

Follow Up / Additional Papers

Cabinet

Date: Wednesday, 16 January 2019

Time: 17:30

Venue: The Annexe, Crosfield Hall, Broadwater Road, Romsey,
Hampshire, SO51 8GL

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Legal and Democratic Service

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The recommendations contained in the Agenda are made by the Officers and these recommendations may or may not be accepted by the Committee.

PUBLIC PARTICIPATION SCHEME

If members of the public wish to address the meeting they should notify the Legal and Democratic Service at the Council's Beech Hurst office by noon on the working day before the meeting.

Cabinet

Wednesday, 16 January 2019

Follow Up Paper and Additional Paper

- | | | |
|------------|---|--------------|
| 7 | <u>Budget Forecast Update</u>
Finance
To provide an update on the budget setting process for 2019/20 and provide information on proposals to close the budget gap. | 3-23 |
| 8.1 | <u>Goodworth Clatford Neighbourhood Plan</u>
Planning
To consider the Examiner's Report on the Goodworth Clatford Neighbourhood Plan, and the Examiner's recommended modifications. | 24-63 |

ITEM 7

2019/20 Budget Update

Report of the Finance Portfolio Holder

Recommended:

1. That the savings options, income generation proposals and budget pressures, shown in Annexes 1 – 3 to the report, be noted.
2. That the proposal to make the temporary Digital Transformation Manager a permanent post and retitled to Business Transformation Manager, as shown in Annex 3 to the report, be approved.
3. That the budget position for 2019/20 and Medium Term Financial Forecast, shown in Annex 4 to the report, be noted.
4. That the feedback from businesses on the budget consultation, shown in Annex 5 to the report, be noted.

SUMMARY:

- This report updates Cabinet on changes to the 2019/20 budget forecast since the budget strategy was presented in October. This includes; the provisional Local Government Finance Settlement, the Local Council Tax Support Scheme, New Homes' Bonus provisional allocations and changes to revenues savings and pressures.
- It also provides an updated Medium Term Financial Forecast covering 2020/21 and 2021/22.
- In order to achieve a balanced budget, it will be necessary to close the remaining gap of £21,000 before figures are finalised in February 2019.

1 Introduction

- 1.1 The initial budget strategy and forecast for 2019/20 were presented to Cabinet on 10 October 2018.
- 1.2 Since that time, work has been carried out to revise the current year estimates, prepare original estimates for 2019/20 and update the Medium Term Financial Forecast.
- 1.3 The purpose of this report is to;
 - Provide the latest available information on the provisional Local Government Finance Settlement and how it affects Test Valley.
 - Provide an update on the latest savings options, income generation proposals and revenue pressures.

- Update the Medium Term Financial Forecast after considering the above.
- Outline the remaining stages of the budget process.

1.4 Assuming no changes to the figures presented in this report, the Council has to close a gap of £21,000 in order to achieve a balanced budget for 2019/20.

2 2018/19 Revised Forecasts

2.1 Work is progressing well in preparing the revised forecasts for 2018/19 but detailed figures are not ready at this stage. However, some of the more significant factors that are being considered in the preparation of the forecasts are explained below.

2.2 The original budget for 2018/19 assumed there would be no change in the level of general reserves. This remains the same and general reserves are expected to remain at £2M at the end of the year.

2.3 Cabinet received a mid-year budget report on 7 November that highlighted significant budget variances in the first half of the financial year. The report highlighted additional income and savings of £553,000 in Services and £67,000 additional investment income to the end of September.

2.4 It is anticipated that any further variances that are identified in setting the revised forecasts for 2018/19 will be shown as a transfer to earmarked reserves. The decision on how to allocate this will be taken at the end of the year once the outturn position is known.

3 2019/20 Budget Forecast

3.1 Savings Options, Income Generation Proposals and Budget Pressures

This report identifies a number of new increased income streams and additional pressures. These have been identified by Heads of Service, budget holders and Service Accountants as the estimates for next year have been progressed.

Annex 1 shows all the savings options that have been proposed. These have not changed from the items totalling £124,400 considered by Cabinet in October.

Annex 2 follows the same format as Annex 1 and shows all income generation proposals as at October and also includes some new items of additional income. The net additional income proposals identified in this report total £291,400.

Annex 3 details the budget pressures identified in October along with some new items. Net additional pressures of £370,100 have been included.

3.2 Budget Forecast 2019/20

As with the revised forecast figures for 2018/19, the original estimate figures for 2019/20 are also currently being worked on and there may be further changes.

When the budget forecast was presented in October 2018 there was a budget gap of £50,000. The current budget estimates include some major variances with the gap reducing slightly to £21,000. A reconciliation of the movement in this gap is shown in the table below.

	£'000
Budget gap per October report	50
Additional Council Tax income from increase in tax base	(125)
Increase in business rates baseline funding – Paragraph 3.3	(2)
Levy surplus allocation – Paragraph 3.3	(36)
Additional income generation proposals – Annex 2	(291)
Additional pressures – Annex 3	370
Increase to central contingency	81
Saving on inflation estimate	(26)
Current Budget gap	21

There are a number of factors that will impact on the completion of the estimates for 2019/20 that still retain a degree of uncertainty. These are discussed in the following paragraphs.

3.3 Local Government Finance Settlement

The provisional Local Government Finance Settlement (announced on 13 December 2018) has provided the headline grant figures that the Council can expect to receive in core funding (Settlement Funding Assessment (SFA)) in 2019/20.

The reduction is much less severe than in previous years with SFA falling by just 0.15% (£3,500) in 2019/20.

The Medium Term Financial Strategy presented to Cabinet on 10 October made assumptions about the Finance Settlement. These assumptions were reasonably accurate, with a small increase of £1,700 in the baseline funding for retained business rates.

The Government also announced a £180M surplus on the Business Rates Levy Account in 2018/19. This is the Government account that collects all the levy payments from authorities and from which any safety net payments are made to those authorities who are below their safety net threshold. All authorities will receive some funding from this surplus, with this Council receiving an unexpected £35,900.

3.4 Council Tax Increase – Referendum Threshold

When the Budget Strategy was presented in October, it was assumed that the Band D level of Council Tax would be frozen at £141.41 for 2019/20. The Government has now released its Referendum Principles Report for 2019/20 confirming that a £5 increase would be allowable and would not trigger a referendum.

When the Cabinet next meets on the 13 February, the final Local Government Finance Settlement figures will have been announced. Members will then have the opportunity to consider options for Council Tax levels to recommend to Full Council on the 25 February.

It should also be noted that Hampshire County Council and the Hampshire Fire And Rescue Authority will have the ability to increase their share of Council Tax by up to 3% (£36.02 and £1.97 respectively at Band D) and the Hampshire Police and Crime Commissioner by up to £24 (13.52%) without triggering a referendum.

As in previous years, no Council Tax referendum principles have been applied to parish and town councils.

3.5 Local Council Tax Support Scheme

2018/19 is the sixth year that the Local Council Tax Support Scheme has been in operation. During 2018, the Council consulted on a number of changes to the scheme. The consultation ran from 17 September 2018 for 12 weeks. After reviewing the results, the Overview and Scrutiny Committee made the following recommendations to change the Scheme for 2019/20:

- a) That a cap of 90% be applied,
- b) That the minimum amount of Council Tax Support payable be increased from £0.50 to £1.00 per week, and
- c) That a minimum tolerance level for changes in income of £30.00 per week be set.

All of these proposed changes were endorsed at the Cabinet meeting of 5 December 2018

A detailed report including a financial analysis of the proposed changes is being prepared for consideration at the Council meeting on 23 January 2019, to approve a final scheme for 2019/20.

Following this decision, the budget forecast will be amended if necessary to reflect any agreed changes to the Local Council Tax Support Scheme.

3.6 Localisation of Non-Domestic Rates (NDR)

2013 year saw the introduction of the Business Rate Retention Scheme. This was a significant change for local government that aimed to provide some incentive for local authorities that can achieve business growth, but also carried with it significantly more risk than the previous “pooling” arrangements.

Each year’s local government finance settlement builds upon the business rate retention starting position that was established in the 2013-14 local government finance settlement.

The table below shows this starting position compared with the provisional finance settlement figures for 2019/20:

	£	Comments
Area Business Rates	44,475,312	Average collectable over last 2 years
Less: Govt. share	<u>(22,237,656)</u>	
Local Business Rates Baseline	22,237,656	Represents 50% of amount collectable
TVBC BR Baseline	17,790,125	Represents 50% of amount collectable
Less: Tariff paid to Govt.	<u>(15,709,857)</u>	
TVBC Baseline Funding 2013/14	2,080,268	Represents 80% of above figure
TVBC Baseline Funding 2014/15	2,120,774	Retained share of Business Rates
TVBC Baseline Funding 2015/16	2,161,298	Retained share of Business Rates
TVBC Baseline Funding 2016/17	2,179,309	Retained share of Business Rates
TVBC Baseline Funding 2017/18	2,223,802	Retained share of Business Rates
TVBC Baseline Funding 2018/19	2,290,611	Retained share of Business Rates
TVBC Baseline Funding 2019/20	2,343,104	Retained share of Business Rates
		Provisional share of Business Rates

Work is still being carried out to estimate levels of income, appeals in the pipeline, likely future appeals, discounts and reliefs, etc. By the end of January 2019, it is hoped that the Council will have a better understanding of the likely financial position compared with the baseline funding announced by the Government shown above.

3.7 Revenue Support Grant

Revenue Support Grant (RSG) is a central government grant given to local authorities which can be used to finance revenue expenditure on any service. The amount of Revenue Support Grant to be provided to authorities is established through the local government finance settlement.

The provisional local government finance settlement shows a continuing and expected reduction in the amounts of grant support given to local authorities with the Government following through on their stated intention is to phase out RSG entirely by 2019/20. For this Council, the actual and provisional figures are as follows:

2013/14	£3.127m
2014/15	£2.445m = 21.8% reduction year on year
2015/16	£1.696m = 30.6% reduction year on year
2016/17	£1.012m = 40.3% reduction year on year
2017/18	£0.417m = 58.8% reduction year on year
2018/19	£0.056m = 86.6% reduction year on year
2019/20	£NIL = 100% provisional reduction

As expected and detailed in the Budget Strategy in October 2018, the Government have cancelled negative RSG with the cost funded by the Government.

3.8 Inflation

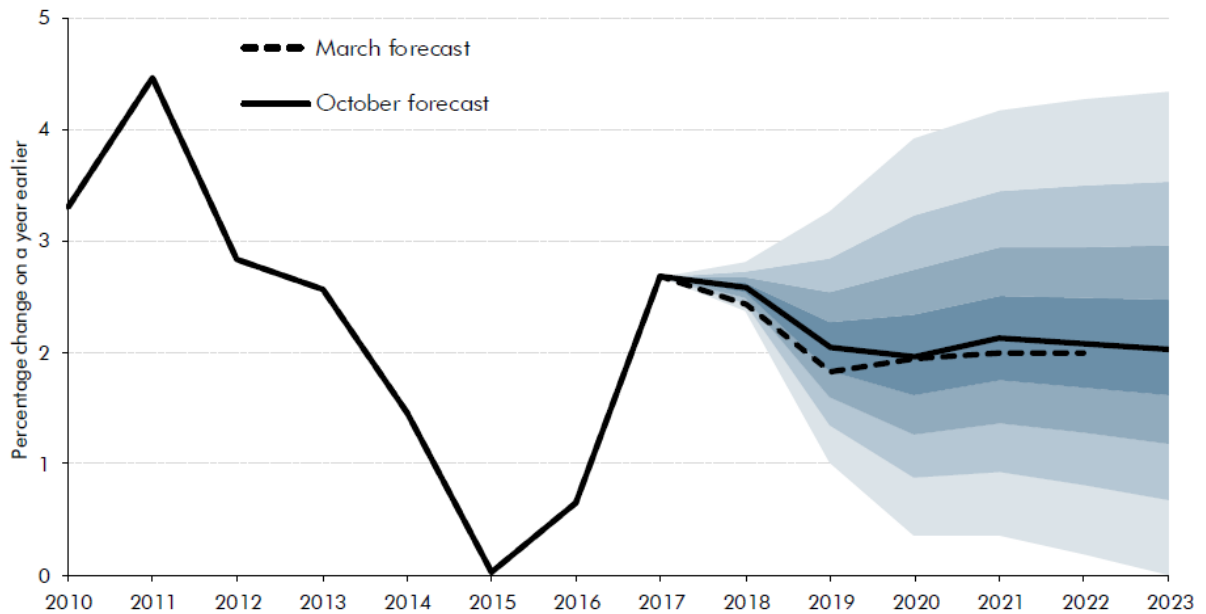
The budget forecast assumes a general zero inflation allowance for all expenditure budgets except for contractual obligations and a possible staff pay award.

