

**Minutes of the Appleby Parish Council Meeting held on
10 June 2019 at 7.00 pm in Appleby Village Hall.**

Present:

Councillor I Keyes (Chair), Councillor L Wilson, Councillor P Johnson, Councillor D Hall, Councillor I Hook, Councillor A Coulton, Councillor T Beisty, the Parish Clerk Mrs L Watson, 6 members of the public and 2 guests from North Lincolnshire Council were also present.

19/067 Apologies for absence. Councillor R Wilson (Deputy Chair), Ward Councillor Ivan Glover and Ward Councillor H Mumby-Croft,

19/068 Declaration of Interest and consideration for dispensations.
There were no Declarations of Interest

19/069 Public Participation
There were no issues raised.

19/070 Presentation by North Lincolnshire Council officers
The meeting was attended by Eddie Rychlak, Conservation Officer and Andrew Law, Planning Officer, who gave an insight on the conditions of the Article 4 and the Conservation Area within Appleby Parish.
Please see Appendix A attached.

19/071 To receive minutes of the Parish Council Meetings held in April for approval.
The minutes of the parish council meeting held on 13 May 2019 were approved as a true record.
Proposed: proposed by Councillor Wilson, seconded by Councillor Hall.
Agreed: All councillors present.

19/072 Matters arising from those minutes.
Risby Road footpath is within the North Lincolnshire Council works programme for this financial year.

19/073 Financial Reports.

- (a) The Year End Accounts for 2018-2019 were presented to the council. The internal audit was carried out by VANL on both the paper and electronic versions.
- (b) Section 1 of the Annual Governance and Accountability Return of the Year End Accounts was presented for approval.
Agreed: signed by the Chair and approved by all councillors present.
- (c) Section 2 of the Annual Governance and Accountability Return of the Year End Accounts was presented for approval.
Agreed: signed by the Chair and approved by all councillors present.
The Certificate of Exemption to be returned to the External Auditor by email.
Action: clerk to load audit information onto website and send Certificate of Exemption to external auditor by email.

Actions

Clerk to put accounts onto website and return certificate to external auditor.

Actions

(d) Update regarding finance

The clerk advised the current account balance as £922.81
The clerk advised the reserve account balance as £10,310.31

(e) Payments to be agreed

Cheque	Item	Amount
BACS	Salary for Clerk – May	
BACS	Clerk – stamps	£4.20
500822	HMRC tax May	£33.20
Card	Items for repairs in playground	£84.60
500823	VANL year end accounts audit	£120.00
500823	VANL computer accounts training	£82.50

The monthly salary to the clerk was agreed for payment
proposed: Proposed by Councillor Hall, seconded by Councillor Wilson
Agreed: by all Councillors present

19/074 Update and information on parish

a) Appleby

Playground – Some repairs had been completed but further works were required to the tower. Councillor Johnson to assess and repair as necessary. Prior to the parish council meeting information had been sent to all councillors detailing available table and seat replacements. Following a discussion it was decided to look at sourcing recycled plastic equipment.

The costs were approximately:

£1600 + vat for the benches

£2000 + vat for the tables.

It was decided to look at providing tables with wheelchair access to ensure that the playground remained as inclusive as possible.

3 tables and 3 benches required replacing. The present site of the equipment is not ideal and it may be that the new equipment is resited.

Action: Councillor Johnson to provide exact cost details for replacement of benches. Grant to be applied for when prices and types are available.

CallConnect bus service – a response had been received from the public transport department of North Lincolnshire Council.
See Appendix B.

Trees on Haytons Lane – although information had been requested from North Lincolnshire Council, no response had been received.

Action: clerk to follow up

b) Santon

Traffic Update – Meeting cancelled due to the situation with British Steel. Request for update on ownership of road and Traffic Regulation Order requested.

Speed sign – on hold until further notice.

c) Broughton and Appleby Regeneration – no date has been set for the next meeting.

Repairs to be carried out. Costs to be provided. Grant to be applied for.

Clerk to follow up

19/075 To receive and consider Planning Matters

PA/2019/897 – single storey side extension 10 Carr Lane, Appleby DN15 0AH.

Proposal: to respond with comments relating to Neighbourhood Plan and conservation policies.

