

# Public Document Pack



**Bassetlaw**  
DISTRICT COUNCIL  
— North Nottinghamshire —

## Council Meeting

### Summons

You are hereby summoned to attend  
a meeting of Bassetlaw District Council  
to be held on  
Thursday, 8th December, 2022  
at 6.30 pm  
in The Ballroom, Retford Town Hall, DN22 6DB  
for the purpose of transacting  
the business on the agenda.

A handwritten signature in black ink, appearing to read 'D Armiger'.

Queen's Buildings,  
Worksop, S80 2AH

D Armiger  
Chief Executive

Dated Wednesday, 30 November 2022

# Agenda

1. **Apologies**
2. **Declarations** To receive Declarations of Interest by Members and Officers

**Members are also reminded of the requirements of Section 106 of the Local Government Finance Act 1992 that they should declare and not vote on specified matters if they are two months or more in arrears with their Council Tax payments.**

3. **Minutes** To approve as a correct record the Minutes of the Meetings held on 22<sup>nd</sup> September and 27<sup>th</sup> October 2022.  
(Pages 9 - 24)
4. **Previous Motions Action and Implementation** (Pages 25 - 34)
5. **Communications** To receive such communications as the Chairman and Chief Executive desire to lay before the Council
6. **Questions By The Public** To answer questions of which notice has been given in accordance with Rules of Procedure Number 10.
7. **Questions by Members** To answer questions of which notice has been given in accordance with Procedure Rule Number 11.

## **From Councillor H Tamblyn-Saville:**

“In March of this year, the council passed a motion in an effort to help change the culture of violence against women and girls, including encouraging male councillors to take the White Ribbon Pledge. White Ribbon Day this year was November 25th, the same week as the World Cup beginning, and it is known that during major football matches, the incidences of domestic abuse rises. In future years, will Bassetlaw District Council commit to marking White Ribbon Day on social media to raise awareness, and share details of how and where to seek help?”

8. **Motions** To consider motions of which notice has been given in accordance with Procedure Rule Number 12.

## **Proposed by Councillor J Naish and seconded by Councillor K Dukes:**

“This Council notes that Bassetlaw will become home to the UK Atomic Energy Authority’s STEP project. This multi-billion-pound project will build the UK’s first fusion energy plant and will attract interest from across the world.

Firstly, this Council applauds the hard work of everybody involved with this bid, including this Council which has been ignored by some media outlets and politicians.

Secondly, this Council acknowledges that Bassetlaw has never been in the position where billions of pounds will be spent in the District through a large capital project spanning two decades (2022 to 2040 when the STEP project is due to go live). This gives us a unique opportunity to plan over a 20-year period, knowing with comparative certainty what will be happening on a large strategic site in the District.

To that end, this Council resolves to:

1. Create a 20-year vision for the District to tie in with the STEP project, which can be used to clearly articulate the future direction and aspirations of the area. Among other things, this vision should help to:
  - a. Attract inward investment and persuade businesses to come to a District “on the move”;
  - b. Attract people to come and work for a visionary Council;
  - c. Attract people to come and live in the District itself, rather than commute into it from elsewhere; and
  - d. Promote the District’s wider offering now that we have a world-leading project happening on our doorstep.
2. Engage the two District Councils closest to Hinkley Point C nuclear power station - a comparable project involving the construction of a two-unit nuclear power station in Somerset - to learn from their experiences since the project was approved in 2010 and construction started in 2017.
3. Engage the Local Government Association or equivalent organisation to perform a review of the Council’s core functions, to make sure that it’s set-up for success.”

**Proposed by Councillor J White and seconded by Councillor L Schuller:**

“This Council notes that the green agenda – which will ensure the UK reaches net zero by 2050 or before – is vitally important to limit global warming and preserve our planet for future generations. The STEP project, based here in Bassetlaw, is expected to be a major contributor to our understanding of how to stay at net zero once the nation reaches this point.

This Council also notes, however, that this will be a complex journey. As a small authority, we don’t have all the in-house knowledge and skills to drive this agenda forwards alone. Wider stakeholder support will, therefore, be needed.

To that end, this Council resolves to set-up a pro bono “Decarbonisation Advisory Committee” bringing together up to 10 of the region’s foremost minds on the green agenda, working with our Climate Change Officers to prioritise effort and investment appropriately.

Chaired by the new Assistant Chief Executive, the terms of reference for this Committee will be produced in conjunction with the Cabinet member for Regeneration.”

**Proposed by Councillor S Scotthorne and seconded by Councillor N Sanders:**

“This Council notes that a key requirement for a decarbonised Bassetlaw will be widespread use of electric vehicles powered by green energy.

However, charging electric vehicles can be problematic, especially in areas where terraced housing means homeowners and tenants don’t always have off-street parking where an electric vehicle charging point can be easily accessed.

This Council notes that Nottinghamshire County Council is planning an electric vehicle cable channel (EVCC) pilot programme. The planned trial will grant permission to eligible households without off-street parking provision to commission the County Council’s highway partners, Via East Midlands Ltd., to install cable channels which are cut into the footway to extend EV charging cables from an off-highway domestic electric vehicle charge point to the public highway through a discrete and safe conduit, without creating a trip hazard to road users or adding to street clutter.

The pilot is looking for a maximum of 10 households in Bassetlaw to participate.

Although the County Council’s funding will help cover the costs for the installation of the EVCC which would otherwise be funded by the householder, the proposed EVCC pilot will still require eligible households to fund an approved domestic electric vehicle charge point on their property. These upfront costs may exclude eligible households from participating in the pilot where the insights would otherwise be valuable.

Given the importance of this pilot in facilitating this Council’s understanding of how to help non-driveway households with their future electric vehicle charging needs, this Council resolves to support this pilot with up to £750 per household (£7,500 in total) – on top of the County Council’s funding – to contribute towards pilot participation costs, and subsequently to promote this pilot programme to all Bassetlaw residents. It has been agreed that if the costs cannot be contained within existing budgets the Councils Contingency budget will be used to finance any shortfall.”

**Proposed by Councillor D Challinor and seconded by Councillor M Watson:**

“This Council notes that it was recently proposed that the decision to stop issuing Hydraulic Fracturing Consents, declared by the UK Government in November 2019, be reversed to enable this method of extracting oil and natural gas from shale rock to recommence. The November 2019 decision was based on a report which found that it wasn’t possible to accurately predict the probability or magnitude of minor earthquakes and tremors linked to fracking operations.

On 22 September 2022, the Truss administration lifted this moratorium on fracking. It said fracking could take place where there was “local consent”.

On 26 October 2022, the Sunak administration readopted a presumption against issuing Hydraulic Fracturing Consents. It said this “effective moratorium” would remain in place until “compelling” evidence that addressed concerns on the links of fracking to earthquakes emerged. Although this means the moratorium is now unlikely to be lifted, it is noted that in the context of very high energy prices, this practice may be revisited in the future to meet the UK’s demand for fuel.

Given the lack of further insight into whether this practice can be conducted safely without (1) increasing the occurrence of minor earthquakes and tremors, (2) polluting water supplies and (3) contributing to climate change, the Council does not wish its assets, properties and/or land to be used for such practices.

To that end, until compelling evidence is produced to the contrary, this Council resolves to officially rule out any fracking on Council-owned assets, properties and/or land. Any decision to overturn this ban will require approval at a subsequent Council meeting.”

**Proposed by Councillor J Evans and seconded by Councillor A Rhodes:**

“This Council notes that the recently-published Medium Term Financial Plan for this authority projected a £1.36m gap across its general fund and housing accounts, resulting from inflationary cost pressures since March 2022.

It is important that this authority seeks to generate revenue where it can to close this anticipated financial gap by using its assets, property and land as efficiently as possible.

This Council resolves to:

1. Conduct a review of its office space to determine if more space can be rented to third parties to generate revenue.
2. Conduct a review of its wider assets to determine if these can be used to generate further income.

3. Identify assets, property and/or land that the Council may be able to dispose of, to generate further income.
4. Present a report with the findings to Cabinet”

**Proposed by Councillor J Leigh and seconded by Councillor S Shaw:**

“This Council believes that for Councillors and senior officers to fully understand the scope and scale of the Council’s actions, it is important that they spend time on the front line, talking to operational colleagues who are responsible for delivering front-line services.

This is a practice typically employed by mid-to-large scale organisations to ensure head office staff understand the operational impacts of key decisions taken and avoids decision-makers being disconnected from front-line service delivery. It also gives voice to operational staff who frequently feel disconnected from senior leaders and is particularly important at a time of rising staff vacancies.

