change in Board membership is not seen as impacting the overall Risk assessment. CEDR have approved the Year 2 Plan for Growth Deal delivery. Included in the decision was the agreement in principal to deliver the resources required by the Plan. Having the resourced plan in place will enable the residual risk to be managed downwards. However until the resources are available we consider it appropriate that the risk remains unchanged in this period. The programme is now working to the approved Year 2 Plan with the Programme Board providing appropriate governance and oversight. Whilst confidence is improving the overall low maturity level of the programme means that the Risk level remains at Amber. It is anticipated that should the current trajectory for the programme be maintained the residual risk will improve to GREEN (low risk) within the current quarter.	Risk reviewed 09/10/19 - no changes

#### L04 - Local Plan Risk

The latest Local Development Scheme is that approved by the Executive in December 2018. It includes the programmes for the Partial Review of the Local Plan, the Oxfordshire Plan 2050, a Local Plan Review, the Banbury Canalside Supplementary Planning Document and work on a Community Infrastructure Level (CIL).

##### **Partial Review**

A Partial Review of the Local Plan, to assist Oxford with its unmet housing need, was submitted to Government for Examination on 5 March 2018. A preliminary public hearing was held on 28 September 2018. On 29 October, the Inspector advised that the Council could proceed to main hearings. Main hearings were held during the weeks commencing 4 and 11 February 2019. On 13 July 2019, the Council received the Inspector's Post-Hearing Advice Note setting out his preliminary conclusions. In principle, the Inspector is satisfied that the Plan's housing requirement and strategy are appropriate and that there are exceptional circumstances for alterations to the Green Belt. However, he has concerns about proposed development next to Woodstock and suggested that the Council prepare Main Modifications to address this. **On 30 September 2019, officers informally submitted proposed modifications to the Inspector supported by associated evidence. In October the Inspector will advise whether or not he is content for the Council to proceed to a six week public consultation.**

##### **Oxfordshire Plan 2050**

A Growth Deal commitment. The Plan is being prepared by a central Plan team appointed through the Oxfordshire Growth Board. It must be submitted to Government for Examination by March 2020 to meet the existing terms of the Deal. The Council contributes to the plan-making process as a partner with a view to it being adopted as part of the Development Plan upon completion.

Public consultation on an Issues Paper ended on 25 March 2019. A public 'call for location ideas' ended on 12 April. The central Plan team is evidence gathering and scoping 'spatial options' for Plan development. **On 24 September 2019, a report was considered by the Oxfordshire Growth Board proposing a new timetable for completion of the Plan. This allows for further stakeholder engagement in Autumn/Winter 2019/20; consultation on a formal Options Paper in June/July 2020; and consultation on a proposed Plan at the end of 2020 with the intention to submit the Plan for Examination in March 2021.**

##### **Local Plan Review**

Work programming and initial preparatory work commenced in Spring 2019 but has had to be put on hold while further work on the Partial Review is pursued. There is a statutory requirement to review Local Plans within five years from adoption (the adopted Local Plan having been adopted in July 2015). The Plan will need to take account of the Oxfordshire Plan 2050 and consequently there are dependencies between the two work programmes.

##### **Banbury Canalside SPD**

Work has been stalled due to the need to review the work undertaken to date, particularly in the context of wider business plan objectives, and due to capacity issues within the Planning Policy team. A scope of work has been drafted.