Action: comments to be drafted and circulated before submitting

Agreed: by all councillors present

Anglian Water and planning applications – response received.

Please see Appendix C

Solar Park Carr Lane - no further information has been received from planning regarding the scoping report.

Action: Clerk to follow up

19/076 To receive and consider Correspondence

A response had been received from Cemex regarding the diversion route during the South Ferriby flooding scheme.

Please see Appendix D

No response has been received from Highways at North Lincolnshire Council.

19/077 To consider North Lincolnshire Ward Councillor reports.

Nothing to report.

19/078 Complaints, suggestions and matters for the press.

- a) The Appleby Neighbourhood Plan has been approved by the Planning Committee. It now needs to go to Cabinet for rubber stamping. The planners will now assess any planning applications received against the Neighbourhood Plan and advise accordingly.
- b) Concerns were raised regarding a 'man made' layby on Dawes Lane.
Action: to be added to agenda for July meeting
- c) Appleby 40's Festival – check when Cutting Edge are due to cut the grass and see if it can be done as close to 20 July as possible.
- d) **Action:** Appleby 40's committee to be advised to contact Village Hall committee re grass cutting
- e) Complaints had been received regarding a playhouse erected at a residence in the village. This has been referred to North Lincolnshire Council.

19/079 Confirmation of date and time of next meeting.

The dates of the next meetings are scheduled for:

Monday 8 July 2019 parish council meeting

Tuesday 20 August parish council meeting

Tuesday 24 September parish council meeting

Tuesday 22 October parish council meeting

Tuesday 19 November parish council meeting

All meetings to be held in Appleby village hall at 7pm unless otherwise advertised.

Agreed: by all Councillors present.

There being no further items the Chair thanked everyone for attending and the meeting closed at 9.00pm.

Actions

Response to be circulated before submitting

Clerk to follow up

Add to July agenda Appleby 40's committee to be advised to contact village hall.

Appendix A

Appleby Parish Council – Conservation Update 10 June 2019

The Appleby conservation area was designated in 1972 and at the same time an Article 4 Direction was placed on the area which removes certain permitted development rights (rights to carry out works without the need for planning permission). This Article 4 Direction relates to residential properties only.

In 2005, after the Conservation areas was appraised and re-assessed, the Appleby Conservation Area was extended to encompass most of the whole of the historical village envelope. The new extension included the early street pattern with many historical properties as well as some sympathetically designed new build properties. **This area is NOT covered by an Article 4 Direction.**

In the original conservation area (covered by the Article 4 Direction) planning permission is required for the following works that would not normally require consent:

- Extensions to residential properties.
- Changing windows and doors.
- New external facing materials.
- Changing roofing materials.
- The erection of a porch outside any external door.
- The construction of a hard standing within the curtilage of a dwelling house.

Information regarding the need for planning permission is also available via the interactive house on the planning portal website via the following link: <https://interactive.planningportal.co.uk/>.

Alternatively the council operates a paid permitted development enquiry service, the details of which can be found on the council website at the following web address:

<https://www.northlincs.gov.uk/planning-and-environment/planning/do-i-need-planning-permission/>

Assessment

The planning system is a plan led system and all applications must be determined in accordance with the adopted local development plan for the area unless other material considerations indicate otherwise. Therefore, all planning applications are reviewed against the relevant development plan policies and, in respect of development proposals within conservation areas, this will include the policies identified below.

The Development Plan for North Lincolnshire currently comprises the North Lincolnshire Local Plan 2003, the North Lincolnshire Core Strategy 2011, the Housing and Employment Land Allocations Development Plan Document 2016 and Neighbourhood Plans produced for specific settlements and Parishes.

Further to the above, it is important to note that all planning applications must be determined on their own individual merits and that development may be considered acceptable on one site, whilst the same (or similar) development is deemed unacceptable on other sites.

Town and Parish Council's play an important role in the determination of planning applications by representing the local community and providing a source of local knowledge that may not otherwise be available to the local planning authority. It is important that if the Town/Parish council either support or object to a planning application that clear

reasons for doing so are provided. These reasons should be based on the relevant policies of the development plan and other material planning considerations.

A case officer will be appointed to process each planning application and this officer will be able to provide further advice about specific cases should this be required.