To that end, this Council resolves to initiate a scheme where all Councillors and senior officers – where practically possible – conduct x2 two-hour “field trips” per annum.”

**Proposed by Councillor D Merryweather and seconded by J Shephard:**

“This Council notes that Bassetlaw Twinning Association is a voluntary group of Bassetlaw people who work to develop friendship and exchange visits between Bassetlaw and our twin towns in Germany, France and the USA.

The Council also notes the incredible outpouring of support for Ukraine in Bassetlaw over recent months, as well as the significant costs and effort that will be required to help rebuild this country in the future. Concrete actions are needed as well as warm words.

The Council, therefore, resolves to formally approach the Bassetlaw Twinning Association about working together to identify a suitable town in Ukraine that Bassetlaw can be twinned with, enabling the District’s official fundraising, humanitarian and other efforts to be streamlined and focused on a single town so that, together, we can give it the very best chance of recovering from the impacts of the conflict quickly.

Following initial dialogue and scoping work with the Bassetlaw Twinning Association and the identification of a suitable area to support in Ukraine, this Council resolves to work with the Bassetlaw Twinning Association and other stakeholders and partners to develop a successful twinning arrangement.”

**9. Referrals**

**10. Report(s) of the Chief Executive**

- (a) Appointments to Council Committees 2022/23 Municipal Year (Pages 35 - 38)

**11. Report(s) of the Head of Regeneration**

- (a) Neighbourhood Planning: Request to replace Sturton Ward Neighbourhood Area with three new neighbourhood areas (North and South Wheatley, North Leverton with Habbleshorpe, and Sturton le Steeple, Bole, and West Burton) (Pages 39 - 64)
- (b) Neighbourhood Planning: Modifications to, and arrangements for a referendum relating to, the Ranskill Neighbourhood Plan (Pages 65 - 104)

**Exempt Information Items**

*The press and public are likely to be excluded from the meeting during the consideration of the following items in accordance with Section 100A(4) of the Local Government Act 1972.*

**Section B - Items for Discussion in Private**

None.

**12. Any Other Business Which the Chairman Considers to be Urgent**

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## Council

### Minutes of the Meeting held on Thursday, 22nd September, 2022 at The Ballroom, Retford Town Hall, DN22 6DB

Present: Councillor M Richardson (Chairman)

#### Councillors:

G Freeman	G Bowers
J Bowker	H M Brand
D Brett	R B Carrington-Wilde
G Clarkson	A Coultate
D Depledge	K Dukes
T P Eaton	J Evans
S Fielding	S Greaves
M Introna	S Isard
J A Leigh	D J Merryweather
J Naish	J W Ogle
D G Pidwell	C Plevin
J Potts	D R Pressley
M W Quigley MBE	A Rhodes
N J Sanders	J M Sanger MBE
S E Shaw	B Sofflet
L Stanniland	H L Tamblyn-Saville
C Tindle	C Troop
M G Watson	J White

Officers in attendance: D Armiger, S Bacon, D Hill and C Hopkinson and C Taylor.

(The meeting opened at 6.30 pm.)

The Chairman welcomed everyone to the meeting, read out the fire alarm/evacuation procedure, and also enquired as to whether anyone wanted to film/record the meeting in accordance with legislation.

Before the meeting commenced the Chairman asked Members to join her in observing a minute's silence for Her Majesty Queen Elizabeth II who passed away on Thursday 8th September.

She commented that while we mourn the loss of Her Late Majesty Queen Elizabeth II, we also look to the future following the proclamation of the accession of His Majesty King Charles III as a symbol of hope and stability.

In a world of constant change, we look to the King to bring the same dedication and unifying presence that we have experienced over the last 70 years. Long may he reign. God Save the King.

The Chairman also asked Members to join her for a minute's silence to remember former Councillor and Honorary Alderman Frank Hart who passed away recently. Frank was Councillor for Harworth from 1999 to 2014. Frank was Chairman of the Council in 2002/03.

### **38 Apologies**

Apologies for absence were received from Councillors J Anderson, D Challinor, G Jones, G AN Oxby, L Schuller, S Scotthorne and B Tomlinson.

### **39 Declarations**

There were no Declarations of Interest by Members or Officers.

### **40 Minutes**

**Resolved** that the Minutes of the meetings held on 23<sup>rd</sup> June and 11<sup>th</sup> August 2022 be approved.

### **41 Previous Motions - Action and Implementation**

**Resolved** that the Previous Motions - Action and Implementation be noted.

### **42 Communications**

#### **Chairman's Communications:**

"The last few months have been very busy for myself and the Vice-Chairman.

The recent passing of Her Majesty Queen Elizabeth II has led to services all over the country to commemorate her Majesty's reign of 70 years. The legacy Her Majesty leaves behind and the devotion to her family, Commonwealth and nation will continue for years to come.

It was an honour and privilege to read The Proclamation of Accession Proclaiming King Charles III the new monarch.

I have attended several services - Notts County Council where I was given the scroll of Proclamation and the Civic Service at The Priory Our Lady and St Cuthbert. This was attended by the Chief Executive, David Armiger, and the two Deputy Lieutenants. Members of the public, community groups and veterans were invited to attend. It was too, especially for those who could not travel to London and pay their respects but had the chance locally to do so.

A special thanks to the Worksop Branch of the Royal British Legion for their service in the Market Square, the organisers Councillor Sybil Fielding and her husband Ray.

#### **Leader's Communications:**

The Leader shared the comments in relation to events and work undertaken following the death of her Majesty and the proclamation of accession of His Majesty King Charles III.

He also acknowledged work undertaken by officers to ensure appropriate arrangements were in place and gave everyone an opportunity to take part.

He highlighted that a devolution deal had been reached between Nottinghamshire and Derbyshire in recent weeks. There has been a huge amount of work conducted by officers across Nottinghamshire and Derbyshire to put the deal together.

A mayor is to be elected as part of the deal to cover Nottinghamshire and Derbyshire. There will be money linked with the deal that will come down in due course. The reality of the deal is a matter of government policy. It was the right decision for Nottinghamshire and Derbyshire to take

what opportunities are available.

He felt that there is missed opportunity regarding the Police and Crime Commissioner. In the future consultation, if people wish to challenge this and, by doing so, create a framework that works for everyone and saves public money in the process, it is a debate to be had.

He advised that this is his last speech as Leader and thanked everyone for their support over the years. He thanked Council staff and advised that a communication will be circulated to them in due course.

Over the last ten years, there have been significant challenges to overcome such as reduced finances; but if it was not for the hard-working staff we would not have the Council houses we have, investment in the District, growth and jobs in the District and the airy homes would still be there.

There is increased pressure and demands for staff. But through their work of staff, we have more engagement with the local community, businesses and veterans.

I am proud that we awarded the Freedom of the District to both the branches of the Royal British Legion and pay the living wage to the Council's staff.

It has been a privilege to serve as Leader. It is now time to move on and for a new leader to be elected.

#### **Chief Executive's Communications:**

I would like to thank the Leader for his kind words to staff and his work over the last 10 years. I look forward to working with him in the future in whatever capacity.

I was honoured to represent the Council at the Commemoration of Her Majesty Queen Elizabeth II at Southwell Minster on Sunday and subsequently at Worksop Priory along with the Chairman and Deputy Lord Lieutenant. Both events were very powerful testaments to the commitment the Queen had made to this Country over the past 70 years.

I would also wish to record the thanks of myself and the Corporate Management Team to all the staff who worked so hard to deliver the activities associated with the Queen's funeral. They responded with great professionalism and worked well outside the normal expectations in order to deliver a range of activities which included the proclamation of the new King and the commemoration event. I have already had some very positive feedback from the Royal British Legion and the Deputy Lord Lieutenant amongst others.

### **43 Report of the Chief Executive**

#### **43a Leader of the Council**

The Report advised that the current Leader of the Council intends to stand down with effect from the meeting. The Council is asked to approve a new Leader of the Council.

The Council is also asked to confirm the appointment of the new Leader to those Committees and outside organisations to which the current Leader was appointed by Council. The new Leader will replace the outgoing Leader on each. Those Committees and outside organisations are:

#### Committee

- Appointments Committee

#### Outside Organisations

- Bassetlaw, Newark and Sherwood Community Safety Partnership
- District Councils' Network Assembly
- East Midlands Councils
- Nottinghamshire County Council  
Joint Economic Committee (Leader)
- Sheffield City Region  
Sheffield City Region Combined Authority (Leader)
- The City of Nottingham and Nottinghamshire Economic Prosperity Committee

It was proposed and seconded that Councillor James Naish be appointed as Leader of the Council.