##### **Community Infrastructure Levy**

Not a Local Development Document but a potential means of securing funding for infrastructure to assist overall delivery (should the Council decide to implement CIL). Work on a potential charging levy was paused due to a Government review of

CHERWELL CAPITAL EXPENDITURE 2019-20

Appendix 4

PROJECT MANAGER / SERVICE OWNER	ED / ASSISTANT DIRECTOR	DESCRIPTION	£000's					Re-profiling and variances to be updated		OUTTURN NARRATIVE
			BUDGET	BUDGET TOTAL	FORECAST	RE-PROFILED BEYOND 2019/20	Current Month Variances £000	Prior Month Variances £000		
Stuart Parkhurst	Nicola Riley	Sunshine Centre	440	440	419		(21)	(21)	Scheme was approved 02/07/18 for £372k (made up of £252k S106 and £120k CDC funding) However when the potential o/spend was discussed with Nicola it was discovered that S106 funds were actually £360k plus an additional £72k giving a total of S106 £432k. Plus £8k CDC funding gives a total budget of £440k. Works instructed and contracts signed. Transfer of lease from OCC to CDC in progress. On site from 20/4/19. 25 week programme with completion expected by Nov 19. funding (See KC email 17/12/18)	
<b>Community Total</b>			<b>440</b>	<b>440</b>	<b>419</b>	<b>-</b>	<b>(21)</b>	<b>(21)</b>		
Liam Didcock	Graeme Kane	Biomass Heating Bicester Leisure Centre	14	14	0		(14)	(14)	Budget no longer required	
Tom Darlington	Graeme Kane	Whitelands Farm Sports ground	0	0	0		-	-	Final account still under review. Overspend to be funded from S106. There is to be further costs in 2019-20 which will be funded from S106	
Liam Didcock	Graeme Kane	Solar Photovoltaics at Sports Centres	43	43	0	43	0	(80)	This budget may be recycled for 'Climate Emergency Fund' and will need to be reprofiled to 20/21	
Tom Gubbins	Graeme Kane	Football Development Plan in Banbury	20	20	20		-	-	We forecast to spend £20k on Leisure strategy and feasibility work as allocated	
Liam Didcock	Graeme Kane	North Oxfordshire Academy Astro turf	183	183	183		-	-	Anticipated full spend by Easter 2020	
Liam Didcock	Graeme Kane	Bicester Leisure Centre Extension	122	122	0	122	-	-	Following strategy presented to members and prioritisation. Work due to commence in 2020 slipped a year	
Liam Didcock	Graeme Kane	Spiceball Leis Centre Bridge Resurfacing	30	30	0	30	-	-	Works to be determined post completion of the new bridge connection, as part of the CQ2 project. Will roll into 20/21	
Rebecca Dyson	Graeme Kane	Corporate Booking System	60	60	60		-	-	work being undertaken to determine the provision of booking system for sport and leisure through JADU and likely expenditure required for 19/20. Delay partly due to CDC/SNC split. Spend likely Q3/4 with residual spend in 2021	
Liam Didcock	Graeme Kane	Cooper School Performance Hall - Roof, Floor & Seating	0	0	0		-	-	capital scheme completed in 18-19	