Relevant Policy

The key overarching duty imposed by national legislation is that development in conservation areas should 'preserve and enhance the character of the conservation area'. This is set out in Section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and is reinforced through local planning policies and guidance documents.

The key local Development Plan Policy in this regard is currently policy HE2 (Development in Conservation Areas) of the North Lincolnshire Local Plan 2003, which sets out requirements for all development proposals in conservation areas; and policy AP13 of the Appleby Parish Neighbourhood Plan, which sets out requirements specific to the Appleby Conservation Area.

Further guidance regarding the Appleby conservation area is set out in the "Appleby Conservation Area Appraisal" and the "Appleby Village Design Statement" documents.

These local policies and guidance documents can be accessed via the council's website at the following web address: <https://www.northlincs.gov.uk/planning-and-environment/planning-policy/>.

National planning policy is also a material consideration in the determination of planning applications and the relevant requirements in respect of development in conservation areas can be found in Chapter 16 (Conserving and enhancing the historic environment) of the National Planning Policy Framework (NPPF) 2019. This document can be accessed at:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/807247/NPPF_Feb_2019_revised.pdf.

The land outside the development boundary and the agricultural areas were also discussed and the council was informed that planning permission would be required for development and would then be assessed against the existing policies. Any planning application would still need to maintain the historical ambience/character of the village.

The Local Authority has to plan ahead for 5 years to provide adequate building sites but where a Neighbourhood Plan is in place there is more control over this. Expert opinion is requested on drainage, roads, NHS etc where a large housing development application is received.

Appendix B

Call Connect / Demand Responsive Transport update

As part of the Department for Transport (DfT) sponsored Total Transport Initiative, North Lincolnshire Council developed a pilot project to test the viability and feasibility of Demand Responsive Transport (DRT) bus services in the more rural parts of the authority's area. The pilot project ran until March 2017, at which time the authority decided to maintain the services. It procured operators to deliver the CallConnect services with a call centre managed by Lincolnshire County Council as part of a Service Level Agreement and the buses run by local operator Hornsby Travel.

Since March 2017 it has become apparent that there are a number of weaknesses in the current arrangement and complaints are more common than we would like. Despite this passenger numbers continue to grow albeit at a slowing rate.

In light of that a Pre Market Consultation (PMC) was developed and issued in November 2018. The response to this PMC was overwhelming with a range of ideas and options put forward and it became clear that in the subsequent years since starting CallConnect the market has moved forward at pace and both customer expectation and service capabilities are far in advance of 2017.

Looking at the revised priorities and outcomes for the Council notably the strategic outcome to be "Connected" and provide "accessible transport" a revised specification to deliver DRT for post 2020 has been developed and a range of options are currently being considered by Members. Given the commercial sensitivity of this we cannot provide further details of the specifics at present.

In the interim short term contracts have been put into place to maintain continuity of service.

Appendix C

Anglian Water – Responding to Planning Applications

Introduction

Anglian Water is the water and water recycling provider for over 6 million customers in the East of England and Hartlepool. Our region stretches from the Humber estuary, north of Grimsby, to the Thames estuary, and from Buckinghamshire to Lowestoft on the east coast. We also cover around a fifth of the English coastline.

Water and water recycling services are vital for growth and we have a statutory duty to provide them for new homes and businesses.

Anglian Water supports sustainable growth and works with delivery partners, such as local authorities, to ensure timely and efficient delivery of infrastructure and services.

There is a growing awareness of the critical role the planning system plays in joining up development and water infrastructure. Anglian Water takes an active role in the planning system and seeks to maintain regular consultation and liaison in respect of planning issues with all local authorities in our region.

This note seeks to provide guidance to Town and Parish Councils and our customers on:
How we ensure our existing and future customers are protected whilst we plan for growth.
How we engage in the planning application process.
Funding sewerage network improvements through developer charges.

Pre Development Team

Anglian Water needs foresight of new development proposals; we need to understand the scale, location and timing in order to adequately assess the impact on existing infrastructure and plan new infrastructure requirements.

The Pre Development Team at Anglian Water liaise with developers and local authorities throughout the planning process to ensure we have all the information needed to understand where and when growth is taking place. Consideration of waste water issues, including the capacity of the existing systems and the need for any new infrastructure is essential in respect of well planned development proposals.