These figures are estimates of what may occur during the next financial year and may increase or decrease before the budget is set, but currently a saving of £26,000 is estimated.

At its meeting on 19 December 2018, the Bank of England's Monetary Policy Committee (MPC) voted unanimously to maintain the Bank Rate at 0.75%. It takes the view that the near-term outlook for global growth has softened and downside risks to growth have increased. Global financial conditions have tightened noticeably, particularly in corporate credit markets. Oil prices have fallen significantly, however, which should provide some support to demand in advanced economies. The decline in oil prices also means that UK CPI inflation is likely to fall below 2% in coming months.

The Office for Budget Responsibility broadly supports this view and does not expect inflation to rise further. It expects the rate to decline gradually through 2019 before settling close to the 2% target around the middle of 2020.

CPI Inflation fan chart



Source: ONS OBR October 2018

The broader economic outlook will continue to depend significantly on the nature of EU withdrawal, in particular: the form of new trading arrangements between the European Union and the United Kingdom; whether the transition to them is abrupt or smooth; and how households, businesses and financial markets respond. The appropriate path of monetary policy will depend on the balance of the effects on demand, supply and the exchange rate. The monetary policy response to Brexit, whatever form it takes, will not be automatic and could be in either direction. However, it is certain that the MPC will always act to achieve the 2% inflation target.

3.9 Investment Income

The income that the Council earns from its investment portfolio is dependent on three key factors; the prevailing base interest rate, the level above or below the base rate that the Council can invest at and the size of the investment portfolio.

The Council regularly receives interest rate forecasts from two external sources. An interest rate rise of 0.25% to 1% from the current base rate of 0.75% is currently forecast for the third quarter of 2019.

Investments of up to three months currently attract typical interest rates slightly higher than base rate at 0.9%. A one-year investment attracts an average return of around 1.15%.

The perceived risk in the banking sector has eased over the past five years and there are now more creditworthy counterparties with which investments for periods of up to one year can be placed. The over-riding priority continues to be the security of investments rather than the return on them.

The investment portfolio is estimated to be between £48M and £58M throughout the year. This comprises the Council's normal cash flow balances and both Capital and Revenue Reserves earmarked for specific purposes.

3.10 New Homes' Bonus

When the Budget Strategy was presented in October, the forecast income from the New Homes' Bonus (NHB) in 2019/20 was £3.723M. The provisional figures for 2019/20 have now been announced and the Council can expect to receive £3.788M – some £65,000 more than forecast.

This grant will be transferred into the New Homes' Bonus reserve where it will be used in accordance with the Budget Strategy.

As assumed in the Budget Strategy, the New Homes' Bonus national baseline has not increased from 0.4% with the methodology for calculating New Homes' Bonus payments remaining unchanged for 2019/20. However, the future of the scheme beyond next year still looks very uncertain.

3.11 Changes in local government funding in 2020/21

Two announcements were made alongside the provisional settlement that will affect the funding review that will be implemented in 2020/21:

- (a) A further consultation on the [Fair Funding Review \(FFR\)](#) - In itself the consultation does not give much away about how the final results of the FFR will impact on the Council. It does, however, give an insight into how thinking is developing within the MHCLG.

The Government is seeking to design a new relative needs assessment methodology that will deliver: simplicity, transparency, sustainability, robustness and stability and will be based on the most up-to-date data available.

- (b) A consultation on [Business Rates Retention Scheme reform \(BRRS\)](#) – This again lacks detail, but does give some indications of how a future system might be designed, and some of these are more radical than expected. For example, Ministers seem minded to have a full baseline reset in 2020-21: this will have significant financial consequences for high-growth authorities such as this council. A new system is also likely to reward growth more generously (75% retention, with a very limited levy). But the distribution of those rewards could change in two tier areas, with counties possibly getting a larger share than is currently the case.

It is important to recognise that the outcome of the FFR will be a "package". It needs to be politically acceptable and capable of securing a parliamentary majority in late January or early February 2020. Furthermore, the outcome cannot be one that threatens the financial viability of individual authorities or classes of authority. In the end ministers will have to make decisions on how all the elements come

together, including the FFR, reform of business rates and the Spending Review. One piece of very good news contained in the consultation papers is the confirmation that the Government's intention appears to be that transitional arrangement or "damping" should be in place and encompass **all** the changes in funding in 2020-21, including the business rate baseline reset. This should provide some protection for the council in managing these radical changes to important funding streams.

3.12 Department for Work and Pensions (DWP) Grants

The budget forecast assumed that the Council would receive £275,300 in respect of Local Council Tax Support Admin Subsidy Grant and Housing Benefit Admin Subsidy Grant for next year. Letters were received from the DWP on 18 and 21 December, 2018, informing the Council that the actual allocation will be £316,467 for 2019/20, some £41,167 better than expected.

3.13 Other risks affecting the budget process

There are a number of other factors that will affect the budget process to a lesser extent. These include items such as: fee and other income streams that are largely outside the control of the Council, and staff vacancy rates.

In light of the variances identified in 2018/19 to date, Heads of Service have continued to be more optimistic in their approach to setting budgets for fee income. In the event that the actual income does not reach budgeted levels it will be possible to draw from the Income Equalisation Reserve at the end of the year to ensure that there is no negative impact on the General Fund balance.

4 Medium Term Financial Forecast

4.1 The Medium Term Financial Forecast has been updated to reflect the above changes and the latest version is shown in Annex 4. The position in respect of 2019/20 is addressed in section 3 above.

4.2 The figures for 2020/21 and 2021/22 assume that all savings to close the budget gap for 2019/20 are sustainable and will continue in the medium term.

4.3 In order to maintain a balanced budget, current forecasts indicate a small surplus of £44,900 in 2020/21. This amount reduces by £748,800 to £703,900 to close the forecast budget gap for 2021/22.

5 External Consultation on the Budget

Consultation with local business

5.1 On 19 November, 2018, the Economic Development Officer sent copies of the Council's Medium Term Financial Strategy and budget forecast to the Hampshire Chamber of Commerce: Andover, Stockbridge & Romsey committees, Andover Women in Business, Andover Mutual Business Group, Andover and Romsey Town Centre Managers and to the Federation of Small

Businesses (FSB) inviting their (and their members) responses by the 4 January, 2019. The comments received are generally positive, especially in relation to the help and support the Council gives to businesses and the freezing of car parking charges. All comments received are detailed in Annex 5.

6 The Next Steps in the Budget Process

- 6.1 The Overview & Scrutiny Committee will review the latest budget forecast at its meeting on 21 January 2019. Any recommendations from this meeting will be considered by Cabinet on 13 February when the final budget report will be presented.
- 6.2 The final budget report will be presented to Cabinet on 13 February 2019 for recommendation to Council on 25 February.

7 Risk Management

- 7.1 A risk assessment has been completed in accordance with the Council's Risk management process and has identified some significant (red and amber risks). These are detailed in the Medium Term Financial Strategy report presented to Cabinet on 10 October 2018.

8 Resource Implications

- 8.1 The resource implications of the 2019/20 budget process and the Medium Term Financial Forecast have been discussed throughout the report.

9 Equality Issues

- 9.1 This report is for information purposes, so the Council's EQIA process does not need to be applied.

10 Conclusion and reasons for recommendation

- 10.1 This report provides an update on the budget strategy that was approved in October. It takes into account the latest developments that will affect the budget process and forecasts a budget gap of £21,000 for 2019/20.
- 10.2 The final budget report will be presented to Cabinet on 13 February 2019.

Background Papers (Local Government Act 1972 Section 100D)

1. “Provisional local government finance settlement: England 2019 to 2020” - MHCLG Consultation December 2018
2. “Fair Funding Review: A review of local authorities’ relative needs and resources” - MHCLG December 2018
3. “Business Rates Retention Reform: Sharing risk and reward, managing volatility and setting up the reformed system” – MHCLG December 2018

Confidentiality

It is considered that this report does not contain exempt information within the meaning of Schedule 12A of the Local Government Act 1972, as amended, and can be made public.

No of Annexes:	5	File Ref:	N/A
(Portfolio: Finance) Councillor Giddings			
Officer:	William Fullbrook	Ext:	8201
Report to:	Cabinet	Date:	16 January 2019

SUMMARY OF CORPORATE CHALLENGE SAVINGS OPTIONS

Service / Ref	Service	Function	Savings Option Proposed	2019/20 £	2020/21 £	2021/22 £
Efficiency Savings:						
HEH01	Housing & Environmental Health	Supplies and Services	Reduce equipment and vet's fees budgets	2,000	2,000	2,000
HEH02	Housing & Environmental Health	Supplies and Services	Delete building maintenance budget and charge to the Asset Management Plan if needed	4,000	4,000	4,000
CL01	Community & Leisure	Employee costs	Delete vacant salary budget following minor restructure	25,200	25,200	25,200
IT01	IT	Supplies and Services	Savings in corporate software costs	8,700	8,700	8,700
IT02	IT	Supplies and Services	Budget for consultancy fees relating to Graphical Information System (GIS) aerial mapping no longer required	6,500	6,500	6,500
REV01	Revenues - Local Taxation	Employee costs	Delete two vacant posts	39,300	39,300	39,300
REV02	Revenues - Customer Services	Employee costs	Reduce hours for vacant post	4,250	4,250	4,250
ENV01	Environmental	Street Scene	Reduce budget for hiring of standpipes following review	5,000	5,000	5,000
				94,950	94,950	94,950
Budget Realignment Savings:						
FIN01	Finance	Transfer Payments	Reduce added years pension budget to align with actual cost due to natural attrition	21,000	21,000	21,000
HEH03	Housing & Environmental Health	Transport	Align officers' travelling and car allowance budgets to actual costs	4,480	4,480	4,480
HEH04	Housing & Environmental Health	Licences	Increase Animal Welfare Licence fee budget to match income received	2,000	2,000	2,000
IT03	IT	Storage Area Networks (SANS) and Servers	Budget reduced due to historic overprovision	2,000	2,000	2,000

SUMMARY OF CORPORATE CHALLENGE SAVINGS OPTIONS

Service / Ref	Service	Function	Savings Option Proposed	2019/20 £	2020/21 £	2021/22 £
				29,480	29,480	29,480
Total Saving Options in October Budget Strategy				124,430	124,430	124,430
Total Saving Options in this Update				0	0	0
Total Saving Options				124,430	124,430	124,430

SUMMARY OF CORPORATE CHALLENGE INCOME GENERATION PROPOSALS

Service / Ref	Service	Function	Savings Option Proposed	2019/20 £	2020/21 £	2021/22 £
PB01	Planning and Building	CIL	Additional income from Community Infrastructure Levy (CIL) admin fee	25,000	30,000	35,000
PB02	Planning and Building	Building Control	Increase budget for building control deposits	35,000	35,000	35,000
ENV02	Environmental	Street Scene	Increase expected level of income from collection of abandoned shopping trolleys	7,000	7,000	7,000
ENV03	Environmental	Vehicle Workshop	Increase charge for private MOT testing (first increase in six years)	2,500	2,500	2,500
ENV04	Environmental	Garden Waste	Increase subscription charge by £1.75	22,500	22,500	22,500
ENV05	Environmental	Waste Collection	Increase charge for black bin by £4	5,000	5,000	5,000
CORP01	Project Enterprise	Income	Additional unbudgeted income from property investments	22,000	22,000	22,000
CORP02	Project Enterprise	Income	Anticipated net income from property investments during the year	100,000	100,000	100,000
Total Income Generation Proposals in October Budget Strategy				219,000	224,000	229,000
Income Generation Proposals in this Update:						
ENV07	Environmental	Income	Additional income from increased numbers of Green Waste subscribers and sale of bins	52,500	52,500	52,500
CORP04*	Project Enterprise	Income	Additional income from acquisitions in 2018/19 and end of rent deferral period	67,500	67,500	67,500
CORP05*	Estates & Economic Development	Income	Additional Income from other corporate properties partly offset by reversal of draw from Income Equalisation Reserve	216,900	190,900	171,400
HEH06 *	Housing & Environmental Health	Income	Ringfenced Homelessness Grant	233,400	0	0
				570,300	310,900	291,400