A recorded vote was requested by in excess of the required seven Members.

For: Councillors G Bowers, H M Brand, D Brett, R B Carrington-Wilde, M Charlesworth, K Dukes, T Eaton BCA, J Evans, S Fielding, G Freeman, S Greaves, J Leigh, D Merryweather, J Naish, D Pidwell, C Plevin, J Potts, D R Pressley, A Rhodes, M Richardson, N Sanders, J Sanger MBE, S Shaw, B Sofflet, C Tindle, C Troop, M Watson and J White.

Against: Councillors G Bowers, A Coultate, D Depledge, M Introna, S Isard, J Ogle, M W Quigley MBE and L Stanniland.

Abstained: Councillor H Tamblyn-Saville

#### **Resolved that:**

1. Councillor J Naish be elected as Leader of the Council with effect from 22 September 2022.
2. The new Leader, James Naish, be appointed to those Committees and outside organisations set out at paragraph 3.3 of the report.
3. Nomination(s) to replace the new Leader on those Committees upon which the new Leader will no longer sit be made.

Councillor J Naish made a statement as new Leader of the Council:

"Firstly, thank you Members for approving my appointment tonight as Leader of Bassetlaw District Council. It's a privilege that I will be taking extremely seriously, for as long as I'm in the role – which, Labour Group colleagues, I sincerely hope will be beyond May next year.

Before talking a bit more about the next steps for this new period of governance, it is important to acknowledge that this is the first time that there has been a new Council Leader in 10 years.

The past decade has been an extremely difficult period for this Authority, with pressure being applied to it from all sides. We have an aging population. The north-south divide remains as stark as ever. Local government has been at the sharp end of the austerity agenda. And right now, costs are increasing across the board.

In that context, the record of this Authority growing jobs, building skills, expanding its housing stock, modernising its ways of working – is a testament to the hard work of officers, of individual Councillors and of Councillors collectively.

Throughout this period, Cabinet members, Leaders of the Opposition, Chief Executives, Heads of Service, they have all changed. Simon, by contrast, has been a constant.

Simon, I am sure that I will only appreciate the long hours, hard work and difficult decisions that you have faced once I've been in post a few months but I know enough already to say that I appreciate everything you've done for this Council. I hope that you'll look back on this period of your political life with immense pride, and I hope that I can bend your ear from time to time.

As Leader, while recognising my commitment and desire to deliver a progressive, ambitious programme for Bassetlaw with the support of my Labour colleagues, I also want to say that I will be committed to bringing everyone together to achieve the very best for Bassetlaw.

I intend to do this in exactly the same way that I've gone about working as a Ward councillor, whether setting-up a Covid response group, running community workshops on the STEP project, or chairing a stagnant Neighbourhood Planning group – by having a clear understanding of the end goal, employing a healthy degree of pragmatism, and demonstrating a willingness to put in the hard yards.

When it comes to the future of Bassetlaw, I want to show residents and businesses that we can continue to build a fairer, better, more equal society. How will that be achieved?

Well firstly, I have an optimistic vision for our future. A vision where, despite our limited resources, we continue to create jobs and develop skills. A vision where fighting for the likes of the STEP project becomes the norm. A vision where we are leading by example, helping residents adapt to the impacts of climate change. I will talk more about policy in response to Cllr Bowers' question later.

Secondly, I intend to employ a few fresh approaches. I have already produced and will be following a roadmap that breaks priorities into manageable chunks. I will open my diary for Councillors and officers to schedule meetings when needed. I will work with officers to make sure that we harness data and information to support residents as effectively as possible. And I will seek to be transparent on talking about my own performance as Leader – for better or for worse.

Finally, I will draw on my experience of taking other organisations on big change journeys. In my day job, I have led teams to roll out new ideas like contactless payments at Barclaycard, smart meters at SSE and a five-year business plan at the electricity company, Northern Powergrid. While no two jobs are the same, using these experiences, I will work closely with Council officers so that together, we get the best out of its assets and its people.

Members, you have my assurances this evening that I won't purposefully let anything drop – and if I do, I encourage you to raise it with me. Not in the press or on social media initially, as has maybe been the case previously but by calling, emailing or speaking first here in this Chamber. I will always be open and honest with all of you; I hope you will give me the courtesy of being open and honest with me in return.

I know there is a further question on my priorities as Council Leader so I'm going to close. But not without saying that at a time when the cost of living is spiralling out of control and when time-pressing issues like climate change are getting worse, we need to redouble our efforts to deliver transformational change for residents and businesses. We need to collectively make sure that the Bassetlaw of next year is always better than the Bassetlaw of this year.

I hope that all of you, no matter where you're sitting right now, share this ambition. It won't be easy – in some areas, it may take years to deliver the change we would like to see. But I believe that we are working from very solid foundations and you have my assurances that I will be working extremely hard for the long-term good of residents and businesses across the whole District. I am very much looking forward to working with all of you."

#### **44 Change of Agenda Order**

The Chairman proposed that the two motions regarding the passing of Her Majesty Queen Elizabeth II presented be brought forward to this point in the meeting. The proposal was seconded.

**Resolved** that Agenda Item No. 8, Motions, be taken next on the Agenda.

#### **45 Motions**

**Proposed by Councillor M Richardson and seconded by Councillor G Freeman:**

“This Council sadly notes the death of Her Majesty Queen Elizabeth II who, for 70 years, has faithfully served our nation. It recognises the dutiful way in which she upheld her coronation oath and acknowledges the personal sacrifices that she had to wholeheartedly service the United Kingdom and the Commonwealth. This Council wishes to express its gratitude for her kind, gentle and humble leadership, as well as its deep sorrow at her passing; and resolves to promote her legacy as a model public servant.”

Councillors J Potts, M W Quigley MBE, D Merryweather, R Carrington-Wilde, J White, G Bowers and S Shaw spoke to the motion.

**Resolved** that the motion be supported.

**Proposed by Councillor M Richardson and seconded by Councillor G Freeman:**

“In recognition of the life and death of Her Majesty Queen Elizabeth II, this Council resolves to establish a cross-party taskforce to identify meaningful ways across the District to acknowledge her life of public service. This taskforce will meet for the first time within the next two weeks, with recommendations being made to Cabinet within 12 weeks of the first meeting. It will comprise of no fewer than eight non-Cabinet Members with at least one representative from all political parties and at least one representative from Worksop, Retford, Harworth and Bircotes, Tuxford and rural Bassetlaw, the Taskforce will be chaired by the Chairman of Bassetlaw District Council.”

**Resolved** that the motion be supported.

#### **46 Questions by the Public**

**From Mike Smith:**

“What are the council’s current and future collective efforts and actions to deal with the problems of pestilence and disease caused by flocks of feral pigeons across the district, but most notably in Ordsall, Retford?”

**Reply from Councillor J Leigh:**

“Feral pigeons are an intrinsic part of most towns and cities. It is never possible to completely remove all such pigeon populations, nor would it be appropriate to do so. However, in larger numbers, the presence of pigeons, and in particular their droppings can present a risk to public health. For this reason, it is desirable to keep pigeon numbers within reasonable bounds. The Council has a power (although not a duty) under section 74 of the Public Health Act, 1961 to control pigeons in its area, but this is subject to the licensing requirements of DEFRA, and subject

to the duties under the Wildlife and Countryside Act.

Feral pigeons need roosting sites, nesting sites, food and water. Keeping the population within reasonable bounds relies on restricting these in combination. The Council has and will continue to address each of these in order to minimise the pigeon population; however, evidence suggests that adequate control can only be successfully achieved if the Council, the general public and property owners work in partnership.

The size of a pigeon population will ultimately be determined by food availability. The deliberate feeding of pigeons in Retford does arise, but we believe that it is only a small minority of residents who do this. The Council have engaged with such individuals in the town centre with the aim of educating and dissuading them from feeding pigeons. We have not had the need to resort to formal enforcement action, but this recourse can be utilised if necessary.

Officers have also written to residents in whole areas, and to some individually, both to ensure that they do not feed pigeons directly, and to take care to ensure that in feeding smaller garden birds, food is not inadvertently taken by pigeons.

The existence of solar panels on many of the roofs on and around Glen Eagles Way is offering ideal nesting sites for feral pigeons, beneath the panels where it is dry and presumably warm. The reason why this is a particular problem in this neighbourhood, but not others where there are also significant numbers of panels, is currently being investigated.