Water Industry Act – Right to connect

Anglian Water has limited powers under the Water Industry Act 1991 to prevent connection to its used water network (sewers) ahead of infrastructure upgrades:

Section 94 of the act 'General duty to provide sewerage system'

Section 106 'Automatic Right to Connect' - An application to connect to the sewerage network cannot be refused on the grounds of no capacity.

Therefore, we rely heavily on the planning system to help us facilitate sustainable growth. This can be achieved through the use of planning conditions and phasing of development. We therefore work closely with local authorities to ensure any required infrastructure is delivered in line with development, avoiding causing a detriment to our existing and future customers and ensuring the water environment is protected.

Responding to Planning Applications

Anglian Water is not a statutory consultee for planning applications. This means that local authorities are not required to consult us. However, we actively engage in the planning process by responding to major developments of 10 or more dwellings or 0.5 ha and over for employment use. This is to ensure a sustainable drainage strategy is prepared that mitigates the risk of flooding and water pollution which protects our existing and future customers.

Assessment Process

Anglian Water assesses the impact of a development on existing Anglian water assets and the foul water and surface water network at the time of the planning application. In order to understand the potential impact a new development may have on the used water network we carry out an analysis of the proposed flows. Whilst making our assessment we look at the following:

Foul water and surface water proposals.

Potential impact on sewer capacity (risk of sewer flooding).

Proximity of development to our underground and above ground assets.

Odour and amenity impact. ☑ Water Recycling Centre capacity.

Source Protection Zones (to ensure protection of water quality).

When considering new developments we work on a nil detriment basis. This means a new development must ensure that it can be accommodated without impacting on existing residents. It is not the role of the new development to rectify historic issues and operational issues such as blockages.

Foul Water Strategy

We calculate the estimated used water flows from the new development; these flows are based on the type and size

of the development. We will look at the topography of a site and if the applicant is proposing to connect to the public network via a gravity or pump conveyance. If there are capacity concerns in the network we will request the local authority apply a foul drainage condition if permission is granted.

We may also request a foul drainage condition if the applicant has not submitted all the information we require to make an informed assessment.

The condition will ensure the applicant engages with us, giving us an understanding of build rates and phasing. We will work with the developer to ensure a sustainable drainage strategy is prepared that mitigates any risk of flooding or pollution and protects our existing and future customers.

Water Recycling Centres (WRC)

Whilst we comment on WRC capacity at the planning application stage, any upgrades required to accommodate growth are wholly funded by Anglian Water through our Asset Management Plan. We work closely with the Environment Agency to ensure the water environment is protected and engage with them regarding WRC upgrades and any revisions to existing permits.

Surface Water Strategy

Anglian Water strongly supports the use of sustainable drainage systems (SuDS). A surface water connection to the sewerage network can only be permitted under exceptional circumstances, for example if it can be demonstrated that there are no other feasible discharge options. Anglian Water will seek to separate surface water foul flows as part of new developments to relieve the existing pressures and treatment requirements. We liaise with the Lead Local Flood Authority, who are the statutory consultee, in relation to surface water proposals for major planning applications. This joint approach helps to ensure sustainable development is delivered.

When assessing a planning application we will look at the proposed surface water drainage strategy to ensure the applicant has followed the Surface Water Hierarchy, as stipulated in the Building Regulations Part H. If the developer does not have a clear strategy or if there is insufficient information for us to make an informed assessment we will request the local authority apply a condition if permission is granted.

Anglian Water also adopts SuDS that meet with our standards. Once we adopt SuDS we will maintain them and we do not require maintenance contributions from the developer. The adoption of SuDS is developer led and they need to approach us at the early stages of planning to ensure an effective SuDS strategy is designed.

For more information please see our Surface Water policy: <http://www.anglianwater.co.uk/developers/surface-water-policy.aspx>

Existing Assets

In order to protect our current assets we assess the potential impact of the development. We also advise the local authority that a suitable distance is maintained from assets which may have an amenity impact on future residents, such as water recycling centres and sewage pumping stations. We also consider the impact of development on Source Protection Zones, these are areas where we abstract drinking water and need to ensure the water quality is protected.