SUMMARY OF CORPORATE CHALLENGE INCOME GENERATION PROPOSALS

Service / Ref	Service	Function	Savings Option Proposed	2019/20 £	2020/21 £	2021/22 £
Movement on reserves:						
CORP05*	Estates & Econ Development	Income	Reverse draw from Income Equalisation Reserve	(45,500)	(19,500)	0
HEH06 *	Housing & Environmental Health	Income	Ringfenced Homelessness Grant	(233,400)	0	0
				(278,900)	(19,500)	0
Total Income Generation Proposals in this Update				291,400	291,400	291,400
Total Income Generation Proposals				510,400	515,400	520,400

SUMMARY OF REVENUE PRESSURES

Service / Ref	Service	Item	2019/20 £	2020/21 £	2021/22 £
<i>Pressures previously identified in February 18 Budget Strategy:</i>					
FIN02	ALL	Increase in Employers' pension contributions resulting from 2016 Pension Fund actuarial revaluation	126,000	126,000	126,000
REV03	Revenues	Reduction in Housing Benefits Administration grant	40,100	40,100	40,100
REV04	Revenues	Reduction in Council Tax Support Administration grant	27,900	27,900	27,900
ENV06	Environmental	Incremental cost of additional waste collection coverage re. new properties	20,000	40,000	60,000
ALL	ALL	Additional transfer to Asset Management Reserve to cover expected peak in work programme in 2018-2020.	900,000	0	0
			1,114,000	234,000	254,000
<i>Draw from reserves to offset pressures:</i>					
FIN02a	ALL	Draw from Pension Equalisation Reserve	(100,000)	0	0
			(100,000)	0	0

N.B. All of the above costs have already been included in the budget forecasts as the budget was approved in February 2018.

SUMMARY OF REVENUE PRESSURES

Service / Ref	Service	Item	2019/20 £	2020/21 £	2021/22 £
<i>Pressures identified in Budget Strategy:</i>					
CEX01	Chief Executives	New Communications Officer	39,200	39,200	39,200
CORP03	Corporate	Payment of Andover BID Levy on Council-owned properties	22,000	22,000	22,000
IT04	IT	Additional cost of corporate Microsoft Enterprise Licence renewal	25,000	25,000	25,000
ENV08	Environmental	Additional summer Garden Waste Collection round	36,000	36,000	36,000
EST01	Estates & Econ Development	Additional cost of proposed changes to Pay and Display Parking payment methods	62,000	62,000	62,000
PB03	Planning and Building	Permanent establishment of two part-time scanning posts	39,000	39,000	39,000
LD01	Legal and Democratic	Permanent establishment of additional solicitor post	62,750	62,750	62,750
			285,950	285,950	285,950
Total of New Pressures identified in October Budget Strategy			285,950	285,950	285,950
FIN02b	ALL	Adjustment to increase in Employers' pension contributions resulting from 2016 Pension Fund actuarial revaluation	14,000	14,000	14,000
CORP03a	Corporate	Correction to payment of Andover BID Levy on Council-owned properties	(5,100)	(5,100)	(5,100)

SUMMARY OF REVENUE PRESSURES

Service / Ref	Service	Item	2019/20 £	2020/21 £	2021/22 £
CEX02	Chief Executives	Temporary Digital Transformation Manager post made permanent and retitled to Business Transformation Manager	56,700	56,700	56,700
EST02 *	Estates & Economic Development	Two new temporary posts for 22 months as approved by Council 21/11/18 financed from the Capacity Building Reserve	74,290	64,670	0
EST03	Estates & Economic Development	Two new permanent posts as approved by Council 21/11/18 financed from Project Enterprise income	89,870	89,870	89,870
EST04	Estates & Economic Development	One-off additional costs relating to essential works required following building compliance review	93,000	0	0
HEH05 *	Housing & Environmental Health	Continuation of temporary staff financed from the homelessness Reserve	61,700	0	0
LD01	Legal and Democratic	Net cost of borough elections over amount set aside in reserves	47,800	12,000	12,000
PP01 *	Planning Policy	Project Consultancy costs financed from the LDF Reserve	65,000	0	0
REV03a	Revenues	Higher than anticipated Housing Benefits Administration grant	(17,600)	(17,600)	(17,600)
REV04a	Revenues	Higher than anticipated Council Tax Support Administration grant	(23,550)	(23,550)	(23,550)
REV05	Revenues	Reduction in court fee income net of reduction in summons costs	35,000	35,000	35,000
ALL	ALL	Pension auto-enrolment costs	80,000	80,000	80,000
			571,110	305,990	241,320

SUMMARY OF REVENUE PRESSURES

Service / Ref	Service	Item	2019/20 £	2020/21 £	2021/22 £
Draw from reserves to offset pressures:					
EST02*	Estates & Economic Development	Draw from Capacity Building Reserve re two temporary posts	(74,290)	(64,670)	0
HEH05*	Housing & Environmental Health	Draw from Homelessness Grant Reserve	(61,700)	0	0
PP01 *	Planning Policy	Draw from LDF reserve to finance consultancy costs	(65,000)	0	0
			(200,990)	(64,670)	0
Total of New Pressures identified in this Update			370,120	241,320	241,320
Total of New Pressures			656,070	527,270	527,270

MEDIUM TERM FINANCIAL PLAN

	Original Estimate 2019/20 £'000	Base Changes £'000	Budget Forecast 2020/21 £'000	Base Changes £'000	Budget Forecast 2021/22 £'000
<u>Service Requirements</u>					
Chief Executive's Office	484.4	(12.8)	471.6		471.6
Community & Leisure	1,955.8	(344.2)	1,611.6	379.8	1,991.4
Environmental Service	5,012.7	(7.1)	5,005.6	20.0	5,025.6
Estates & Economic Development	(5,753.3)	(142.4)	(5,895.7)		(5,895.7)
Finance	149.3		149.3		149.3
Housing & Environmental Health	2,851.9		2,851.9		2,851.9
I.T.	(5.0)		(5.0)		(5.0)
Legal & Democratic	450.7	(140.0)	310.7		310.7
Planning & Building	1,743.1		1,743.1		1,743.1
Revenues	1,377.2		1,377.2		1,377.2
Inflation	384.1	600.0	984.1	600.0	1,584.1
	8,650.9	(46.5)	8,604.4	999.8	9,604.2
<u>Other Requirements</u>					
Net Cost of Benefit Payments	(200.0)		(200.0)		(200.0)
Corporate & Democratic Core	4,270.9		4,270.9		4,270.9
Net Cost of Services	12,721.8	(46.5)	12,675.3	999.8	13,675.1
<u>Corporate Requirements</u>					
Contingency Provision	527.9		527.9		527.9
Depreciation Reversal & Capital Charges	(4,847.2)		(4,847.2)		(4,847.2)
Investment Income	(515.6)		(515.6)		(515.6)
Borrowing Costs	153.0	(4.6)	148.4	(4.8)	143.6
Minimum Revenue Provision	134.3	3.6	137.9	3.6	141.5
Small Business Rate Relief	(1,201.8)		(1,201.8)		(1,201.8)
Other Government Grants	(264.6)	7.1	(257.5)		(257.5)
New Homes' Bonus	(3,788.1)	400.7	(3,387.4)	172.0	(3,215.4)
Provision for NDR Levy	1,590.8	(1,590.8)	0.0		0.0
Levy surplus allocation	(35.9)	35.9	0.0		0.0
100% retention of NDR from Renewable Energy	(461.0)		(461.0)		(461.0)
Net General Fund Expenditure	4,013.6	(1,194.6)	2,819.0	1,170.6	3,989.6
Transfer to Earmarked Reserves	3,278.0	8.0	3,286.0	(172.0)	3,114.0
Transfer to Asset Management Reserves	2,117.1	(900.0)	1,217.1		1,217.1
Transfer to Capital Reserves	2,804.3	(198.4)	2,605.9		2,605.9
Total General Fund Expenditure	12,213.0	(2,285.0)	9,928.0	998.6	10,926.6
Revenue Pressures	656.1	(128.9)	527.2	0.0	527.2
Savings Options	(124.4)	0.0	(124.4)	0.0	(124.4)
Income Generation Proposals	(510.4)	(5.0)	(515.4)	(5.0)	(520.4)
Revised Net Budget	12,234.3	(2,418.9)	9,815.4	993.6	10,809.0
FURTHER SAVINGS TO BE IDENTIFIED	(20.8)	65.7	44.9	(748.8)	(703.9)
General Fund Requirements	12,213.5	(2,353.2)	9,860.3	244.8	10,105.1

Business Consultation on the Council's Budget 2019/20

1. Do you think that the Council's approach to managing its finances over the medium term is acceptable?

"Yes." No other comments have been received on the Council's overall approach to managing its finances.

2. Do you have any comments on the savings/income options as set out in the appendices of the report? (Please note that Councillors have already made the decision to freeze car parking charges for next year)

"We are pleased to see the freeze on parking charges. No other comments to make other than to note that the other items listed in appendices will have only a small impact on business".

3. Do you think that the Council could do more to help the business community, and if so, what should it be doing?

"As has been recognised prolifically over many years by the FSB Local Authority Awards, Test Valley Council has an exemplary approach to economic development, which is due to the strong focus and dedication of the officer responsible and support from the authority's leadership".

"As an organisation representing member businesses in Test Valley area, we ask that Economic Development remains as one of the authority's top priorities moving forward, particularly in light of the uncertainty and economic threats that we face as the UK moves towards Brexit. We ask that the current level of focus on economic growth is sustained and we retain existing levels and ease of access to support, for retail and business start-ups going forward".

"Businesses have been and will continue to face growing pressures (including very sluggish domestic growth, uncertain international trade, Brexit and static disposable income growth) so anything councils can do to recognise this and support businesses of all kinds and sectors is very welcome".

"We have for several years lobbied Government on how the business rates burden discriminates against town centre businesses and therefore support the priority TVBC is giving to its town centres, including on car parking charges and help to new retailers".

"In the rural area, we strongly support interventions to encourage greater access to high bandwidth broadband for both residential and business users."

ITEM 8.1 Goodworth Clatford Neighbourhood Plan

Report of the Planning Portfolio Holder

Recommendations:

- 1. That the Examiner’s Report be noted and the proposed modifications as set out in Annex 2 be agreed to ensure that the Goodworth Clatford Neighbourhood Development Plan meets the basic conditions (as set out in Paragraph 8(2) of Schedule 4B to the Town and Country Planning Act 1990).**
- 2. That subject to Recommendation 3 below, the draft Decision Statement set out at Annex 3 of the report (which sets out the modifications to be made to the Goodworth Clatford Neighbourhood Development Plan in response to the Examiner’s recommendations and those changes recommended as part of the consultation process) be approved for publication.**
- 3. That delegated authority be given to the Head of Planning Policy, in consultation with the Portfolio Holder for Planning and Transport, to determine the precise wording of the modifications as set out in Annex 3.**
- 4. That a referendum under Paragraph 12 of Schedule 4B to the Town and Country Planning Act 1990 be held on the Plan, modified in accordance with the published Decision Statement.**
- 5. That if the referendum approves the Plan as modified, that the Goodworth Clatford Neighbourhood Plan be made.**

Recommended to Council

SUMMARY:

- The report considers the Examiner’s Report on the Goodworth Clatford Neighbourhood Plan and the Examiner’s recommended modifications to the Plan.
- The report recommends that the modifications summarised in Annex 3 to this Report are made to the Plan, and that a referendum is held on the modified Plan in accordance with the relevant legislation.
- If the referendum approves the Plan, the Council will be under a duty to formally make the Plan, which will then form part of the development plan for Test Valley Borough.