Proofing the edges of the solar panels to prevent pigeons from getting beneath will deprive them of nesting sites. The responsibility to do this lies with both the householder and panel owners (and I recognise that most panels are not directly owned by the householder, but by a separate electricity generator who lease the space above the roof where the panels are installed). In most cases, when Council officers have contacted householders, they have been very keen to arrange for the panels to be pigeon proofed. Indeed, many had already recognised the problem and have taken steps to resolve this issue. Legislation gives the Council powers to force householders to proof their solar panels by the use of community protection warning letters and notices but a collaborative approach is much preferable.

The Council's presumption was that reducing food sources and removing nesting sites would encourage the pigeons to disperse. Whilst we believe that this is true, it is clear that pigeons will still sit on and around the solar panels that were their previous nesting sites for some time. Certainly, they do not disperse immediately. We have some concerns that some inherent homing instinct (as many of the pigeons may have descended from racing stock) may result in them permanently living in this area.

We have investigated the possibility of using a hawk or falcon to scare the pigeons away. However, research has shown that once the hawk has gone, the pigeons often return.

The Council is also investigating the possibility of trapping pigeons in this area. We have long established powers that accord with the Wildlife and Countryside Act and may be exercised in appropriate circumstances. Finding suitable trapping locations in a housing estate and physically operating a trap in this area will be a significant challenge. Trapping pigeons to reduce their numbers must be viewed as a last resort, after other measures have failed.

The larger, older buildings generally found in town centres often have ledges suitable for pigeon roosting and nesting. The legal responsibility for preventing a nuisance from pigeons perching on buildings lies with the building owner. Many building owners in Retford Town centre, including the Council with respect to the Council's Town Hall, have taken steps to net and otherwise proof their buildings against pigeons. Where problems arise on unprotected buildings, the Council has and will advise building owners on appropriate measures.

In addition, where buildings are dilapidated, Council officers will take action to ensure that they are secured against access by pigeons. This is achieved informally or with the use of appropriate enforcement powers under the Environmental Protection Act.

In conclusion, it would be impossible to remove all pigeons from town centres, both practicably and financially, and it will be necessary to tolerate at least some pigeons. Indeed, many people expect and even enjoy seeing some pigeons. It is a matter of arriving at a reasonable balance. Where the number of town centre pigeons become excessive, and other means of controlling the population, such as removing food sources and roosting sites, prove ineffective, the Council will then consider whether trapping in town centres is necessary and appropriate.”

**From Ben Storey:**

“Can the council please comment on the rumour that a council member for Worksop North is now living in Australia? But this Councillor is still registered as a District Councillor and is receiving an allowance?”

**Reply from Councillor J Naish:**

“The Councillor in question fell ill when spending time abroad visiting their family.

Given the sensitivity of this matter impacting a Councillor’s health and well-being, it was discussed as a confidential item at an Extraordinary Council meeting in August this year.

All required procedures are being followed by the Council.”

**47 Questions by Members**

**From Councillor D Depledge:**

“Middleton Business Hub has received £3.6 million from BDC. Now it has been completed could you furnish us with present figures concerning tenants/rents received and expected projections for the next 12 months.”

**Reply from Councillor J White:**

“A report was presented to Members in January of this year that provided projections on anticipated occupancy and income generation over the forthcoming 5 years. The report outlined that Middleton’s would likely be open in May of this year.

There have been a number of matters arising during the construction that have delayed the opening. Apart from ongoing impacts from the pandemic that has extended timelines on most construction sites, there has been a need to wholly resurface the car park to create a safe and welcoming parking space for new tenants and the installation of whole system infrastructure cabling into a historic building that previously had none has created additional pressures.

It is anticipated that these works will be complete by the end of October and then a move-in date with new occupiers will progress.

As with any new commercial enterprise, there is a transitional period from first opening, becoming established and then leading to full occupation. The January cabinet report detailed a forecast of a 16% occupancy rate this financial year and 70% by the end of 2023/2024. At this time, 4 of the 30 offices have been pre-let (which translates to 13% occupancy). There is a second viewing on another tomorrow and we have three live enquiries, one to take 2 offices and the other 2 are both

interested in the café. So if all are successful 7 out of the 30 (23%) offices will be let, plus the café this financial year.

Can I also highlighted that there is a website established; we are marketing on Rightmove; and the Comms Team are pushing the availability on social media saying that the site is coming soon and to highlight what is available in relation to office space, virtual tenancies, co-working space and meeting rooms now that the end of the construction period is upon us. This will inevitably generate more interest.

As with the majority of new business accommodation, to be able to encourage occupation, there will be an initial period of free support for tenants. As we are aware, both residents and businesses alike are facing a cost of living crisis, we do not want the current financial crisis to deter businesses occupying the premises and it is therefore conceded that the predicted income figure of £58,725 by this financial year end may be difficult to achieve in the first year of commerciality. However, given the positive tenant leads and the ramping up of marketing, once the building is fit to occupy this will soon recover.

It was always known that regenerating a derelict historic town centre building wouldn't be easy, and there would be likely unexpected hic-cups and snares along the way. It is, in my view, a necessity if we are to encourage the much-needed revitalisation of our town centres with positive business growth and support opportunities.

During a very difficult time for businesses to consider opening or expanding, we are pleased with the initial interest and are confident this will develop further over time as this is an innovative offer for Worksop."

**From Councillor L Stanniland:**

"Can the leadership of the council confirm what the current status is of the proposed sale of The Beeches Community Centre in Tuxford? And how they will ensure it is kept for community use if it is sold?"

**Reply from Councillor J Naish:**

"Housing Services have been approached by Tuxford Town Council, enquiring as to whether The Beeches Community Centre ownership could be transferred to themselves, and that if so arrangements would be put in place to allow existing user groups to continue to use the facility.

Housing Services have also been approached by Tuxford Community Events Group, a Community Interest Company with the same enquiry.

At this stage it is understood that the Town Council and the Community Events Group are working on this proposal together, however no form proposal has yet been received.

The Tenant Services Manager has spoken to both Groups, and requested a written proposal on their intention in respect of the ownership and management of the facility, should Bassetlaw District Council be agreeable to this disposal. This proposal is due to be discussed at the next Town Council meeting in October, after which a written proposal will be submitted to Housing Services.

Once this proposal is received the Tenant Services Manager will prepare a report for the next available Cabinet with recommendations for consideration. This is likely to be February 2023 at the earliest.

Transfers of ownership of land and community centres to Parish Councils and Community Groups

have been considered and agreed by Cabinet in the past.

Where these disposals of assets have taken place, they have been at a 'nominal sum' with an overage clause being included in the deeds of sale of a 90% clawback into perpetuity. This would be to ensure that Bassetlaw District Council benefits from any uplift in value of the asset and land if it is disposed of at a future date. Arrangements would also be included in these deeds in respect of what the centre could be used for, subject to any relevant statutory permissions."

**From Councillor A Coultate:**

"Can the Council please provide and update on their discussions regarding the proposed closure of Doncaster/Sheffield Airport?"

Councillor A Coultate commented that the question had been addressed with an email that had been circulated.

**From Councillor A Coultate:**

"Can you also confirm the minutes will reflect/or members will be made aware that during the meeting on the 23rd of June the Constitution was not followed in regards to the amended motion?"

**Reply from Councillor J Naish:**

"I have asked officers to follow up with you directly."

**From Councillor D Depledge:**

"Could you please clarify what proposals are anticipated to increase efficiency in the BDC legal department? And with these also incorporate both Apprenticeships and the new Work Experience regulations too?"

**Reply from Councillor K Dukes:**

"The Legal and Licensing service was recently the subject of a review to create additional capacity in light of rising demands.

Despite being advertised on a number of occasions we have been unable to attract candidates to the two Principal Solicitor roles. You will be aware it is a highly competitive market across all sectors and particularly in local government. We have arrangements with locums to provide cover, this is not ideal but is a necessity. Discussions have taken place with neighbouring authorities and also with consortiums of local authorities providing legal services. These are not a viable option.

- The Head of Service, Council Solicitor and Principal Solicitor (Licensing and Regulatory) have put in place a plan to make improvements. This includes:
- Reviewing the two vacant Solicitor job descriptions to try and attract candidates, this needs to take account of our job evaluation framework
- They have recently recruited new administrative staff, and they are to receive training to enable greater support across legal and licensing functions to be offered.
- Externalisation of certain tasks.

Your question also refers to use of apprenticeships and work placements.