CHERWELL CAPITAL EXPENDITURE 2019-20

Appendix 4

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Kevin Lerner	Graeme Kane	Cherwell Community Fund	167	167	167		-	-	This is the Cherwell Community Capital Grant. The 18/19 budget was all awarded to community projects in 18/19. However, some of the commitments were not put onto Civica until very recently (due to delays receiving confirmatory information from the recipients). The money will actually go out of the door as the grant aided projects are completed during 19/20. See SB email 02/8/19 in Communities folder	
Liam Didcock	Graeme Kane	Cooper sports Facility Floodlights	65	65	64		(1)	(1)	Project complete	
Liam Didcock	Graeme Kane	Fencing Works/Associated Storage	50	50	50		-	-	Tender of contract has commenced. Expect to spend full budget by the end of Q4	
<b>Leisure &amp; Sport Total</b>			<b>754</b>	<b>754</b>	<b>544</b>	<b>195</b>	<b>(15)</b>	<b>(95)</b>		
Tim Mills	Gillian Douglas	Disabled Facilities Grants	749	1,842	1,300	542	-	-	expect to spend £1.3m but will need to roll forward whatever is not spent because this is Better Care Fund money and cannot be used for other purposes. . On that basis we shall not need DFG capital from the Council for 2020-21	
Tim Mills	Gillian Douglas	Discretionary Grants Domestic Properties	304	304	200		(104)	(104)	spend this year is rather uncertain and depends heavily on the number of Landlords Home Improvement Grants we can deliver. We shall not spend more than £200k but if may prove to be nearer £120k. At this stage please report a£200k forecast. The £104k difference was not and is not required this year and does not need to be rolled forward. The 5-year funding agreement for Discretionary Grants is £150k pa until 2023-24. I propose that we should roll forward any underspend against our projected £200k spend.	
	Gillian Douglas	Abritas Upgrade	52	52	52		-	-	Upgrade of Abritas taking place so full spend is expected.	
<b>Housing Total</b>			<b>1,105</b>	<b>2,198</b>	<b>1,552</b>	<b>542</b>	<b>(104)</b>	<b>(104)</b>		
Ed Potter	Graeme Kane	Car Park Refurbishments	192	192	150	42	-	-	£42k to be slipped in to 20/21 - confirmation expected in period 7	
Ed Potter	Graeme Kane	Energy Efficiency Projects	15	15	15		-	-	Anticipated full spend in 19/20	
Ed Potter	Graeme Kane	Glass Bank Recycling Scheme	0	0	0		-	7	Spend should be against 40028, journal required	



CHERWELL CAPITAL EXPENDITURE 2019-20

Appendix 4

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Ed Potter	Graeme Kane	Public Conveniences	250	250	200	50	-	-	£50k to be slipped in to 20/21 - confirmation expected in period 7	
Ed Potter	Graeme Kane	Off Road Parking	18	18	18		-	-	Anticipated full spend in 19/20	
Ed Potter	Graeme Kane	Vehicle Replacement Programme	1,179	1,179	1,179		-	21	Anticipated full spend in 19/20	
Ed Potter	Graeme Kane	Wheeled Bin Replacement Scheme	45	45	45		-	-	Anticipated full spend in 19/20	