1.0 Introduction

- 1.1. Goodworth Clatford Parish Council submitted the Goodworth Clatford Neighbourhood Plan (GCNP) to the Council for examination on 28 November 2016. An independent examiner was appointed in January 2017 to examine the GCNP. The Examiner considered 6 individual written representations. The Examiner has now issued his final report and concludes that, subject to a number of modifications, the GCNP can proceed to referendum. Before doing so, the Council decide what modifications it will make to the draft Plan and issue a 'Decision Statement' setting out how the GCNP will be modified in response to the Examiner's Report and the Council's reasons for doing so. The Decision Statement together with the Examiner's report must be published on the Council's website and in other ways considered to bring the statement and report to the attention of residents and businesses in the Plan area.
- 1.2 If the Council is satisfied that the draft Plan (either with or without modifications) meets the "Basic Conditions" (see paragraph 3.1 below), the Council must hold a referendum on the making of the Plan (as modified). If the referendum approves the draft Plan, the Council must then formally make the Plan, which will then form part of the Development Plan for Test Valley Borough. The Council has responsibility for undertaking the referendum stage of producing the Plan.
- 1.3 This report sets out the details of the Examiner's report, and the proposed modifications arising from that report (see the draft Decision Notice in Annex 3), so that the Plan can move to the referendum stage.

2.0 Background

- 2.1 GCPC decided to prepare a neighbourhood development plan (NDP) in September 2015, after asking the wider community for their views at a consultation event in July 2015. Following the initial public engagement, a steering group local residents and Parish Councillors was formed to lead on the preparation of the neighbourhood plan. Throughout the preparation of the plan there has been extensive public consultation. Details of individual events is set out in the Consultation Statement and activities included:
 - Five public meetings
 - Consultations with local landowners
 - Press releases and public notices
 - Various draft document consultations
- 2.2 The plan period runs from 2018-2029 and has been prepared for the designated neighbourhood area which follows the Goodworth Clatford parish boundary. The area was designated on 10 May 2016 and the area designation map is attached as Annex 1.

2.3 All this preparatory work culminated in the publication of a Regulation 14 Pre-Submission Plan which was consulted on from 3 April 2018 to 25 May 2018. The Council provided comments on this consultation. After making a number of modifications to the Pre-Submission version, the plan was submitted to the Council for examination. Mr Brian Dodd MRTPI was appointed as Examiner with agreement from the Parish Council.

2.4 The Examination of the plan started after the Regulation 16 Submission Plan consultation period which ran from 25 September until 6 November 2018. The Council also provided comments on this consultation. The Examiner submitted his report to the Council and the Parish Council for an 'fact check' on 14 December 2018. The final Examiners report was issued to the Council on 4 January 2019 and will be published on the Borough and Parish Council websites shortly.

3.0 Recommended modifications to the GCNP to meet the Basic Conditions

3.1 The Examiner was appointed to assess whether the Plan meets certain legal requirements for NDPs, known as the 'Basic Conditions', these state NDPs should:

- i) Have regard to national policies and advice contained in guidance issued by the Secretary of State,
- ii) Contribute to the achievement of sustainable development,
- iii) Be in general conformity with the strategic policies contained in the development plan for the area,
- iv) Not breach, and otherwise be compatible with, EU obligations.

3.2 The Examiner has identified a number of modifications which are necessary to ensure the GCNP meets the basic conditions (Annex 2 – Examination Report). Officers have reviewed the Examiner's report in consultation with the Neighbourhood Plan Steering Group and have agreed that the modifications should be accepted. These modifications are shown in the draft Decision Statement as 'Accept Examiners Modification' (Annex 3).

3.3 In response to the Regulation 16 representations, GCPC have agreed with some of the suggested changes. In some of those instances the examiner considers that the proposed changes would be inappropriate and where this is the case he has set out the reasons in his report. Where the examiner has not commented upon GCPC's 'agreed' changes, the examiner sees no reason for objecting to their being made, as they would have no material impact upon the examiners consideration of whether the GCNDP meets the basic conditions, and would not prejudice any third party interests. These modifications are shown in the draft Decision Statement as 'Modify to reflect comments made' (Annex 3). The precise wording of some of these changes has not been finalised with the parish council, and therefore delegated authority to the Head of Planning Policy, in consultation with the Portfolio

Holder for Planning and Transport, is sought to determine the final wording of these modifications.

4.0 Decision Statement

- 4.1 The Neighbourhood Planning (General) Regulations 2012 state that a Local Planning Authority must publish what action will be taken in response to the recommendations of an Examiner. This is known as the 'Decision Statement'. The Decision Statement outlines the modifications to be made to the GCNP in response to each of the Examiner's recommendations. A draft Decision Statement is set out at Annex 3 to this Report. Once agreed, the Decision Statement will be published on the Council's website.
- 4.2 Officers have considered the Examiner's Report and accept all the recommended modifications. If the Decision Statement is agreed, the submission version of the GCNP will be revised accordingly.

5.0 Referendum

- 5.1 Following the publication of the Decision Statement, the Plan can proceed to referendum which will be carried out by the Council. If over 50% of those voting, vote in favour of the NDP, then the Plan will form part of the Statutory Development Plan for Goodworth Clatford Parish but the Council are under a duty to formally make the plan. The policies of the made Plan will then be used in the determination of planning applications in the plan area. The referenda has to be held within 56 days of the examiners report being published, and in order not to clash with Purdah and the elections in May, the Referendum will need to be held in March.

6 Option Appraisal

- 6.1 The first option of not accepting the Examiner's recommendations, the recommendations as a result of the Regulation 16 consultation and proceeding to referendum would undermine the work and commitment that the community has undertaken in the preparation of the plan. This would be at odds with the Government's Localism agenda, whereby local communities should be involved in the planning process to guide development in their area. Officers have not identified any reasons to not proceed, and a decision to not continue would be open to challenge. By not having a neighbourhood plan, planning applications would have to rely on the policies in the Adopted Local Plan, which are not locally distinctive to Goodworth Clatford.
- 6.2 The second option would be to accept the Examiner's recommendations, and the recommendations as a result of the Regulation 16 consultation and to allow the Plan (as modified) to proceed to referendum. This would be in accordance with the Government's Localism agenda, whereby local communities should be involved in the planning process to guide development in their area. By having a neighbourhood plan, planning applications will be assessed against the policies in the Neighbourhood Plan, which will be locally distinctive to Goodworth Clatford.

6.3 Option two is recommended.

7 Risk Management

7.1 A risk assessment has been completed in accordance with the Council's Risk Management Methodology and the existing risk controls in place mean that no significant risks (Red or Amber) have been identified.

8 Resource Implications

8.1 The costs involved with the Neighbourhood Planning process including the referendum can be reclaimed from the Government Neighbourhood Planning Grants fund once the date for the referendum has been set.

9 Legal Implications

9.1 The process of preparing and making a neighbourhood plan is set out in detail in legislation. The legislative requirements have been complied with in the preparation and examination of the Plan, and this report highlighted the legal requirements for the remainder of the process to make the Plan. Once approved by the referendum, the Goodworth Clatford Neighbourhood Plan will form part of the development plan and will have the same weight as the Local Plan in planning decision making within the designated area.

9.2 Under the Council's Constitution, adopting plans (such as this neighbourhood plan) which form part of the local development plan must be approved by full Council. Accordingly, following consideration of this report by Cabinet, it will be submitted to full Council for final approval of the recommendations.

10 Equality Issues

10.1 An EQIA screening has been completed and no potential for unlawful discrimination and/or low level of minor negative impact identified. A full EQIA has not been carried out.

11 Other Issues

11.1 Community Safety – none.

11.2 Environmental Health Issues – none.

11.3 Sustainability and Addressing a Changing Climate – none.

11.4 Property Issues – none.

11.5 Wards/Communities Affected – The ward which is immediately affected is Anna Valley in which Goodworth Clatford is situated..

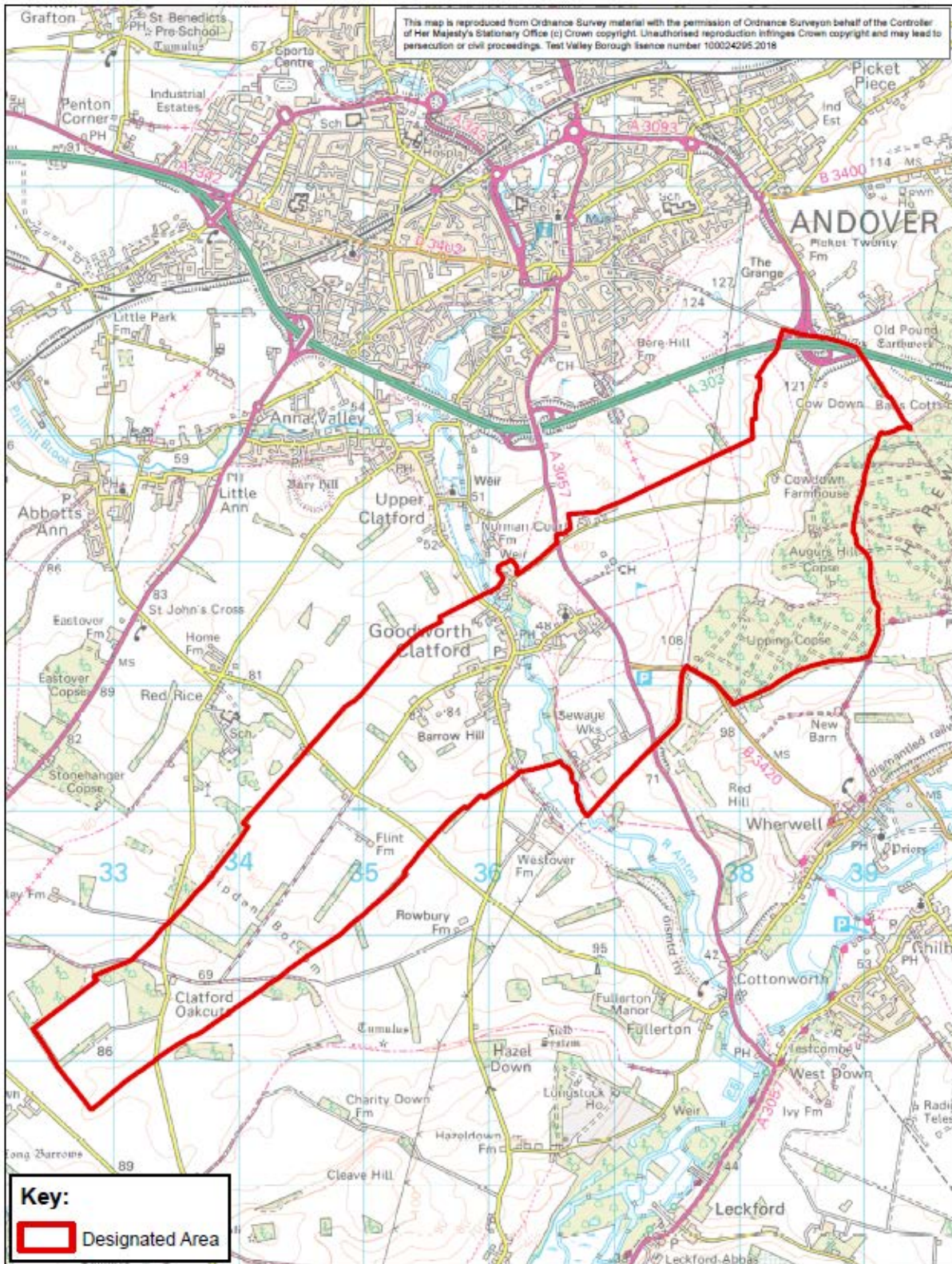
12 Conclusion and reasons for recommendation

12.1 An extensive consultation process was carried prior to publication of the draft Plan, and the draft Plan has itself been subject to independent examination.

- 12.2 The Neighbourhood Planning (General) Regulations 2012 requires the local planning authority to outline what action to take in response to the recommendations of an examiner made in a report under paragraph 10 of Schedule 4B to the 1990 Act (as applied by Section 38A of the 2004 Planning and Compulsory Purchase Act) in relation to a neighbourhood development plan. It is considered that the Examiner’s recommended modifications along with the Regulation 16 consultation responses recommended modifications to the Goodworth Clatford Neighbourhood Plan, mean that the basic conditions can be met, and therefore these modifications should be agreed, along with the publication of the Councils ‘Decision Statement’. The plan will then proceed to the referendum stage.