The service has a longstanding arrangement with Sheffield Hallam University, taking an undergraduate placement every year. We have an apprentice role in licensing and have also taken a placement from the DWP 'Kick Start ' programme. The Principal Solicitor (Licensing and Regulatory) has met with Nottingham Trent University to collate information about Solicitor Apprentices. The managers are very keen to offer opportunities to young people but of course it does take up scarce time with limited capacity, to supervise such places so we are limited on what we can offer.

This demonstrates that there are a range of initiatives in place or considered to address the challenges as a small authority with rising demand”.

**Supplementary question from Councillor D Depledge:**

“Will you also be using CILEX students?”

**Reply from Councillor K Dukes:**

“I will refer to the Solicitor and get back to you.”

**From Councillor G Bowers:**

“Can the leader of the council share with us his list of top priorities during the next six months? What does he consider to be the main challenges for Bassetlaw District Council during this period?”

**Reply from Councillor J Naish:**

In addition to referring Cllr Bowers to the statement I made earlier, I note that the Council's priorities for the period 2019 to 2023 are reflected in the Corporate Plan which was brought to Council and approved in 2019, and my Labour Group colleagues and I remain focused on delivering this agenda. The Council's published forward plan shows when various papers will be brought to Cabinet, Council and other committees for consideration, and Council officers will happily advise members if this process needs further explanation.

In addition to the forward plan which includes papers on the development of a Tenant Engagement and Involvement strategy, on the Levelling-Up Bid, on the UK Shared Prosperity Fund and on improvements to some of the Council's service models among other items, there is a short-term need to tackle the cost-of-living crisis which is impacting residents and businesses across the District.

A series of measures have already been taken including setting aside over £200,000 to – among other things – create additional Money Advisor capacity, establish a Hardship Fund, support a mobile outreach programme by Bassetlaw Food Bank and strength the Tenancy Support team.

Given the importance of this item, I have asked for regular meetings on all cost-of-living initiatives moving forwards. All Council members will be updated via email and in-person briefings over the coming weeks so we can collectively ensure that the Council is aligned on its District-wide response; and I have asked officers to consider a second wave of measures in advance of our next Council meeting, by which point we will have a much clearer picture about the wider impact on Bassetlaw residents and businesses and the measures being taken by Central Government.

We all know that this isn't an easy time for households and businesses across the District – and while the Council cannot help via subsidising energy bills, day-to-day food costs or other items directly, we will make sure that we are supporting residents and businesses where we can.

Since being elected as Labour Group Leader, as Councillor Bowers knows, I have had individual meetings with all three Group leaders. Ensuring we are supporting and respecting one another as elected officials, regardless of our political affiliation, is a key priority for me, as is understanding how I can help everybody deliver more effectively for their wards.

On this basis, I will be sending all Councillors details of how to directly set-up meetings with me when needed, an option that will also be extended to Council officers. I will also be tabling motions from the next Council meeting onwards to help create a more transparent and effective working environment for both members and officers, and I hope that we can collectively debate and agree such proposals in a healthy and constructive manner moving forwards.

Other meetings attended since I was elected Labour Group Leader include:

- Several meetings on the future of Doncaster Sheffield Airport as already indicated;
- On the financial pressures facing the Council as a result of the rising cost-of-living which will impact our staffing, housing maintenance and other service costs – and is likely to lead to difficult decisions over the next few months;
- On flood alleviation schemes being designed by the Environment Agency for Retford and Worksop;
- With both EDF and EIG about their future plans for the power station sites in East Bassetlaw;
- On the development of the Local Area Energy Plan for Bassetlaw which was approved by this Council in December 2021;
- On proposed changes to the Council's constitution and associated members' Code of Conduct;
- And on redevelopment proposals for key strategic sites around the District.

The Council has also recently written to the new Secretary of State for Business, Energy and Industrial Strategy to reaffirm its commitment to the STEP nuclear fusion project coming to Bassetlaw, and I am in dialogue with the UK Atomic Energy Authority about the West Burton Residents' Planning Group – founded by myself with Councillor Coultate's support – visiting the UKAEA's Oxfordshire site in November following the community workshops in May this year which several members attended. This proposal for a site visit has been welcomed by the UKAEA which is encouraging.

All these meetings and actions link back to priorities stated in the Corporate Plan of 2019 to 2023, and members can be assured that I will continue to channel time, effort and resources into realising this vision which was approved by this Council in 2019."

**Supplementary question from Councillor G Bowers:**

"Can you confirm that you have discussed priorities with the Deputy Leader and Labour Group and can you give assurance that you will focus on Bassetlaw."

**Reply from Councillor J Naish:**

"I can confirm that priorities have been discussed with the Deputy Leader and the wider Labour Group. All matters impacting Bassetlaw will be looked at, but my focus will be on doing as much for Bassetlaw directly as we can."

**From Councillor G Bowers:**

“Can the leader of the Council please provide us with an update on the number of households in Bassetlaw yet to receive the Government £150 Energy Rebate? What measures are being taken to ensure that the maximum number of households receive this payment?”

**Reply from Councillor K Dukes:**

“As of Tuesday, 356 residents have not responded to the first and second letter or had their bank details fail. These will be checked again and if there is no response by Monday next week, those who are liable for Council Tax will have their accounts credited. We have started making payments for the discretionary scheme which ends in November.”

(Councillor C Plevin left the meeting)

**48 Referrals**

**48a Audit & Risk Scrutiny Committee – 21st July 2022 –Minute No.62(f) – Local Code of Corporate Governance 2022/23**

**Resolved** that the updated Local Code of Corporate Governance for 2022/23 be approved and procedures as set out in the report be implemented.

**48b Overview and Scrutiny Committee - 28th July 2022 - Minute No.22(b) - Draft Overview and Scrutiny Annual Report 2020/21**

**Resolved** that the Overview and Scrutiny Draft Annual Report be approved.

**48c Licensing Committee- 27th July 2022 - Minute No. 13(c) - Hackney Carriage & Private Hire Fitness and Conviction Policy Review**

**Resolved** that:

1. The amendments to paragraph 5.38 of the Policy that deals with Major Traffic Offences, to read in cases of disqualification after the restoration of the DVLA Licence at least 3 years free from conviction should elapse before an applicant is granted a licence be agreed.
2. Paragraph 5.41 be kept and T99 be removed from the list of Major Traffic Offences.
3. The amendments be approved.

**49 Any Other Business Which the Chairman Considers to be Urgent**

There was no other urgent business, the Chairman closed the meeting and thanked everyone for their attendance.

(Meeting closed at 7.51 pm.)

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## **Council**

### **Minutes of the Meeting held on Thursday, 27th October, 2022 at The Ballroom, Retford Town Hall, DN22 6DB**

Present: Councillor M Richardson (Chairman)

#### Councillors:

G Freeman (Vice-Chairman)  
H M Brand  
A Coultate  
J Evans  
M Introna  
D J Merryweather  
G A N Oxby  
J Potts  
A Rhodes  
J M Sanger MBE  
L Stanniland  
R J Tomlinson  
J White

J Bowker  
G Clarkson  
K Dukes  
K M Greaves  
J A Leigh  
J Naish  
D G Pidwell  
D R Pressley  
N J Sanders  
J C Shephard  
H L Tamblyn-Saville  
C Troop

Officers in attendance: D Armiger, D Hill, C Hopkinson and S Wormald.

(The meeting opened at 6.30 pm.)

#### **50 Apologies**

Apologies for absence were received from Councillors J R Anderson, G Bowers, D Challinor, T P Eaton BCA, S Fielding, S A Greaves, J C Plevin, M W Quigley MBE, L Schuller, S Scotthorne, S E Shaw, B Sofflet and C Tindle.

#### **51 Declarations**

Councillor A Rhodes declared a non-pecuniary interest in Agenda Item No.3(b), Adoption of a New Model Code of Conduct for Members. He remained in the meeting.

### **Section A - Items for Discussion in Public**

#### **Key Decisions**

None.

#### **Other Decisions**

#### **52 Report(s) of the Monitoring Officer**

##### **52a Constitution Review**

Members were presented with a report which gave an update on progress of the Constitution review. The report sought approval of the proposed amendments to Part 5 of the Constitution.

Councillors J Naish, M Introna, H Brand and H Tamblyn-Saville spoke to the report.

Members thanked officers and Members involved in the review.

**Resolved that:**

1. The progress of the Constitution review be noted.
2. The proposed amendments to Part 5 of the Constitution be agreed.
3. The amendment to Part 4 of the Constitution to change the job title of HR Services Manager to Head of People and Culture be agreed.