Ed Potter	Graeme Kane	Urban City Electricity Installations	15	15	15		-	-	Anticipated full spend in 19/20	
Ed Potter	Graeme Kane	Vehicle Lifting Equipment	20	20	19		(1)	-	Fully committed 19/20	
Ed Potter	Graeme Kane	Container Bin Replacement	20	20	20		-	-	Anticipated full spend in 19/20	
Ed Potter	Graeme Kane	Commercial Waste Containers	12	12	12		-	-	Anticipated full spend in 19/20	
Ed Potter	Graeme Kane	On Street Recycling Bins	25	25	25		-	-	Anticipated full spend in 19/20	
Ed Potter	Graeme Kane	Thorpe Lane Depot Capacity Enhancement	50	50	52		2	2	Slight Overspend in 19/20	
		<b>Environment - Environment</b>	<b>1,841</b>	<b>1,841</b>	<b>1,750</b>	<b>92</b>	<b>1</b>	<b>30</b>		
		<b>Wellbeing, Environmental &amp; Regulatory Total</b>	<b>4,140</b>	<b>5,233</b>	<b>4,265</b>	<b>829</b>	<b>(139)</b>	<b>(190)</b>		
Jane Norman	Robert Jolley	Community Centre Refurbishments	84	84	84		-	-	Anticipated full spend in 19/20	
Jane Norman	Robert Jolley	The Hill Youth Community Centre	989	0	0		-	-	duplicate code, see 40107 for The Hill project	
Andrew Bowe	Robert Jolley	East West Railways	1,450	1,450	1,450		-	-	Anticipated full spend in 19/20 - emailed RJ & AB	
Robert Jolley	Paul Feehily	Graven Hill - Loans and Equity	13,000	13,000	13,000		-	-	This drawn based on the funding requirements of Graven Hill but should be drawn in full by the year end.	
Jenny Barker	Robert Jolley	NW Bicester Eco Business Centre	68	68	68		-	-	Anticipated full spend in 19/20 - emailed JB	
Jane Norman	Robert Jolley	Cher Com Led Prog The Hill Com Centre	110	1,099	1,099		-	-	Project is on target for completion in summer 2019 and is on budget	
Jane Norman	Robert Jolley	Build Programme Phase 1		0	17		17	4	Phase one - based on figures from table at bottom	
Jane Norman	Robert Jolley	Build Programme Phase 1b	0	0			-	5		
Jane Norman	Robert Jolley	Admiral Holland Redevelopment Project (phase 1b)	2,380	2,380	2,073	307	(0)	6	Total budget for Phase 1b £3,554m. Anticipated full spend in 19/20 for Admiral Holland & Creampot Crescent however Bicester Library is on hold.	
Jane Norman	Robert Jolley	Creampot Crescent Cropreddy (phase 1b)	201	201	195	6	0	7		
Jane Norman	Robert Jolley	Bicester Library (phase 1b)	973	973	29	945	1	8		
Jane Norman	Robert Jolley	Build Programme Phase 2	674	674	0	674	(0)	-		
Jane Norman	Robert Jolley	Bretch Hill Reservoir (Thames Water Site)	6,964	6,964	0	6,964	-	-		
Jane Norman	Robert Jolley	Trades & Labour Club	1,542	1,542	0	1,542	-	-		
Jane Norman	Robert Jolley	Angus Close	344	344	0	344	-	-		
Jane Norman	Robert Jolley	Nizewell Head	198	198	0	198	-	-		
Jane Norman	Robert Jolley	Leys Close	276	276	6	270	-	-		
Jane Norman	Robert Jolley	Bullmarsh Close	354	354	8	346	-	-		
Jane Norman	Robert Jolley	Buchanan Road/Woodpiece Road	163	163	0	163	-	-		
Jane Norman	Robert Jolley	Park Road	196	196	0	196	-	-		
Jane Norman	Robert Jolley	Wykham Lane	189	189	0	189	-	-	The programme is being reviewed, more will be known by Q3	