<u>Background Papers (Local Government Act 1972 Section 100D)</u>			
None			
<u>Confidentiality</u>			
It is considered that this report does not contain exempt information within the meaning of Schedule 12A of the Local Government Act 1972 (as amended) and can be made public.			
No of Annexes:	3	File Ref:	N/A
(Portfolio: Planning) Councillor Adams -King			
Officer:	Graham Smith	Ext:	8141
Report to:	Cabinet	Date:	16 January 2019

Goodworth Clatford Neighbourhood Plan Area



Scale: 1:50,000
Date: 04.01.2018
Drawn: LB
Dept: PPT

Goodworth Clatford
Designated Neighbourhood Area





Goodworth Clatford Neighbourhood Development Plan 2018 – 2029

**A report to Test Valley Borough Council
on the Examination of
the Goodworth Clatford Neighbourhood Development Plan**

**by Brian Dodd BA MPhil MRTPI
Independent Examiner**

4 January 2019

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Summary of this report

It is clear that a great deal of commitment and effort has gone into the production of the Goodworth Clatford Neighbourhood Development Plan (GCNDP), and that it is founded on a desire to maintain the rural character and identity of the parish.

The vision and objectives convey comprehensively and clearly the key concerns of the GCNDP. The policies of the GCNDP further these objectives.

Throughout the GCNDP the relationship of its policies to national policy, local policy and other evidence is set out with great clarity and thoroughness, with appropriate references to sustainability. There is no doubt that in these respects the basic conditions have been fully addressed.

I make a small number of recommendations for modifications to the GCNDP. These are almost entirely concerned with clarity, accuracy and internal consistency. One modification (concerning Transport Assessments) is required to ensure conformity with local and national policy.

I recommend that, once modified, the GCNDP should proceed to a referendum. The area of the referendum should be the Neighbourhood Plan Area.

Abbreviations

GCNDP	Goodworth Clatford Neighbourhood Development Plan 2018-2029
GCNDPSC	Goodworth Clatford Neighbourhood Development Plan Steering Committee
GCPC	Goodworth Clatford Parish Council
HRA	Habitats Regulations Assessment
LPA	Local Planning Authority (TVBC)
NDP	Neighbourhood Development Plan
NPPF	National Planning Policy Framework
PPG	Planning Practice Guidance
SEA	Strategic Environmental Assessment
TVBC	Test Valley Borough Council
TVLP	Test Valley Borough Revised Local Plan (2011 - 2029) (adopted January 2016)
The Council	Test Valley Borough Council
The Framework	NPPF
The Parish Council	Goodworth Clatford Parish Council

1. Introduction

- 1.1 I have been appointed by Test Valley Borough Council (TVBC), with the consent of Goodworth Clatford Parish Council (GCPC), to carry out the independent examination of the Goodworth Clatford Neighbourhood Development Plan (GCNDP), in accordance with the relevant legislation¹. My appointment has been facilitated by the Independent Examination Service provided by Trevor Roberts Associates.
- 1.2 As required by the legislation, I am independent of GCPC and TVBC, I do not have an interest in any land that may be affected by the draft plan, and I have appropriate qualifications and experience. I am a chartered town planner and accredited mediator with wide experience in local and central government and private consultancy.
- 1.3 In carrying out this examination I have visited the locality, unaccompanied, and had regard to the following documents:
- Goodworth Clatford Neighbourhood Development Plan, Submission Draft
 - Goodworth Clatford Neighbourhood Development Plan, Basic Conditions Statement, September 2018
 - Goodworth Clatford Neighbourhood Development Plan, Consultation Statement v2, June 2018
 - Goodworth Clatford Designated Area Map
 - Goodworth Clatford Neighbourhood Development Plan, Screening Opinion for Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA)
 - Goodworth Clatford Neighbourhood Development Plan, Community Evidence
 - Background and supporting documentation on the Goodworth Clatford Neighbourhood Development Plan website
 - Regulation 16 representations
 - Response by GCPC to Regulation 16 representations
 - Test Valley Borough Revised Local Plan (2011 - 2029) (adopted January 2016)
- 1.4 Representations on the GCNDP were submitted by Highways England, Natural England, Historic England, National Grid, Southern Water and Test Valley Borough Council. I have taken all these representations fully into account.
- 1.5 Some of the representations express support for various policies, make comments of a very general nature, or request modified wording which in my judgement does not materially alter the thrust of or effectiveness of the policies. I make no specific reference to these representations. I deal with the remaining representations under the appropriate policy headings below. In section 4, below, I list only those policies which require comment, either because of the representations or because I have identified matters which require modification.
- 1.6 On 27 November 2018, I received, via TVBC and Trevor Roberts Associates, an unsolicited document in which GCPC respond to each of the comments made in the Regulation 16 representations. The document does not raise any new issues, and therefore I judged it acceptable to take it into account. I requested that the document should be sent to those who

¹ Localism Act 2011

Town and Country Planning Act 1990 as amended

Planning and Compulsory Purchase Act 2004 as amended

The Neighbourhood Planning (General) Regulations 2012 as amended

Neighbourhood Planning Act 2017

made representations at the Regulation 16 stage, and that it should be published on the TVBC website.

- 1.7 In their response to the Regulation 16 representations, GCPC have 'agreed' with some of the suggested changes. In some of those instances I believe that the proposed changes would be inappropriate (for example in Policies BE2 and CB5), and where this is the case I have set out my reasons in this report. Where I have not commented upon GCPC's 'agreed' changes, I see no reason for objecting to their being made, as they would have no material impact upon my consideration of whether the GCNDP meets the basic conditions, and would not prejudice any third party interests.
- 1.8 Wherever possible, the examination of the issues by the examiner should be by consideration of the written representations. The examiner must cause a hearing to be held where it is necessary to ensure adequate examination of a particular issue, or where it is necessary to give a person a fair chance to put a case². In this instance, the written representations are detailed, coherent, and supported by up to date evidence. In my view it was not necessary for a hearing to be held.
- 1.9 Throughout the process of preparing the GCNDP between 2016 and 2018 the Goodworth Clatford Neighbourhood Development Plan Steering Committee (GCNDPSC) sought to inform and involve the community. The means of doing so included: public meetings; a village survey questionnaire sent to all residences (88% response rate); personal visits to residents; and consultation with local landowners. An impressive volume of 'Community Evidence', drawing in part upon the results of the community consultation, was produced by the GCPC to underpin the preparation of the NDP.
- 1.10 It is clear that a great deal of commitment and effort has gone into the production of the GCNDP, and that it is founded on a desire to maintain the rural character and identity of the parish.

2. Location and characteristics

- 2.1 The parish has a population of around 750, concentrated in the village of Goodworth Clatford, which is set in a rolling agricultural landscape, with some areas of woodland. The River Anton, a tributary of the River Test, runs through the parish. There are 25 listed buildings within the parish, 18 of them lying within the village conservation area. The village is served by a shop, a post office, a garage, a primary school, two public houses, a church and a number of leisure facilities. It is linked to the open countryside by a network of rural lanes, bridleways and footpaths.
- 2.2 The village lies a short distance from the town of Andover, to which it is connected by an infrequent bus service.

3. The basis for this examination

3.1 The basic conditions

- 3.1.1 In brief, the basic conditions which must be met by the GCNDP are:

² Paragraph 9 of Schedule 4B to the Town and Country Planning Act 1990 (as amended)

- it must have regard to national policy and advice
- it must contribute to the achievement of sustainable development
- it must be in general conformity with the strategic policies in the development plan for the local area
- it must be compatible with EU obligations, including human rights requirements
- it must not have a significant adverse effect on a 'European site' (under the Conservation of Habitats and Species Regulations 2010).

3.1.2 I shall deal in more detail with each of these conditions below.

3.1.3 The examination is meant to be carried out with a 'light touch'. I am not concerned with the 'soundness' of the plan, but whether it meets the basic conditions.

3.1.4 Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) Screening was carried out by TVBC, and it was concluded that the GCNDP is unlikely to have any significant effects upon the environment or upon any European site.

3.2 Other statutory requirements

3.2.1 When submitted to the local planning authority (LPA), a Neighbourhood Development Plan (NDP) should be accompanied by a map or statement identifying the area to which the plan relates, a 'basic conditions statement' explaining how the basic conditions are met, and a 'consultation statement' containing details of those consulted, how they were consulted, their main issues and concerns and how these have been considered and where relevant addressed in the plan.

3.2.2 The submitted GCNDP was accompanied by a map of the area to which the plan relates.

3.2.3 A basic conditions statement was submitted with the GCNDP.

3.2.4 A consultation statement was submitted with the GCNDP.

3.2.5 The GCNDP must meet other legal requirements, including:

- that it is being submitted by a qualifying body (as defined by the legislation)
- that what is being proposed is a NDP as defined in the legislation
- that the GCNDP states the period for which it is to have effect
- that the policies do not relate to 'excluded development'
- that the proposed GCNDP does not relate to more than one neighbourhood area
- that there are no other NDPs in place within the neighbourhood area.

3.2.6 The requirements listed in paragraph 3.2.5 have all been met.

3.3 National policy

- 3.3.1 National policy is set out in the National Planning Policy Framework (NPPF) originally published in 2012 and revised in July 2018. Paragraph 214 of the revised version of the NPPF says that where a neighbourhood plan is submitted to the LPA under Regulation 15 of the Neighbourhood Planning (General) Regulations 2012 on or before 24 January 2019, as in this case, the policies in the 2012 NPPF will apply for the purposes of the examination.
- 3.3.2 The Framework is supported by web-based Planning Practice Guidance (PPG).

3.4 Existing development plan and proposed new local plan

- 3.4.1 The existing development plan for Goodworth Clatford is the Test Valley Borough Revised Local Plan (2011 - 2029), adopted in January 2016 (TVLP).
- 3.4.2 TVBC have embarked upon the preparation of a new local plan, but the process is at a very early stage, and at present appears to have little or no material bearing upon the issues before me in this examination.
- 3.4.3 Goodworth Clatford is defined as a rural village in the TVLP settlement hierarchy. There are no proposals to allocate housing sites within the rural villages. TVLP defines a settlement boundary for Goodworth Clatford, within which the expected scale of development might include windfalls, rural affordable housing sites, replacement dwellings, community-led development, small business uses and the re-use of buildings.

4. Vision, Objectives and Policies

4.1 Introduction

- 4.1.1 In summary, the vision and objectives of the GCNDP seek, amongst other things: to conserve and enhance the distinctive character of a thriving rural parish; to maintain the independence of the village from other settlements; to conserve and enhance the natural environment; to ensure that development is proportionate in scale and that it respects the character of the village and its surroundings; to make the fullest use of walking, cycling and public transport; to maintain and promote community services and facilities; to provide for proportionate economic development; and to protect recreational spaces and access to the countryside. The policies of the GCNDP appear to me to further these objectives.
- 4.1.2 Historic England suggest some additions to the wording of the vision, but in my opinion the vision and objectives, taken together, as they stand, convey comprehensively and clearly the key concerns of the GCNDP.
- 4.1.3 The policies of the GCNDP are arranged in four groups. 'Strategic Policies' set out the fundamental principles against which every planning application should be considered. 'Natural Environment Policies', 'Built Environment Policies' and 'Community and Business Policies' provide further detail. Throughout the GCNDP the relationship of the NDP policies to national policy (NPPF), local policy (TVLP) and other evidence is set out with great clarity and thoroughness, with appropriate references to sustainability. There is no doubt that in these respects the basic conditions have been fully addressed. The relationship of the GCNDP policies to national and local policies is summarised in the Basic Conditions Statement.

4.1.4 Paragraph 3.1 of the Introduction to the policies of the GCNDP is inaccurate when it says that the policies set out the types of development which will and will not be permitted. In fact the policies set out criteria against which development proposals will be judged. I **recommend** that paragraph 3.1 should be amended accordingly.

4.2 Policy SP2 – Quality of life

4.2.1 TVBC suggest the re-location of the policy within the GCNDP, to avoid repetition. Given the strategic importance of the policy in implementing the vision and objectives of the GCNDP, I consider that it is appropriately located.

4.2.2 TVBC query the use of the phrase 'enhance and improve'. It is difficult to find a distinction between these two words. Moreover, whilst improved quality of life is desirable, there are likely to be occasions where development which maintains quality of life would also be acceptable. I **recommend** that the phrase 'enhance and improve' be replaced by the phrase 'maintain or improve'.

4.3 Policy SP3 – Location and nature of development

4.3.1 Historic England suggest a slight re-wording of clause c. In my opinion the proposed change would be unlikely to materially improve the effectiveness of the policy, and would not significantly improve the policy's compliance with the basic conditions.

4.3.2 TVBC criticise the policy for reiterating TVLP policies, take exception to the word 'blight', urge the removal of the word 'and' between the various clauses of the policy, and suggest locating the list and map of important views alongside the policy. GCPC accept some of these suggestions and reject others.