### **52b Adoption of a New Model Code of Conduct for Members**

Members were presented with the Local Government Association's (LGA) new Model Code of Conduct. The report asked Members to consider adopting the new Code of Conduct, as recommended by the Audit and Risk Scrutiny Committee.

Councillors H M Brand and J Naish spoke to the report.

**Resolved that:**

1. The LGA's Model Member Code of Conduct be adopted with immediate effect;
2. The Monitoring Officer be given delegated powers to grant dispensations to Members on the grounds set out in paragraphs 3.5 to 3.8 of the report and that the Audit Committee's Terms of Reference be amended accordingly.
3. It be agreed that consequential changes to the Council Constitution arising from the adoption of the revised Code of Conduct can be made by the Monitoring Officer.

### **Section B - Items for Discussion in Private**

#### **Key Decisions**

None.

#### **Other Decisions**

None.

### **53 Any Other Business Which the Chairman Considers to be Urgent**

As there was no other business to discuss, the Chairman closed the meeting.

(Meeting closed at 6.50 pm.)

Motions to Full Council Action and Implementation – 8<sup>th</sup> December 2022

Meeting Date	Proposed/seconded by Cllr(s)	Motion as submitted	Amended Y/N	Resolution	Final Motion	Action following the meeting
3.3.22	S Greaves J White	<p>“This Council:</p> <p>1. Believes that to improve wealth, raise aspirations, opportunities, and skills the whole District must share the benefits of the Governments Levelling Up agenda.</p> <p>2. Welcomes the recent Council-led investment in The Bridge Skills Hub, Middletons and the Canch and sees that it is essential that we now work with the community and the Member of Parliament to develop and submit a visionary and transformational Levelling Up funding bid for Worksop town centre.</p> <p>3. Recognises that Retford has similar investment and regeneration needs and work should begin immediately on developing a strategy for the future of Retford Town Hall so it can meet its full potential and</p>	N	Resolved that the motion be supported.	As submitted.	

Meeting Date	Proposed/seconded by Cllr(s)	Motion as submitted	Amended Y/N	Resolution	Final Motion	Action following the meeting
		<p>become a central hub for the community.</p> <p>4.Welcomes the UKAEA's shortlisting of West Burton as a potential base for the STEP nuclear fusion project and believes that this will be lever for much needed investment in our rural communities, strengthening community cohesiveness and promoting economic development.</p> <p>5.Recognises that new employment sites in Harworth, Retford and Worksop alongside the emerging sites at Snape Lane, Harworth and Gamston Airport are providing a wide range of new employment opportunities for local people.</p> <p>This Council therefore, reaffirms its ambition to achieve a 'step change' in the District's economy alongside its strong commitments to retain employment locally, to provide opportunities for</p>				

Meeting Date	Proposed/seconded by Cllr(s)	Motion as submitted	Amended Y/N	Resolution	Final Motion	Action following the meeting
		better paid, higher skilled jobs and to increase productivity.”				
3.3.22	J Leigh N Sanders	<p>On the anniversary of the abduction and death of Sarah Everard, Bassetlaw District Council is greatly concerned that</p> <p>Bassetlaw District Council is greatly concerned that</p> <ol style="list-style-type: none"> <li>1. Between two and three women a week in England and Wales are murdered by a current or former partner</li> <li>2. The Office for National Statistics figures show that almost one in three women aged 16-59 will experience domestic abuse in their lifetime;</li> <li>3. Over half a million women are raped or sexually assaulted each year;</li> <li>4. A YouGov poll shows that a third of girls have experienced sexual harassment in schools.</li> <li>5. A recent survey of 108 children in Bassetlaw</li> </ol>	N	Resolved that the motion be supported.	As submitted	<p><b>Stand by Her Training</b></p> <p><b>Male Councillor Training</b></p> <p>Took place on 21<sup>st</sup> November</p> <p><b>Future Action:</b> Womens safety charter alongside the Councillor training.</p>

Meeting Date	Proposed/seconded by Cllr(s)	Motion as submitted	Amended Y/N	Resolution	Final Motion	Action following the meeting
		<p>Primary Schools revealed that half of the children had heard about sexual violence and harassment, one third had heard of misogyny. The majority felt less safe in the evenings when areas were unlit.</p> <p>6.The global pandemic has led to more women and girls being vulnerable to domestic abuse and that during the initial three months of the first national lockdown there was an 80% increase in calls to the National Domestic Abuse Hotline.</p> <p>7.The All Party Parliamentary Group for United Nations women states that 71% of women of any age have experienced harassment in public places.</p> <p>This Council believes that male violence against women and girls can never be condoned and Bassetlaw District Council should do everything in its</p>				

Meeting Date	Proposed/seconded by Cllr(s)	Motion as submitted	Amended Y/N	Resolution	Final Motion	Action following the meeting
		<p>power to ensure women and girls are safe.</p> <p>As part of this, in an effort to help to change the culture which leads to this kind of violence, Bassetlaw District Council resolves to:</p> <ul style="list-style-type: none"> <li>•Encourage all male Councillors to take the White Ribbon pledge - never to take part in, condone or stay silent about violence against women.</li> <li>•Encourage all male councillors and all Bassetlaw District Council staff to undertake Stand By Her Training.</li> <li>•Achieve DAHA (Domestic Abuse Housing Alliance) accreditation.</li> <li>•Develop a women and girls safety charter.”</li> </ul>				
23.6.22	Proposed by Councillor G Bowers and seconded by Councillor M Quigley MBE	“This Council records a vote of thanks and a show of appreciation to all the Parish Councils and volunteer organisations in Bassetlaw District for their	Y	<b>Resolved</b> that the amended motion be supported.	“This Council records a vote of thanks and a show of appreciation to all the Councils, businesses and volunteer organisations in	

Meeting Date	Proposed/seconded by Cllr(s)	Motion as submitted	Amended Y/N	Resolution	Final Motion	Action following the meeting
		outstanding efforts in preparing and managing so many successful events to celebrate HM The Queens Platinum Jubilee celebrations. Our parish councillors and volunteer organisations are a credit to the residents of Bassetlaw.”			Bassetlaw District for their outstanding efforts in preparing and managing so many successful events to celebrate HM The Queens Platinum Jubilee celebrations. Our councillors, businesses and volunteer organisations are a credit to the residents of Bassetlaw.”	
23.6.22	Proposed by Councillor C Tindle and seconded by Councillor S Shaw	“The Council notes that in the past there have been Freedom of the District, Freedom of the Town or Honorary Alderman awards given to individuals to recognise sporting achievements. For example, Lee Westwood. The Council also notes that there are currently many individuals who have lived in Bassetlaw and have	N	<b>Resolved</b> that the motion be supported.		A new award will be introduced to the annual Achievers Awards to recognise the achievement and dedication of a Bassetlaw resident to sport for the benefit of the residents of Bassetlaw.  In addition Liam Palmer will be invited

Meeting Date	Proposed/seconded by Cllr(s)	Motion as submitted	Amended Y/N	Resolution	Final Motion	Action following the meeting
		<p>achieved at a local, national, and international level who have contributed to building the foundation for sporting achievement for the youth of Bassetlaw to aspire too.</p> <p>The council recognises the achievements of Liam Palmer of SWFC and wishes to award him in the coming months by arranging to acknowledge his work at full council.</p> <p>The council agrees that following this award then an annual sports award be presented by Bassetlaw District Council at an appropriate Council meeting.”</p>				to a Council meeting to receive an award in recognition of his sporting achievements.
22.9.22	Proposed by Councillor M Richardson and seconded by Councillor G Freeman	“This Council sadly notes the death of Her Majesty Queen Elizabeth II who, for 70 years, has faithfully served our nation. It recognises the dutiful way in which she upheld her coronation oath and acknowledges the personal sacrifices that she had to wholeheartedly service the United Kingdom and the	N	Resolved that the motion be supported.	As submitted	

Meeting Date	Proposed/seconded by Cllr(s)	Motion as submitted	Amended Y/N	Resolution	Final Motion	Action following the meeting
		Commonwealth. This Council wishes to express its gratitude for her kind, gentle and humble leadership, as well as its deep sorrow at her passing; and resolves to promote her legacy as a model public servant.”				
22.9.22	Proposed by Councillor M Richardson and seconded by Councillor G Freeman	“In recognition of the life and death of Her Majesty Queen Elizabeth II, this Council resolves to establish a cross-party taskforce to identify meaningful ways across the District to acknowledge her life of public service. This taskforce will meet for the first time within the next two weeks, with recommendations being made to Cabinet within 12 weeks of the first meeting. It will comprise of no fewer than eight non-Cabinet Members with at least one representative from all political parties and at least one representative from Worksop, Retford, Harworth and Bircotes, Tuxford and rural	N	Resolved that the motion be supported.	As submitted	Working Group held on 10 <sup>th</sup> November. Next meeting scheduled for 7 <sup>th</sup> December.