CHERWELL CAPITAL EXPENDITURE 2019-20

Appendix 4

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		<b>Place &amp; Growth - Economy &amp; Regeneration</b>	<b>30,155</b>	<b>30,155</b>	<b>18,029</b>	<b>12,144</b>	<b>18</b>	<b>30</b>		
		<b>Place &amp; Growth Total</b>	<b>30,155</b>	<b>30,155</b>	<b>18,029</b>	<b>12,144</b>	<b>18</b>	<b>30</b>		
Natasha Barnes	Claire Taylor	Customer Self-Service Portal CRM Solution	0	0	0		-	-		
Tim Spiers	Claire Taylor	EXKI PROD copy fwd planning IT hardware	0	0	0		-	13	5.5K for IDOX in commitments will be journalled to 40071 when it hits actuals	
Rakesh Kumar	Claire Taylor	Land & Property Harmonisation	249	249	288		39	(105)	Planned to complete by end of FY - Replacement of Land and Property systems. <b>30K already in.</b> 27K for ENTEC Q2, 30K for Entec Q3, 30K for Entec Q4 (est)	
Tim Spiers	Claire Taylor	5 Year Rolling HW / SW Replacement Prog	69	69	69		-	-	Planned to complete by end of FY - Windows 10/Office 365 roll out and computer replacement.	
Tim Spiers	Claire Taylor	Business Systems Harmonisation Programme	40	40	15		(25)	(16)	Rolling budget supporting joint teams. Forecasted 25K under budget to offset other overspends	
Tim Spiers	Claire Taylor	Upgrade Uninterrupted Pwr Supp Back up / Datacentre	19	19	19		-	-	Migrate remaining services to data centre (19K includes 5K journal for IDOX)	
Tim Spiers	Claire Taylor	IT Strategy Review	105	105	163		58	42	225 already in. Take 25 from commitments as old PO (now cancelled) ENTEC Oct - Dec: 30K to go to 40054, 10K to 40170, 8K to 42010. ENTEC Jan - March: 11K for CA and BB	
Tim Spiers	Claire Taylor	Digital Portal	0	0	0		-	42	4K is old PO (now cancelled).39K to be journalled to 40170	
Tim Spiers	Claire Taylor	Land & Property Harmonisation	0	0	0		-	-	Planned to complete by end of FY, replacement land and property systems	
Tim Spiers	Claire Taylor	Customer Excellence & Digital Transfer	112	112	67		(45)	-	Replace CRM system by end of year. 10k already in, plus 39K journalled from above line. ENTEC July - Sept = 14K. ENTEC Oct -Dec = 10K ENTEC Jan - Mar 10K. Total of these = 83K. 112K predicted in total though, less 45K recharge to SNC (PN to update)	
Hedd Vaughan-Evans	Claire Taylor	Unified Communications	112	112	137		25	25	Need to invoice SNC £133,500. <b>Leaves 25K o/s which is offset above</b>	
Hedd Vaughan-Evans	Claire Taylor	WIFI Replacement	38	38	38		-	-	New This month - have put whole budget in forecast - CORRECT	
		<b>Information Technology Total</b>	<b>744</b>	<b>744</b>	<b>795</b>	<b>-</b>	<b>52</b>	<b>1</b>		
Karen Edwards	Claire Taylor	HR / Payroll System replacement	125	125	171		46	-	As is plus 15K for Entec (change man) for July - Sept plus 15K est for Jan - March	
		<b>HR, OD and Payroll Total</b>	<b>125</b>	<b>125</b>	<b>171</b>	<b>-</b>	<b>46</b>	<b>-</b>		
		<b>Customers &amp; Service Development Total</b>	<b>869</b>	<b>869</b>	<b>966</b>	<b>0</b>	<b>98</b>	<b>1</b>		
Dominic Oakeshott	Adele Taylor	Financial System Upgrade	0	0	0	0	-	-		