Pre Planning Service

We actively encourage developers to contact us prior to submitting a planning application via our pre-planning service. This is a paid for service but such discussions will help identify any potential capacity concerns before a planning application is submitted. Information regarding our Pre Planning service can be found on our website.

Surface Water – How you can help

Surface water and groundwater entering the network during periods of heavy rainfall reduces the capacity available in the sewerage network and can lead to flooding of properties and land. We are not responsible for investigating groundwater, river flooding or surface water issues. This is the role of other agencies including the Environment Agency and the lead local flood authority. Our priority is to keep our sewers flowing and carry the flows they were built to carry, such as used water from toilets, sinks and washing machines.

In some areas there may be issues with property owners connecting surface water pipework to the sewerage network without our knowledge, thus inadvertently reducing the capacity in the sewerage network.

Anglian Water asks that residents take positive action to help prevent flooding which occurs whenever there is heavy rainfall. Anglian Water cannot require people to check and reroute surface water connections, however, we do offer a reduction on your bill if the entirety of your premises is not connected to the public sewerage system for surface water drainage. To find out more please visit our website.

Wherever possible we will work with all agencies involved to understand the impact and causes of flooding.

Funding Network Infrastructure

Anglian Water applies a Zonal Charge to each new property connecting to the public sewer. This will be a cost per residential property (or flow equivalent for non residential) payable by the developer when an application is made to connect to the public sewer and/or potable water. Funds raised by this charge will be used for network upgrades across the Anglian Water region.

This charge allows Anglian Water to look at the cumulative impact of growth in our region, and, where appropriate, to design strategic catchment investment schemes.

More information can be found on our website.

Strategic Planning

Anglian Water is a statutory consultee for both local plans and neighbourhood plans. Our Strategic Planning Team liaise and respond to local authorities through formal consultations as well as on-going communication and supporting the preparation of technical evidence by local authorities e.g Water Cycle Studies.

Anglian Water have written a guide for Neighbourhood Plan Groups, this gives some useful information for those preparing a Neighbourhood Plan and can be viewed on our website.

Summary

In order to provide sustainable solutions to enable growth while protecting our existing and future customers, as well as the water environment, we need to work proactively with our growth partners. Early, effective engagement and collaboration with local authorities, communities and developers is key to ensure delivery of sustainable development.

Market insight and understanding future growth is an important part of our business. We closely monitor housing and economic growth to align investment and the operation of our infrastructure to meet additional demand.

Questions regarding new developments

If you are concerned about the impact of a proposed development, whether that be a minor or a major application, and would like Anglian Water to provide comments on the planning application, please contact the Pre-Development Team via email: planningliaison@anglianwater.co.uk, with the local authority name, the planning reference number and outline your concerns. We cannot provide you with site specific information, but we will provide formal comments to the LPA. All comments that we make should be viewable on the local authority website.

Reporting Incidents of Flooding

We ask residents to report all incidents of flooding, loss of facilities etc. through to our operational contact centre on 03457 145 145.

Appendix D

Cemex UK – Kevin Groombridge

According to our Logistics Department, the preferred routes at all times for our tankers leaving site is either through South Ferriby village towards Barton or along the A1077 towards Scunthorpe. Drivers who do not follow instructed routes receive disciplinary proceedings against them. Previously when there has been issues with the A1077 we have always used which ever route is available to us (either Barton or Scunthorpe) no matter the delay in getting cement to our customers.

All of our lorries are fitted with GPS tracking and tachographs, these are checked on a continual basis or immediately if the vehicle is involved in an accident or a complaint is received from a member of the public.

Currently we have not received any up to date information from the EA concerning duration and timing of road closures, this I know they are currently working on with their consultants. I have copied your letter to the EA along with this response, hopefully they will also respond to you directly.

It is our policy to be a good neighbour, if when we have more information available from the EA , that there will be a change to our preferred routes from the plant and we need to travel through the village then I will consult with yourselves to ensure that we can remain being a good neighbour through having plans in place to monitor our fleets performance whilst within the village boundary so to minimise the nuisance to you.

If when the road is shut anyone within the village notices a CEMEX tanker and we have not had any dialog between us then please contact me so I can investigate why it was there.