Meeting Date	Proposed/seconded by Cllr(s)	Motion as submitted	Amended Y/N	Resolution	Final Motion	Action following the meeting
		Bassetlaw, the Taskforce will be chaired by the Chairman of Bassetlaw District Council.				

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**Bassetlaw District Council**

**Council**

**8<sup>th</sup> December 2022**

**Report of the Assistant Chief Executive**

**Appointments to Council Committees 2022/23 Municipal Year**

Cabinet Member: Strategy, Policy and  
Communications  
Contact: Cara Hopkinson

**1. Public Interest Test**

The author of this report, Cara Hopkinson, has determined that the report is not confidential.

**2. Purpose of the Report**

To consider Member nominations to replace Councillor J Naish on the Audit and Risk Scrutiny Committee. To advise Members of revisions to the Councillors appointed to Council Committees for the remainder of the 2022/23 municipal year.

**3. Background and Discussion**

3.1 At the full Council meeting on 22<sup>nd</sup> September 2022 Councillor J Naish was appointed as the new Leader of the Council. It was resolved that nominations from Members come forward to replace the new Leader on any Committees upon which the Leader will no longer sit.

3.2 Subsequently Councillor J Shephard has been nominated to replace Councillor J Naish on Audit and Risk Scrutiny Committee for the remainder of the 2022/23 municipal year.

3.3 Following the resignation of Cllr Bowers from the Conservative Group, he will now sit as an Independent Member. Following the resignation of Cllr Depledge, a by-election was held for the Sutton Ward and Cllr Darrell Pulk, the Labour Party candidate, was elected. As a result of both of those changes the Political balance on the Council has changed slightly, which impacts upon seats on two Council committees.

Conservative group lose one seat on Audit & Risk Scrutiny Committee. As Independent Member, Cllr Bowers is entitled a seat on one committee and can take up the vacant seat on Audit & Risk Scrutiny Committee.

Conservative group lose one seat on Licensing Committee and Labour gain one seat on that committee.

Conservative group retain seats on Appointments Committee, Chief Officers' Investigating Committee and Introductory Tenancies Appeal Board. Conservative group will nominate a replacement(s) for Cllr Bowers on each of those committees.

#### **4. Implications**

- a) For service users  
None.
- b) Strategic & Policy  
None.
- c) Financial - Ref: 23/647
- d) Legal – Ref: 186/12/2022
- e) Human Resources
- f) Climate change, Environmental  
None.
- g) Community Safety, Equality and Diversity  
None.
- h) GDPR  
None.
- i) Whether this is a key decision, and if so the reference number.  
No.

#### **5. Options, Risks and Reasons for Recommendations**

- 5.1 That Councillor J Shephard be appointed to replace Councillor J Naish on the Audit and Risk Scrutiny Committee for the remainder of the 2022/23 municipal year.

#### **6. Recommendations**

- 6.1 That Councillor J Shephard be appointed to replace Councillor J Naish on the Audit and Risk Scrutiny Committee for the remainder of the 2022/23 municipal year.
- 6.2 That Members approve the proposed amendments to representatives on Council committees for the remainder of the 2022/23 municipal year.

**Background Papers**

**Location**

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**Bassetlaw District Council**

**Council**

**8 December 2022**

**Report of the Head of Regeneration**

**Neighbourhood Planning: Request to replace Sturton Ward Neighbourhood Area with three new neighbourhood areas (North and South Wheatley, North Leverton with Hablesthorpe, and Sturton le Steeple, Bole, and West Burton)**

Cabinet Member: Regeneration

Contact: Beverley Alderton-Sambrook

**1. Public Interest Test**

The author of this report, Beverley Alderton-Sambrook, has determined that the contents are not confidential.

**2. Purpose of the Report**

- 1.1 This report seeks Council approval to replace the existing Sturton Ward Neighbourhood Area with three new neighbourhood areas, namely North and South Wheatley, North Leverton with Hablesthorpe, and Sturton le Steeple, Bole, and West Burton. Designation as a neighbourhood area provides the respective town or parish council (or neighbourhood forum, where relevant) powers to produce a neighbourhood plan, as defined in the Neighbourhood Planning (General) Regulations 2012 (as amended).
- 1.2 During the week of the 10 October 2022, the District Council received designation request letters from each of the three areas in question. Following six weeks of public consultation on the applications, the District Council must now decide how to respond.

**3. Background**

- 1.1 The Localism Act 2011 makes provision for communities to develop a shared vision for their neighbourhood, expressed in the form of a neighbourhood plan. The statutory land use policies contained within a neighbourhood plan should be in general conformity with the strategic policies in the development plan for the wider local area, but offer the scope to reflect local distinctiveness and support area-specific aspirations. Neighbourhood plans have the ability to promote more development in an area than that set out by the District Council (but cannot be used to block development proposals already set out in higher level plans) and can, for

- example, identify where new development should go and how it should be designed.
- 1.2 Proposals must be consulted upon extensively, undergo independent examination and then be put to a local referendum before they can be adopted as part of the statutory development plan for the District.
  - 1.3 Once ‘made’, a neighbourhood plan forms part of the development plan and sits alongside the Bassetlaw Core Strategy and Development Management Policies Development Plan Document (DPD). Decisions on planning applications will be made using the relevant neighbourhood plan, the Core Strategy DPD, the National Planning Policy Framework (NPPF), and any other material considerations.
  - 1.4 The first formal stages of developing a neighbourhood plan concern designation of the area that will be covered by the plan, known as the ‘neighbourhood area’, and identification of the organisation that will be responsible for the development of the plan, known as the ‘qualifying body’.
  - 1.5 The geography of a designated neighbourhood area can be modified over time, subject to formal application, and approval by the District Council, as is the case with the applications addressed by this report. A change to a designated neighbourhood area does not change the status of any pre-existing adopted neighbourhood plan. Such plans will gradually be superseded once the new qualifying body engages in producing a new neighbourhood plan, with planning weight afforded incrementally to the new plan, reaching full weight subject to a successful referendum result.
  - 1.6 The District Council, as Local Planning Authority, has a statutory duty to provide advice or assistance to a qualifying body that is producing a neighbourhood plan. In addition, the District Council has a statutory duty to act at certain stages of the neighbourhood plan development process, and to do so in accordance with specified timescales; this includes the designation and modification of neighbourhood areas and their respective qualifying bodies.

#### **4. Discussion**

- 1.3 The existing Sturton Ward Neighbourhood Area was designated by Bassetlaw District Council on 4 April 2012, permitting the development of a neighbourhood plan. The Neighbourhood Area covers the whole of the electoral ward, including the parishes of North and South Wheatley, Bole, West Burton, Sturton le Steeple, and North Leverton with Habbleshthorpe.
- 1.4 The initial Sturton Ward Neighbourhood Plan was developed between 2012 and 2015, and was adopted by the District Council following a successful referendum on 11 February 2016.
- 1.5 In 2018, work commenced on a review of the Neighbourhood Plan, to include an updated and enhanced evidence base, the inclusion of site-specific housing allocations, and new green space designations, amongst other changes. The reviewed Neighbourhood Plan was adopted by the District Council on 11 November 2021 following a successful referendum.
- 1.6 The process of reviewing the Neighbourhood Plan was a significant undertaking. The differing situations, needs, and available volunteers from the constituent parishes was noted during the process. This was addressed specifically during a “lessons learned” session held following the referendum, when the potential for sub-dividing the Neighbourhood Area for future iterations of the Neighbourhood Plan was discussed. Through further discussion, involving the respective parish councils, members of the former Neighbourhood Plan Steering Group, and the District Council’s Neighbourhood Planning Team, three options for sub-division of the

Neighbourhood Area were considered. This process led to identification of a preferred option, comprising three new neighbourhood areas, which was jointly-agreed by the respective parish councils.