4.3.3 The policy sets out the criteria which need to be considered when development is proposed within the Neighbourhood Area. I see no harm in the policy referring to the most relevant local plan policies. Clearly, proposed development should meet all the criteria if possible; the use of 'and' is appropriate. It may be that in some circumstances the benefits of a particular proposal might justify the relaxation of one or more of the criteria, but that is a balancing exercise to be undertaken before a decision is made upon a planning application. So far as the vision and objectives of the GCNDP are concerned, all the criteria are applicable.

4.3.4 'Blight' means to spoil, harm or destroy. I see no need to change the word unless the GCPC wish to do so.

4.4 Policy NE2 – Rural features

4.4.1 In response to a suggestion by Historic England, GCPC propose to re-title the policy 'Natural features'. The supporting text suggests that this would be an appropriate change, and I so **recommend**. It follows that the word 'rural' should be replaced by the word 'natural' in the first line of the policy, and I so **recommend**.

4.4.2 TVBC say that the second paragraph of the policy duplicates NPPF. However, as it stands the policy is coherent and comprehensive, and in my opinion the removal of the second paragraph would make it less so.

4.5 *Policy NE5 – Rights of Way*

- 4.5.1 In response to a suggestion by Historic England, GCPC propose to add the words ‘historic significance’ to the second sentence of the policy, and I so **recommend**.
- 4.5.2 Not all development proposals will have an impact upon rights of way, and therefore I **recommend** that the words ‘where appropriate’ should be inserted at the beginning of the first sentence of the policy.

4.6 *Built Environment Policies*

- 4.6.1 In response to a suggestion by Historic England, GCPC propose to re-title the section heading on page 29 of the GCNDP ‘Built and Historic Environment Policies’. The supporting text suggests that this would be an appropriate change, and I so **recommend**. However, care will be required to ensure that consequential changes are made throughout the GCNDP (for example on the Contents page, and paragraphs 3.3 and 3.69).

4.7 *Policy BE2 - Goodworth Clatford Conservation Area and other heritage assets*

- 4.7.1 Historic England suggest re-wording of parts of this policy. GCPC propose to accept some of the changes but not others. The insertion of ‘special interest’ into clause 2 of the policy would be unexceptionable, and I **recommend** it. However, in my judgement the other changes accepted by GCPC would not result in an improved policy. Replacing the final paragraph of the policy with the suggested text would have the, presumably unintended, effect of requiring that all development proposals within or adjacent to the Conservation Area should provide public benefits. This would clearly be an unreasonable requirement. The provision of public benefits might be a consideration to be weighed in the balance in the case of an otherwise unacceptable proposal, but it is not something which can be required in every case.
- 4.7.2 I see nothing wrong with the first five clauses of the policy, which apply to development within or adjacent to the Conservation Area. Nor do I see anything wrong with the final paragraph of the policy which deals with all heritage assets throughout the Neighbourhood Area. It says that development proposals should conserve and enhance such assets, and that in considering the impact of proposed development both the degree of harm and any public benefits will be taken into account. That is a balancing exercise which appears to me to be reasonable and appropriate.
- 4.7.3 There are many possible ways of re-structuring this policy, but however it is done there are likely to be some clauses which apply specifically to the Conservation Area and others which apply more generally. I see no objection to such an exercise, but great care would need to be taken to ensure that there were no unintended consequences such as that outlined above. As it stands the policy might not be elegant, but it is intelligible and complies with the basic conditions.

4.8 *Policy CB1 - Movement*

- 4.8.1 TVBC say that the policy duplicates a local plan policy and is unnecessary. However, the inclusion of the policy develops the ideas set out in the vision and objectives, and thereby makes the GCNDP a more coherent and locally relevant document.
- 4.8.2 Not all development proposals would justify a Transport Assessment or Transport Statement. Indeed Paragraph 9.9 of the TVLP says that only developments which generate a significant

amount of movement will require a Transport Statement or Transport Assessment to be produced. I **recommend** that Policy CB1 and the supporting text (paragraph 3.84) should be reworded to recognise this. The precise wording should be agreed between GCPC and TVBC.

- 4.8.3 TVBC query the use of 'transport' and 'travel' in paragraph 2 of policy CB1. In my view there is a distinction between 'travel' (the act of moving from one place to another) and 'transport' (the means of doing so). On that basis, the use of the word 'travel' in the third line of paragraph 2 of Policy CB1 is inappropriate, and I **recommend** that the word should be deleted.

4.9 Policy CB3 – Loss of commercial premises and land

- 4.9.1 TVBC say that the policy duplicates a local plan policy and is unnecessary. However, the inclusion of the policy develops the ideas set out in the vision and objectives, and thereby makes the GCNDP a more coherent and locally relevant document. In my view the wording of the policy is clear and logical as it stands. Nevertheless, GCPC propose to amend the policy, and I see no reason why their proposed amendments should not accord with the basic conditions.

- 4.9.2 TVBC query the categorisation of public houses, but I see no valid reason why public houses should not be listed as both community facilities and commercial premises for the purposes of Policies CB2 and CB3.

4.10 Policy CB4 – Employment

- 4.10.1 TVBC say that the policy duplicates local plan policies and is unnecessary. However, the inclusion of the policy develops the ideas set out in the vision and objectives, and thereby makes the GCNDP a more coherent and locally relevant document.

4.11 Policy CB5 – Solar farms

- 4.11.1 TVBC say that the policy duplicates national and local plan policies and is unnecessary. However, the inclusion of the policy develops the ideas set out in the vision and objectives, and thereby makes the GCNDP a more coherent and locally relevant document.
- 4.11.2 TVBC and GCPC propose to amend the title of the policy to include renewable energy projects other than solar farms. However, in my view this would be unacceptable without full public consultation, as it would materially change the scope of the policy. Parties with an interest in renewable energy projects other than solar farms might wish to object to or comment on the policy.

4.12 Appendix C – Village Design Statement

- 4.12.1 The Village Design Statement is of great importance locally and is relevant to planning and development within the village. It is therefore appropriate that it should remain as an Appendix to the GCNDP.

5. Other matters

- 5.1 Figure 1 on page 4 of the GCNDP purports to show the boundary of the Neighbourhood Area. However, it does not do so clearly and unambiguously. It appears to show the boundaries of several parishes, and indeed it omits part of Goodworth Clatford parish. I **recommend** that this

Figure be amended to show only the boundary of the Neighbourhood Area, and that it should show the whole of that boundary.

- 5.2 In paragraph 1.8 on page 5 of the GCNDP, it is stated that the Test Valley Borough [Revised] Local Plan 2011-2029 will be referred to by the abbreviation TVBLP. However, this has not been implemented consistently. In paragraphs 1.8, 3.20, 3.35 and 3.46, and in footnotes 4 and 32, the abbreviation 'TVLP' has been used. This is likely to give rise to confusion and uncertainty, and I **recommend** that a consistent abbreviation should be used throughout the GCNDP.
- 5.3 Figure 2, on page 7 of the GCNDP, purports to show 'Features and communications'. However, I found the fonts used in this figure to be so small as to be unreadable, except when greatly magnified by accessing the on-line version of the plan. In my opinion the plan should be accessible to and useable by those who wish to use it in its printed form, as well as by those who wish to use it in its electronic form. I **recommend** that the figure should be amended to allow this.
- 5.4 In the interests of clarity and consistency, I **recommend** that the word 'and' should be removed from the end of the second bullet point of paragraph 3.3, and that the full stop at the end of the third bullet point should be replaced by a semi-colon.
- 5.5 In several places in the policies and supporting text, there are references to maps labelled 'A.1', 'A.2', 'A.3' and so on. It is not immediately obvious that these maps are to be found at Appendix A.1, Appendix A.2 and so on. In the interests of usability and clarity, I **recommend** that the word 'Appendix' should be inserted in every case. There are occurrences in paragraphs 3.10, 3.19, policy NE1, paragraph 3.26, Policy NE3, and paragraphs 3.36, 3.42, and 3.57.
- 5.6 In the interest of accuracy, I **recommend** that In Appendix E (fifth column, second line of first entry), the word 'respectfully' should be replaced by the word 'respectively'.
- 5.7 On page 28 of the GCNDP there is a fragment of text which says: 'Please see full size versions of these footpath maps on pages 49 and 50'. It is not clear which footpath maps are being referred to, nor which document contains them. I **recommend** that either this situation should be remedied, or that the fragment should be deleted.
- 5.8 The final bullet point in paragraph 3.77 is confusing. It lists a number of 'major key buildings'. The first of these is within Goodworth Clatford; the remainder are in Upper Clatford and are not relevant in the context of the NDP. It appears that a bullet point from page 13 of the Goodworth Clatford and Upper Clatford Conservation Area Character Appraisal has been incorrectly copied. In the interests of accuracy and clarity I **recommend** that the final bullet point in paragraph 3.77 should be corrected. The bullet point refers only to the Conservation Area, and it would therefore be inappropriate to add the names of buildings which lie outside the Conservation Area (as suggested by TVBC).
- 5.9 Policy CB2 lists a number of community facilities. They are identified by numbers, which in turn relate to a map, Appendix A.7. However, it is not clear from the policy itself that the numbers relate to the map; that information is not given until paragraph 3.86 in the supporting text. In the interests of clarity, I **recommend** that a reference to Appendix A.7 be inserted into the policy itself.
- 5.10 In the interest of accuracy, I **recommend** that in paragraph a) of Policy CB2, the word 'amenities' should be replaced by the word 'amenity'.

5.11 In a number of cases TVBC recommend that maps and other information should be moved from the Appendices into the body of the GCNDP, closer to the policies to which they relate. This is a matter of presentation which can be decided by discussion between the GDPC and the TVBC. It does not have a bearing upon my consideration of the basic conditions.

6. Conclusions on the basic conditions

6.1 For the reasons set out above, I conclude that, subject to my recommended modifications, the GCNDP has appropriate regard to national policy and advice, conforms with the strategic policies of the development plan for the local area, and will contribute to the achievement of sustainable development.

6.2 There is no evidence before me to suggest that the GCNDP is not compatible with EU obligations, including human rights requirements.

6.3 There is no evidence before me to suggest that the GCNDP has any significant adverse effect on a 'European site' (under the Conservation of Habitats and Species Regulations 2010).

7. Formal recommendation

7.1 I have concluded that, provided that the recommendations set out above are followed, the GCNDP would meet the basic conditions.

7.2 I therefore recommend that the GCNDP, as modified, should proceed to a referendum.

7.3 There is no evidence to suggest that the area of the referendum should be anything other than the Neighbourhood Plan Area, as defined by the map which accompanied the submission of the GCNDP.

Brian Dodd

Brian Dodd, BA MPhil MRTPI
Chartered Town Planner and Accredited Mediator
4 January 2019

APPENDIX – SUMMARY TABLE OF RECOMMENDATIONS

Examiner's report paragraph	GCNDP reference	Recommendation
4.1.4	Paragraph 3.1	Replace 'types of development that will and will not be permitted' with 'criteria against which development proposals will be judged'.
4.2.2	Policy SP2	Replace 'enhance and improve' by 'maintain or improve'.
4.4.1	Policy NE2	Change title to 'Natural features' and replace 'rural' by 'natural' in the first line of the policy.
4.5.1	Policy NE5	Add the words 'historic significance' to the second sentence of the policy.
4.5.2	Policy NE5	Insert the words 'where appropriate' at the beginning of the first sentence of the policy.
4.6.1	Page 29, Section Heading	Re-title the section heading 'Built and Historic Environment Policies', and make consequential changes throughout the GCNDP.
4.7.1	Policy BE2	Insert 'special interest' into clause 2 of the policy.
4.8.2	Policy CB1 and paragraph 3.84	Reword the policy and supporting text to recognise that not all development proposals will justify a Transport Assessment or Transport Statement.
4.8.3	Policy CB1, paragraph 2, third line	Delete the word 'travel'.
5.1	Page 4, Figure 1	Amend Figure 1 to show only the boundary of the Neighbourhood Area, and to show the whole of that boundary.
5.2	Paragraphs 1.8, 3.20, 3.35 and 3.46, and footnotes 4 and 32	Replace 'TVLP' by 'TVBLP'.
5.3	Page 7, Figure 2	Amend Figure 2 so that it is readable in hard copy.
5.4	Paragraph 3.3	Remove the word 'and' from the end of the second bullet point; replace the full stop at the end of the third bullet point by a semi-colon.
5.5	Policy NE1, Policy NE3 and paragraphs 3.10, 3.19, 3.26, 3.36, 3.42 and 3.57.	Insert the word 'Appendix' before the map references in each case.
5.6	Appendix E	In the fifth column, second line of first entry, the word 'respectfully' should be replaced by the word 'respectively'.
5.7	Page 28	Delete fragment of text or make it relevant.
5.8	Paragraph 3.77, final bullet point	Correct the list of buildings.
5.9	Policy CB2	Insert a reference to Appendix A.7 into the policy.
5.10	Policy CB2 paragraph a)	Replace 'amenities' by 'amenity'.