CHERWELL CAPITAL EXPENDITURE 2019-20

Appendix 4

PROJECT MANAGER / SERVICE OWNER	ED / ASSISTANT DIRECTOR	DESCRIPTION	£000's					Re-profiling and variances to be updated		OUTTURN NARRATIVE
			BUDGET	BUDGET TOTAL	FORECAST	RE-PROFILED BEYOND 2019/20	Current Month Variances £000	Prior Month Variances £000		
Belinda Green	Adele Taylor	Academy Harmonisation	144	144	144	0	-	-	The capital pot was established to support the project to transfer the CDC Revs and Bens data from the legacy software system, Northgate, to the Academy system. Although the data migration took place in 2017 there are a number of modules (which came as part of the original system contract) that are still to be implemented including OD customer portal, automation of new claims for benefits and CT discounts/exemptions, templating. These are all in the work plan for 19/20. £57k reprofiled from 18/19	
Dominic Oakeshott	Adele Taylor	New E-Tenderings Portal for Procurement	30	30	0	0	(30)	(30)	Budget for project is no longer required, an additional module to the existing e-tendering portal was purchased.	
Dominic Oakeshott	Adele Taylor	Finance Replacement System	210	210	210	0	-	-	Currently out to tender, anticipated full spend in 19/20	
<b>Finance Total</b>			<b>384</b>	<b>384</b>	<b>354</b>	<b>-</b>	<b>(30)</b>	<b>(30)</b>		
Stuart Parkhurst	Robert Fuzesi	Condition Survey Works	2	2	0	0	(2)	(2)	Works completed	
Stuart Parkhurst	Robert Fuzesi	Bradley Arcade Roof Repairs	30	30	30	0	-	-	Works partially completed, further investigation required to complete works scope to be created. On target for spend of £30K	
Stuart Parkhurst	Robert Fuzesi	Community Buildings - Remedial Works	0	0	0	0	-	-	Works completed, PO to be closed	
Chris Hipkiss	Robert Fuzesi	Spiceball Riverbank Reinstatement	50	50	50	0	-	-	Full spend anticipated in 19/20	
Stuart Parkhurst	Robert Fuzesi	Banbury Health Centre - Refurbishment of Ventilation, Heating & Cooling Systems	253	253	100	153	-	-	In design stage, works progressing. Discussions between CDC and tenant regarding extension of the lease. The result of which may affect scope of the project. Project currently paused until resolved.	
Stuart Parkhurst	Robert Fuzesi	Thorpe Way Industrial estate - Roof & Roof Lights	0	0	(2)	0	(2)	(2)	Works complete and project signed off.	
Chris Hipkiss	Adele Taylor	Castle Quay 2	45,798	45,798	45,798	0	-	-	Programme ongoing, reprofile £45,798K into 19/20 and reprofile £24,667K beyond	
Chris Hipkiss	Adele Taylor	Castle Quay 1	7,636	7,636	4,000	3,636	-	-	Programme ongoing, forecast spend in 19/20 of £4m. Reprofile remaining budget beyond 19/20	
Shelagh Larard	Robert Fuzesi	Franklins House - Travelodge	75	75	50	0	(25)	(25)	Retention payment c£25k payable to the contractor in Aug 19. There will also be some professional fees payable. Expect £50k spend in 19/20 (see SL email 13/5/19 & 06/8/19)	
Robert Fuzesi	Adele Taylor	Housing & IT Asset System joint CDC/SNC	50	50	50	0	-	-	Possible harmonisation project will overtake and therefore this budget/project will move over. Project on hold until decision made.	
Stuart Parkhurst	Robert Fuzesi	Orchard Way - external decorations	95	95	95	0	-	-	Tender received, to be ordered August 19. On target for full spend in 19/20	
Stuart Parkhurst	Robert Fuzesi	Retained Land	165	165	138	0	(27)	(22)	Works complete pending final account	

CHERWELL CAPITAL EXPENDITURE 2019-20

Appendix 4

PROJECT MANAGER / SERVICE OWNER	ED / ASSISTANT DIRECTOR	DESCRIPTION	£000's					Re-profiling and variances to be updated		OUTTURN NARRATIVE
			BUDGET	BUDGET TOTAL	FORECAST	RE-PROFILED BEYOND 2019/20	Current Month Variances £000	Prior Month Variances £000		
Stuart Parkhurst	Robert Fuzesi	Thorpe Place Industrial Units	162	162	162	0	-	-	On site, 30 week programme. Project anticipated to be delivered within budget, works to be completed end of Aug 19. Defects identified. Risk identified (time) Withholding £100k which the council may be required to use to repair the defects.	
Stuart Parkhurst	Robert Fuzesi	Thorpe Way Industrial Units	135	135	135	0	-	-	On site, 30 week programme. Project anticipated to be delivered within budget, works to be completed end of Aug 19. Defects identified. Risk identified (time) Withholding £100k which the council may be required to use to repair the defects.	
Stuart Parkhurst	Robert Fuzesi	Horsefair, Banbury	100	100	100	0	-	-	Project under review. Previously tendered over budget. Review at Q4	
Stuart Parkhurst	Robert Fuzesi	Thorpe Lane Depot - Tarmac / drainage	110	110	110	0	-	-	On site, 30 week programme. Project anticipated to be delivered within budget, works to be completed end of Aug 19. Defects identified. Risk identified (time) Withholding £100k which the council may be required to use to repair the defects.	
Stuart Parkhurst	Robert Fuzesi	EPC certification & compliance works	40	40	40	0	-	-	On site, 30 week programme. Project anticipated to be delivered within budget, works to be completed end of Aug 19.	
Chris Hipkiss	Adele Taylor	Tramway Industrial Estate, Banbury	0	0	15	0	15	15	Site survey works not budgeted for in 19/20	
	Nicola Riley	The Mill	250	250	250	0	-	-	Robert to provide forecast spend for 19/20 and reprofile for 20/21. A recent condition survey of the property outlined necessary remedial works and approach that would need to be undertaken to bring the building back into good repair.	
Stuart Parkhurst	Robert Fuzesi	Banbury Museum Upgrade of AHU	110	110	110	0	-	-	Order being raised for investigation stage which will lead to full design. Full spend anticipated in 19/20	
Stuart Parkhurst	Robert Fuzesi	Bodicote House Fire Compliance Works	154	154	154	0	-	-	Order raised for design. Review in October	
Stuart Parkhurst	Robert Fuzesi	The Fairway Garage Demolition	52	52	62	0	10	-	Full spend anticipated in 19/20. Review Q3 Forecasting potential overspend of £10k - balances out with savings elsewhere in property - budget review once tenders returned	
Stuart Parkhurst	Robert Fuzesi	BYHP Separation of Building to two units	17	17	20	0	3	2	Order raised for design. Full spend anticipated in 19/20 (slightly over)	
Stuart Parkhurst	Robert Fuzesi	Compliance Works with Energy Performanc	169	169	169	0	-	-	Phase one on site, 15 week programme. Project anticipated to be on target, £130k spend for works to be completed end of Aug 19. Design works for Phase two works to commence in September. On target for full spend.	