Goodworth Clatford Neighbourhood Development Plan Decision Statement: January 2019

1. Introduction

1.1 Under the Town and Country Planning Act 1990 (as amended), the Test Valley Borough Council has a statutory duty to assist communities in the preparation of neighbourhood development plans and orders and to take plans through a process of examination and referendum. The Localism Act 2011 (Part 6 chapter 3) sets out the Local Planning Authority's responsibilities under Neighbourhood Planning.

1.2 This statement confirms that the modifications proposed by the examiner's report have been accepted, the draft Goodworth Clatford Neighbourhood Development Plan will be altered as a result of it; and that this plan may now proceed to referendum.

2. Background

2.1 The Goodworth Clatford Neighbourhood Plan relates to the area that was designated by Test Valley Borough Council as a neighbourhood area on 10 May 2016. This area corresponds with the Goodworth Clatford Parish Council boundary that lies within the Test Valley Borough Council Area.

2.2 Following the submission of the Goodworth Clatford Neighbourhood Plan to the Borough Council, the plan was publicised and representations were invited. The publicity period ended on 6 November 2018.

2.3 Brian Dodd MRTPI was appointed by the Test Valley Borough Council with the consent of Goodworth Clatford Parish Council, to undertake the examination of the Neighbourhood Plan and to prepare a report of the independent examination.

2.4 The examiner's report concludes that subject to making the modifications recommended by the examiner, the Plan meets the basic conditions set out in the legislation and should proceed to a Neighbourhood Planning referendum.

3. Decision

3.1 The Neighbourhood Planning (General) Regulations 2012 requires the local planning authority to outline what action to take in response to the recommendations of an examiner made in a report under paragraph 10 of Schedule 4A to the 1990 Act (as applied by Section 38A of the 2004 Act) in relation to a neighbourhood development plan.

3.2 Having considered each of the modifications made by the examiner's report and the reasons for them, and the modifications to reflect comments made Test Valley Borough Council in consultation with Goodworth Clatford Parish Council has decided to accept all the modifications to the draft plan. Table 1 below outlines the alterations made to the draft plan under paragraph 12(6) of Schedule 4B to the 1990 Act (as applied by Section 38A of 2004 Act) in response to each of the Examiner's recommendations and the modifications required in response to comments made at the Regulation 16 consultation. This statement should be read alongside the Examiners report.

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
	Historic England			
Policy BE2	We note the reference to other buildings of local interest being identified in the Conservation Area Character Appraisal, but is there an actual list of locally-important buildings and features throughout the parish ?	Agreed, the list will be inserted.	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
Policy NE2	We suggest that Policy NE2 be retitled “Natural features” (as in paragraphs 3.30 and 3.31), as the features identified can also make a significant contribution to the character and amenity of developed areas (indeed, paragraph 3.33 notes that the “ <i>Goodworth Clatford Conservation Area Character Appraisal also points to the importance of features such as mature trees, hedges, open spaces and other natural elements.....</i> ”).	Noted and appropriate - "natural features".	4.4.1 In response to a suggestion by Historic England, GCPC propose to re-title the policy `Natural features`. The supporting text suggests that this would be an appropriate change, and I so recommend. It follows that the word `rural` should be replaced by the word `natural` in the first line of the policy, and I so recommend. Change title to `Natural features` and replace `rural` by `natural` in the first line of the policy.	Accept Examiners Modification
Policy NE5	Policy NE5 could include “historic significance” alongside “ <i>character, appearance or the use...</i> ”.	Noted - acceptable addition - "historic significance"	4.5.1 In response to a suggestion by Historic England, GCPC propose to add the words `historic significance` to the second sentence of the policy, and I so recommend. Add the words `historic significance` to the second sentence of the policy.	Accept Examiners Modification

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
		Agreed	5.7 On page 28 of the GCNDP there is a fragment of text which says: 'Please see full size versions of these footpath maps on pages 49 and 50'. It is not clear which footpath maps are being referred to, nor which document contains them. I recommend that either this situation should be remedied, or that the fragment should be deleted.	Accept Examiners Modification
Built environment title	We suggest that the section on the "Built Environment" be retitled "Built and Historic Environment", or there be a separate section for the Historic Environment – not all the historic environment, or even heritage assets are "built" and the National Planning Policy Framework recognises the built environment and historic environment as separate entities (in paragraph 8 c), 20 d), 28 and the Glossary).	Noted - acceptable - "built and historic environment" as heading.	In response to a suggestion by Historic England, GCPC propose to re-title the section heading on page 29 of the GCNDP 'Built and Historic Environment Policies'. The supporting text suggests that this would be an appropriate change, and I so recommend. However, care will be required to ensure that consequential changes are made throughout the GCNDP (for example on the Contents page, and paragraphs 3.3 and 3.69) Re-title the section heading 'Built and Historic EnvironmentPolicies', and make consequential changes throughout the GCNDP.	Accept Examiners Modification

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
	<p>We also suggest that the policy be slightly rephrased to say <i>“Development proposals within or adjacent to the Goodworth Clatford Conservation Area or likely to affect the significance of other heritage assets will be permitted provided they:.....”</i> to be consistent with paragraph 16 of the National Planning Policy Framework that plans should <i>“contain policies that are clearly written and unambiguous, so it is evident how a decision maker should react to development proposals”</i>. Clause 2 should include <i>“special interest”</i> as well as <i>“character and appearance”</i> as this is the basis on which conservation areas are designated.</p>	<p>noted. "special interest" to be added to character and appearance in para2</p>	<p>4.7.1 Historic England suggest re-wording of parts of this policy. GCPC propose to accept some of the changes but not others. The insertion of `special interest` into clause 2 of the policy would be unexceptionable, and I recommend it. However, in my judgement the other changes accepted by GCPC would not result in an improved policy. Replacing the final paragraph of the policy with the suggested text would have the, presumably unintended, effect of requiring that all development proposals within or adjacent to the Conservation Area should provide public benefits. This would clearly be an unreasonable requirement. The provision of public benefits might be a consideration to be weighed in the balance in the case of an otherwise unacceptable proposal, but it is not something which can be required in every case.Insert `special interest` into clause 2 of the policy.</p>	<p>Accept Examiners Modification</p>
	<p>We therefore suggest that the last paragraph of Policy BE2 be rewritten as a new clause 6: <i>“provide public benefits that could not otherwise be provided that are considered to override any harm to the significance, special interest, character or appearance of designated or non-designated heritage assets in a manner appropriate to the significance of</i></p>	<p>We consider such an addition to be appropriate.</p>	<p>1.7 No reason for objecting to the changes being made.</p>	<p>Modify to reflect comments made</p>

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
	<i>the assets affected as set out in national planning policy and TVBLP policy E9.”</i>			
	Test Valley Borough Council			
Section 1 – Setting the Scene	This section gives an overview of the Parish to give the reader a better understanding of the area and what gives its sense of place. The map in Figure one whilst it shows the GCNP designated area, it also has the parish boundaries of Upper Clatford and Wherwell shown, which is confusing. The Council suggests that the map be replaced with a map that only shows the boundary of the designated area for Goodworth Clatford. The Council are able to provide this map to the steering group.	We agree that this should help and we welcome the new map provided by TVBC	5.1 Figure 1 on page 4 of the GCNDP purports to show the boundary of the Neighbourhood Area. However, it does not do so clearly and unambiguously. It appears to show the boundaries of several parishes, and indeed it omits part of Goodworth Clatford parish. I recommend that this Figure be amended to show only the boundary of the Neighbourhood Area, and that it should show the whole of that boundary. Amend Figure 1 to show only the boundary of the Neighbourhood Area, and to show the whole of that boundary.	Accept Examiners Modification

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
	The map in Figure 2 would benefit from being consistent with the other OS base maps in the plan, so as to aid clarity. The Council can help with the mapping in the final document.	We agree that this should help and we welcome the new map provided by TVBC	5.3 Figure 2, on page 7 of the GCNDP, purports to show 'Features and communications'. However, I found the fonts used in this figure to be so small as to be unreadable, except when greatly magnified by accessing the on-line version of the plan. In my opinion the plan should be accessible to and useable by those who wish to use it in its printed form, as well as by those who wish to use it in its electronic form. I recommend that the figure should be amended to allow this. Amend Figure 2 so that it is readable in hard copy.	Accept Examiners Modification
Section 2 – A Vision for Goodworth Clatford.	Vision and Objectives The GCNP contains a vision and 11 objectives. Given the importance of the vision in the document, it would raise the profile of the vision if it were to be in a text box. Although this is a presentation matter, it would help elevate the importance of the vision within the Plan.	We can see that this may benefit the presentation	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
	Paragraph 3.1 of the plan states that <i>'the policies in the NDP set out the types of development that will and will not be permitted'</i> (authors emphasis). This is not the case as the policies set out the criteria new developments will need to conform to, to be in accordance with the policies. None of the policies in the plan categorically set out what will and will not be permitted. The Council suggests that this paragraph be removed.	We propose that 'and will not' be removed	4.1.4 Paragraph 3.1 of the Introduction to the policies of the GCNDP is inaccurate when it says that the policies set out the types of development which will and will not be permitted. In fact the policies set out criteria against which development proposals will be judged. I recommend that paragraph 3.1 should be amended accordingly. Replace 'types of development that will and will not be permitted' with 'criteria against which development proposals will be judged'.	Accept Examiners Modification
Examiners recommendation	Paragraph 3.3	Agreed	5.4 In the interests of clarity and consistency, I recommend that the word 'and' should be removed from the end of the second bullet point of paragraph 3.3, and that the full stop at the end of the third bullet point should be replaced by a semi-colon. Remove the word 'and' from the end of the second bullet point; replace the full stop at the end of the third bullet point by a semi- colon.	Accept Examiners Modification
	Paragraph 3.5 includes the words <i>'inter alia'</i> and phrases like this should be avoided so that the plan is easy to read and understand.	Replace 'inter alia' with 'among other things'	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
	Paragraph 3.7 refers to <i>'a number of evidence base documents'</i> and these should be referenced in the footnotes.	Agreed	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
	It would also help the reader if a map showing the landscape character areas accompanied the text in this part of the plan.	Agreed	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
Policy SP2	although a strategic policy, the policy and text would be better located with the Community and Business Policies, as it would avoid repetition. The Council is also concerned over how a proposal could be assessed against <i>'enhance and improve the quality of life'</i>	As this is a Strategic component we believe its impact would be reduced by embedding it into another section. Quality of life is clarified within the Policy enabling objective assessments to be made. As agreed we agree that 'enhance and improve' should be replaced with 'maintain'	TVBC suggest the re-location of the policy within the GCNDP, to avoid repetition. Given the strategic importance of the policy in implementing the vision and objectives of the GCNDP, I consider that it is appropriately located. Replace `enhance and improve' by `maintain or improve'.	Accept Examiners Modification
Policy NE1	lists seven sites that are to be designated as Local Green Spaces. It would be helpful if the map showing the green spaces was included in this part of the plan. The rationale for their selection at Appendix E could also be moved into the evidence base, as if the plan is made the rationale will not be needed in the final plan. With this in mind, the Local Green Space Assessment should be added to the bullet list showing the evidence for the policy in paragraph 3.29.	Agreed.	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
Examiners recommendation	Paragraphs 1.8, 3.20, 3.35 and 3.46, and footnotes 4 and 32	Agreed.	Replace `TVLP' by `TVBLP'.	Accept Examiners Modification
Examiners recommendation	Policy NE1, Policy NE3 and paragraphs 3.10,3.19, 3.26, 3.36,3.42 and 3.57.	Agreed.	5.5 In several places in the policies and supporting text, there are references to maps labelled `A.1', `A.2', `A.3' and so on. It is not immediately obvious that these maps are to be found at Appendix A.1, Appendix A.2 and so on. In the interests of usability and clarity, I recommend that the word `Appendix' should be inserted in every case. There are occurrences in paragraphs 3.10, 3.19, policy NE1, paragraph 3.26, Policy NE3, and paragraphs 3.36, 3.42, and 3.57. Insert the word `Appendix' before the map references in each case.	Accept Examiners Modification