CHERWELL CAPITAL EXPENDITURE 2019-20

Appendix 4

PROJECT MANAGER / SERVICE OWNER	ED / ASSISTANT DIRECTOR	DESCRIPTION	£000's						Re-profiling and variances to be updated
			BUDGET	BUDGET TOTAL	FORECAST	RE- PROFILED BEYOND 2019/20	Current Month Variances £000	Prior Month Variances £000	OUTTURN NARRATIVE
Stuart Parkhurst	Robert Fuzesi	Ferriston Roof Covering	142	142	142	0	-	-	Works being tendered anticipated start date of September. Full spend anticipated in 19/20
Stuart Parkhurst	Robert Fuzesi	Pioneer Square Fire Panel	20	20	20	0	-	-	Order raised for design. Full spend anticipated in 19/20
Stuart Parkhurst	Robert Fuzesi	Corporate Asbestos Surveys	150	150	150	60	60	60	Works are being assessed with the consultant. Once full scope identified, works will proceed. Potential to reprofile part works in to 20/21
Stuart Parkhurst	Robert Fuzesi	Corporate Fire Risk Assessments	60	60	60	0	-	-	
Stuart Parkhurst	Robert Fuzesi	Corporate Water Hygiene Legionella Asses	35	35	35	0	-	-	
Stuart Parkhurst	Robert Fuzesi	Corporate Reinstatement Cost Assessments	59	59	59	0	-	-	
Stuart Parkhurst	Robert Fuzesi	Works From Compliance Surveys	195	195	45	150	-	-	
Stuart Parkhurst	Robert Fuzesi	Thorpe Place 18_19	75	75	75	0	-	-	works tendered July. Costs, more than anticipated - altering specification to make efficiencies and then retendered. Forecast start date of December for a 4 week project. Full spend anticipated in 19/20
Robert Fuzesi	Adele Taylor	CDC Feasibility of utilisation of proper	100	100	0	100	-	-	Reprofiled.
		<b>Property Total</b>	<b>56,289</b>	<b>56,289</b>	<b>52,222</b>	<b>4,099</b>	<b>32</b>	<b>26</b>	
		<b>Finance Services Total</b>	<b>56,673</b>	<b>56,673</b>	<b>52,576</b>	<b>4,099</b>	<b>2</b>	<b>(4)</b>	
		<b>Capital Total</b>	<b>91,836</b>	<b>92,929</b>	<b>75,836</b>	<b>17,072</b>	<b>(22)</b>	<b>(163)</b>	<b>22.2143900000003 - Under Spend</b>

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