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
Policy NE2	covers Rural Features. The policy states that <i>'proposals will not be supported where they result in the loss or deterioration of the best and most versatile agricultural land'</i> Is this an issue for the plan area. Does the plan area have any land in grades 1, 2 or 3a?	You are correct that we only have a small area that would fit this description. As agreed the text 'the best and most versatile' should be removed.	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
Policy NE3	deals with Biodiversity and nature conservation. The policy mainly repeats Local Plan Policy E5, therefore the Council suggests that the policy could be slimmed down so as not to repeat the requirements as already set out in Policy E5.	Agreed	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
	It would also aid the reader if the map showing the local SINCs was included in this section of the plan.	Agreed	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
Policy NE4	deals with the issues of Water Management and Pollution. Bullet 2 states that 'development proposals should protect the environment by contributing to the environmental works ...'. It is not clear from the policy or the text what form this contribution would take, and the Council suggests that this requires clarification. The third bullet states 'foul sewer infrastructure rather than' whereas the supporting text at paragraph 3.51 states 'in preference to'. It would be helpful if the same phrase was used in both the text and policy to avoid confusion.	Agreed	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
Policy NE5	covers the topic of Rights of Way. The policy states that <i>'development proposals should maintain or enhance ..'</i> The addition of the wording <i>'where appropriate'</i> would add clarity to the policy as not all development proposals will be required to maintain or enhance the footpaths and Rights of Way.	We feel the current Policy wording provides the most appropriate solution.	4.5.2 Not all development proposals will have an impact upon rights of way, and therefore I recommend that the words <i>'where appropriate'</i> should be inserted at the beginning of the first sentence of the policy. Insert the words <i>'where appropriate'</i> at the beginning of the first sentence of the policy.	Accept Examiners Modification
	It would also aid the reader and the flow of the plan if a consolidated map showing the Rights of Ways and permissive paths was included in this section of the plan.	Agreed	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
Policy BE1	covers the issue of Design. Bullet 2 would benefit from having the word <i>'users'</i> added to the policy, as this will also deal with non residential buildings. The wording could read <i>'all existing and future users or occupants'</i> Bullet 5 states that <i>'where appropriate, ..comply with the VDS'</i> . Given the status of the Village Design Statement, most development should comply with the document, therefore the Council suggests removing the wording <i>'where appropriate'</i>	Both Agreed	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
	It would be helpful to the reader if there was a footnote reference in paragraph 3.73 to the Conservation Area Character Appraisal referred to in the text.	Agreed	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
	It would also be helpful if the relevant building regulations were cited in the evidence for this policy section, to support the inclusion of the rainwater harvesting to reduce water consumption.	Agreed	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
Policy BE2	covers the issue of the Conservation Area and other heritage assets and bullet 1 states that development should, ' <i>respect the historic fabric and plan form of the locality</i> '. For improved clarity this would benefit from having the word 'historic' added so that the wording would read ' <i>respect the historic fabric and historic plan form of the locality</i> '	Agreed	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
	Bullet 2 of the policy follows on stating that development should ' <i>respect important views into and out of the Conservation Area as identified in the Character Appraisal</i> ' this would be clearer if the following was added ' <i>respect important views including, but not restricted to those into and out of the Conservation Area as identified in the Character Appraisal</i> '	Agreed	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
	<p>The final paragraph of the policy goes on to say : <i>'Development proposals should conserve and enhance designated and non-designated heritage assets throughout the Neighbourhood Area. These comprise listed buildings, buildings of local interest, archaeological sites and the historic landscape.'</i> It would be helpful if these non designated assets and buildings of local interest were referenced in the supporting text.</p>	Agreed	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
	<p>Paragraph 3.77 sets out the key characteristics that give the Area its distinct and unique character, with bullet 8 listing the Major key buildings. Of this list, only The Lawns fall within the neighbourhood area, and so as a factual correction, the others should be removed from the bullet. However, St Peter's Church, Goodworth Clatford could be included as could the Village Club and Queen Anne Cottage which are other notable buildings in the village.</p>	Agreed	<p>5.8 The final bullet point in paragraph 3.77 is confusing. It lists a number of `major key buildings'. The first of these is within Goodworth Clatford; the remainder are in Upper Clatford and are not relevant in the context of the NDP. It appears that a bullet point from page 13 of the Goodworth Clatford and Upper Clatford Conservation Area Character Appraisal has been incorrectly copied. In the interests of accuracy and clarity I recommend that the final bullet point in paragraph 3.77 should be corrected. The bullet point refers only to the Conservation Area, and it would therefore be inappropriate to add the names of buildings which lie outside the Conservation Area (as suggested by TVBC). Correct the list of buildings.</p>	Accept Examiners Modification

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
	It would also aid the reader and the flow of the plan if the maps referenced in the supporting text are included in this section of the plan.	Agreed	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
	Notwithstanding this, the Council has the following comments on the policy. The policy as written would apply to all development proposals. However, an extension to an existing building and other small scale development would not require a Transport Assessment or Statement, nor due to their locations may not be accessible by a range of transport modes.	Agreed that an edit is required.	4.8.2 Not all development proposals would justify a Transport Assessment or Transport Statement. Indeed Paragraph 9.9 of the TVLP says that only developments which generate a significant amount of movement will require a Transport Statement or Transport Assessment to be produced. I recommend that Policy CB1 and the supporting text (paragraph 3.84) should be reworded to recognise this. The precise wording should be agreed between GCPC and TVBC. Reword the policy and supporting text to recognise that not all development proposals will justify a Transport Assessment or Transport Statement.	Accept Examiners Modification
	Bullet 3 of the policy goes on to state ' <i>enhanced connectivity to existing transport, travel and other community facilities</i> ' It is not clear what the difference is between 'travel' and 'transport' in this context , however it is acknowledged that connectivity to existing transport routes and other services and facilities in the village is important.	We see Travel referring to being on a journey, often for pleasure or business whereas Transport is all about the act of going from one place to another	4.8.3 TVBC query the use of `transport' and `travel' in paragraph 2 of policy CB1. In my view there is a distinction between `travel' (the act of moving from one place to another) and `transport' (the means of doing so). On that basis, the use of the word `travel' in the third line of paragraph 2 of Policy CB1 is inappropriate, and I recommend that the word should be deleted. Delete the word `travel'.	Accept Examiners Modification

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
	Paragraph 3.84 states that 'proposals should include appropriate information ...'. Not all development will require a TA, therefore the words 'where required' should be inserted, as well as in Bullet 1 for clarity. It should also be noted, that there could be some permitted development in relation to highways works, and therefore this policy would not apply.	Agreed.	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
Policy CB2	deals with Community Facilities. The policy identifies the community facilities that the policy would apply to, however the first half of the policy repeats policy COM14 in the Local Plan. The Council suggests rewriting the policy so that it identifies the community facilities that COM14 would apply to in the village of Goodworth Clatford. It would also be helpful if both the village pubs are named in the list for the avoidance of doubt.	Agreed	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
	<p>The catchment area of the primary school is mentioned in paragraph 3.88, and it states its very large. The catchment area is in fact the Parish of Saint Peters in Goodworth Clatford and All Saints in Upper Clatford, and could not be described as being large. If there are any pupils in the school from outside the catchment area, if new families arrive in the village, over time in accordance with the admission policy, there would not be spaces to accommodate out of catchment children. The Council suggests that this is reworded.</p>	Agreed	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
Examiners recommendation	policy CB2 paragraph a)	Agreed	5.10 In the interest of accuracy, I recommend that in paragraph a) of Policy CB2, the word 'amenities' should be replaced by the word 'amenity'. Replace 'amenities' by 'amenity'.	Accept Examiners Modification

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
Examiners recommendation	policy CB2	Agreed	5.9 Policy CB2 lists a number of community facilities. They are identified by numbers, which in turn relate to a map, Appendix A.7. However, it is not clear from the policy itself that the numbers relate to the map; that information is not given until paragraph 3.86 in the supporting text. In the interests of clarity, I recommend that a reference to Appendix A.7 be inserted into the policy itself. Insert a reference to Appendix A.7 into the policy.	Accept Examiners Modification
Examiners recommendation	Examiners recommendation Paragraph 3.77,final bullet point	Agreed	5.8 The final bullet point in paragraph 3.77 is confusing. It lists a number of `major key buildings`. The first of these is within Goodworth Clatford; the remainder are in Upper Clatford and are not relevant in the context of the NDP. It appears that a bullet point from page 13 of the Goodworth Clatford and Upper Clatford Conservation Area Character Appraisal has been incorrectly copied. In the interests of accuracy and clarity I recommend that the final bullet point in paragraph 3.77 should be corrected. The bullet point refers only to the Conservation Area, and it would therefore be inappropriate to add the names of buildings which lie outside the Conservation Area (as suggested by TVBC). Correct the list of buildings.	Accept Examiners Modification

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
Policy CB3	concerns the Loss of Commercial Premises and Land. This is a negatively worded policy, that repeats much of Policy LE10 in the Local Plan and does not add any locally distinctive dimension. The policy also states that sites would need to be marketed for a period of 12 months, but there is no evidence put forward to suggest why 12 months is an appropriate time frame. The Council suggest that the policy is removed.	We would prefer to reword this Policy rather than remove it to become more locally distinctive. We agree that it should be more positively worded and the duration reduced from 12 to 6 months.	4.9.1 TVBC say that the policy duplicates a local plan policy and is unnecessary. However, the inclusion of the policy develops the ideas set out in the vision and objectives, and thereby makes the GCNDP a more coherent and locally relevant document. In my view the wording of the policy is clear and logical as it stands. Nevertheless, GCPC propose to amend the policy, and I see no reason why their proposed amendments should not accord with the basic conditions.	Modify to reflect comments made
Section 4 – Delivering the NDP	This section of the plan deals with those non use planning matters that are of importance to the local community. They are therefore expressed as ‘Community Actions’ in this section. The Council has no comments to make on this section, however, they could be included below each relevant policy that they refer to, so that the plan is read as a whole.	Noted	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
Appendix A	As previously commented in the preceding sections, it is suggested that the plans in Appendix A are placed within the document in the section that relates to each plan.	We were advised by our External Planning Consultant that these documents should go in an Appendix!	5.11 In a number of cases TVBC recommend that maps and other information should be moved from the Appendices into the body of the GCNDP, closer to the policies to which they relate. This is a matter of presentation which can be decided by discussion between the GDPC and the TVBC. It does not have a bearing upon my consideration of the basic conditions.	Modify to reflect comments made
	The Council also suggests that some of the plans could be merged. For example there could be one map showing the Settlement Boundary, Conservation Area, Local Green Spaces and Listed Buildings, A second map could show the SINCS, Rights of Way and Permissive Footpath and Bridleway. This is a presentation issue that can be dealt with for the final version of the plan, and the Council would be happy to assist in the production of these plans.	noted	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
Appendix B	This is the parish profile for the area, and for the final version this could be relocated to the evidence base for the plan.	Agreed.	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made

Section / Policy / Paragraph.	Comments	Goodworth Clatford Response	Examiners Recommendation	Proposed Modification
Appendix D	This contains the perspectives connecting the Built and Natural Environments. Again this is valuable information, that could sit within the evidence base that supports the policy. It would be useful to include the photographs within the supporting text of Policy SP3, along with the maps showing where the views are.	Noted	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
Appendix E	This houses a table listing the Local Green Spaces. The title of this would benefit from having the word 'assessment' added, as this is a better description. This again could be moved to the evidence base, as it justifies the sites included in the policies.	Noted	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
	It would also be helpful if the table explained how and why the sites have been identified, and if any other sites were considered and rejected with the reasons why clearly explained.	Agreed.	1.7 No reason for objecting to the changes being made.	Modify to reflect comments made
Examiners recommendation	Appendix E	Agreed	5.6 In the interest of accuracy, I recommend that In Appendix E (fifth column, second line of first entry), the word 'respectfully' should be replaced by the word 'respectively'. In the fifth column, second line of first entry, the word 'respectfully' should be replaced by the word 'respectively'.	Accept Examiners Modification