- 1.7 Through discussions with the District Council's Neighbourhood Planning Team, it was agreed that it would be most effective for all three applications to be lodged, and thereby considered, at the same time. This would allow the proposal for replacing the existing Sturton Ward Neighbourhood Area to be seen and considered as a whole, rather than incrementally.
- 1.8 The reviewed Sturton Ward Neighbourhood Plan was adopted only a year ago, hence it may be some time before the need for its replacement emerges. Equally, the impetus for this may vary between the three new neighbourhood areas. Seeking the new designations now accordingly means that the arrangements are in place and ready as required.
- 1.9 Formal letters of application to designate the newly-proposed neighbourhood areas were received by the District Council during the week of the 10 October 2022. The geographical extent of the proposals is outlined on the map at Appendix 1, with the specific details of the proposed neighbourhood areas as follows:
  - North and South Wheatley Neighbourhood Area, matching the extent of the Parish, with North and South Wheatley Parish Council as the qualifying body (see Appendix 2).
  - North Leverton with Hablesthorpe Neighbourhood Area, matching the extent of the Parish, with North Leverton with Hablesthorpe Parish Council as the qualifying body (see Appendix 3).
  - Sturton le Steeple, Bole, and West Burton Neighbourhood Area, matching the extent of the three parishes combined, with Sturton le Steeple Parish Council acting as the qualifying body (see Appendix 4).
- 1.10 The three designation requests were checked and confirmed as according with the requirements of Regulation 5 of the Neighbourhood Planning (General) Regulations 2012 (as amended).
- 1.11 The application for the Sturton le Steeple, Bole, and West Burton Neighbourhood Area concerns a multi-parished area; hence, a minimum of six weeks of public consultation on the proposal was required before it could be considered by the District Council, in accordance with Regulation 6 of the above.
- 1.12 The applications for North and South Wheatley and North Leverton with Hablesthorpe concern single-parish areas. Regulation 5A of the Neighbourhood Planning (General) Regulations 2012 (as amended) states that public consultation on such applications is not required, and that the local planning authority must designate them. However, this does not factor-in the specifics of the situation in question, namely that these requests form part of a proposal to replace an existing designated neighbourhood area. It was accordingly decided, in the interests of clarity, that all three applications would be publicised and consulted on collectively, allowing the proposed new configuration, and its implications, to be appreciated as a whole.
- 1.13 Consultation on the three applications was undertaken concurrently for a period of six weeks, commencing on Friday 14 October and concluding on Thursday 24 November 2022. All documents were made available via the District Council's website, and publicised by means of ten public notices within the proposed extension area, and a formal notice in the Retford Times newspaper. The information was also made available in non-digital format on request. No responses were received during the consultation period.

- 1.14 In determining the applications, officers factored-in the lack of consultation responses received, the direction of the regulations to approve applications for single-parish neighbourhood areas, and the rationale provided for the proposed new joint neighbourhood area.
- 1.15 In respect to the two single-parish area proposals (North and South Wheatley, and North Leverton with Hablesthorpe), the evidence and legislative context clearly supports a recommendation to approve.
- 1.16 In respect to the proposed joint neighbourhood area (Sturton le Steeple, Bole, and West Burton), the evidence also supports a recommendation to approve. The lack of parish councils or functioning parish meetings for Bole and West Burton parishes, and the limited number of dwellings in the area, would make the development of their own neighbourhood plans, unlikely or challenging. The proposed association with Sturton le Steeple Parish, and administration by Sturton le Steeple Parish Council, accordingly makes good practical sense. Moreover, the spatial configuration of the parishes means that there is congruence in the themes that could be addressed by a neighbourhood plan, including their relationship to future development opportunities at West Burton.
- 1.17 On balance, officers concluded that the proposals for replacing the existing Sturton Ward Neighbourhood Area with three new neighbourhood areas are practically and legislatively appropriate, will sustain the positive tradition of community-led planning in the local area, and did not meet with opposition during the consultation period

## **5. Implications**

### **a) For service users**

A Council decision on this matter will give greater comfort to the three proposed qualifying bodies that their endeavours have Member support.

### **b) Strategic & Policy**

The requested designations and subsequent progression through the neighbourhood plan development process will assist in delivering the District Council's corporate growth strategy, as required by the hierarchical Local Plan. The designations will support the Council's ethos of empowering communities to understand and manage their own spatial arrangement and distribution of growth, with a key focus on locally-specific matters. The designation of the neighbourhood area is the first stage of that process.

### **c) Financial - Ref: 23/3**

There are no immediate financial implications arising from the report. Local authorities have a legal obligation to assist parish/town councils and neighbourhood forums to prepare neighbourhood plans (the level of assistance being at the discretion of the District Council). Any costs to-date have been funded from the Neighbourhood Planning budget (grants awarded to the District Council from Central Government to support neighbourhood planning). Any future budget implications will be identified through further reports to be brought to Cabinet as necessary. The respective parish councils will be able to apply for grant funding from Central Government to support their work once designated.

- c) Legal – Ref: 182/12/2022

The report details statutory processes as set out in the Neighbourhood Planning (General) Regulations 2012 (as amended 2016), and clarifies how the proposals accord with the requirements, and what is expected of the Council in response.

- e) Human Resources

There are no human resource implications arising from this report.

- f) Climate change, Environmental

There are no climate change or environmental implications arising from this report.

- g) Community Safety, Equality and Diversity - EIA Ref: NP-NNA-1122

There are no community safety implications arising from this report.

A completed Equality Impact Assessment Screening report is included as Appendix 5, identifying no negative implications arising from this report, and positive outcomes in respect to impact on socio-economic factors, the provision of legislative clarity, and the facilitation of local democracy.

- h) GDPR

There are no GDPR implications arising from this report.

- i) Whether this is a key decision, and if so the reference number.

This is not a key decision.

## **6. Options, Risks and Reasons for Recommendations**

- 1.1 There are two options available to Council.

- 1.2 Option 1 - Approve the replacement of the existing Sturton Ward Neighbourhood Area with the three proposed neighbourhood area designations.

There are no obvious risks associated with this proposal. Approval will allow the respective parish councils to progress with developing new neighbourhood plans as and when appropriate. The existing Sturton Ward Neighbourhood Plan will remain valid until plans for the new neighbourhood areas are developed, or otherwise superseded by District or National policy. In addition, approval of the proposed North and South Wheatley and North Leverton with Habbleshorpe neighbourhood areas will ensure that the District Council fulfils its statutory obligations under Regulation 5A of the Neighbourhood Planning (General) Regulations 2012 (as amended 2016).

- 1.3 Option 2 - Reject the proposed new neighbourhood area designations and retain the

existing Sturton Ward Neighbourhood Area.

The existing neighbourhood area geography in Sturton Ward would be maintained. Although not preventing further neighbourhood plan development work from being undertaken, this configuration would be contrary to the wishes of the local community, and may discourage future involvement in community-led planning. Moreover, this option would result in the District Council not fulfilling its statutory obligations in respect to Regulation 5A of the Neighbourhood Planning (General) Regulations 2012 (as amended).

## 7. Recommendations

- 1.1 It is recommended that Council approves the replacement of the existing Sturton Ward Neighbourhood Area with the three proposed neighbourhood areas, as set out at 6.2 above.
- 1.2 Subject to the above, and in order to comply with Regulation 7 Neighbourhood Planning (General) Regulations 2012 (as amended), the successful proposals should be documented on the Council's website, including maps of the new neighbourhood area boundaries. In addition, the District Council's Neighbourhood Planning Team should contact the three parish councils to inform them of the decisions on their applications, and to offer ongoing support with the development of future neighbourhood plans.

### Background Papers

### Location

Appendix 1: Map of proposals

Attached

Appendix 2: Designation request – North and South Wheatley

Attached

Appendix 3: Designation Request – North Leverton with Habblesthorpe

Attached

Appendix 4: Designation Request – Sturton-le-Steeple, Bole, and West Burton

Attached

Appendix 5: Equality Impact Assessment Screening

Attached

Electronic copies of all documents submitted to the District Council, including the Neighbourhood Plan, are available from the District Council's website:

<https://www.bassetlaw.gov.uk/planning-and-building/planning-services/neighbourhood-plans/all-neighbourhood-plans/sturton-ward-neighbourhood-plan/>



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## Appendix 2: Designation request - North and South Wheatley

North & South Wheatley Parish Council  
The Old Milking Parlour  
South Leverton  
Notts  
DN22 0BU

11<sup>th</sup> October 2022

Dear Will,

### NEIGHBOURHOOD AREA DESIGNATION REQUEST: NORTH AND SOUTH WHEATLEY PARISH

Thank you for your support in progressing the recent revision of Sturton Ward's Neighbourhood Plan which was approved in a referendum on 11<sup>th</sup> November 2021. This Neighbourhood Plan covers the whole of Sturton Ward, including five parishes, with North and South Wheatley Parish Council acting as the qualifying body.

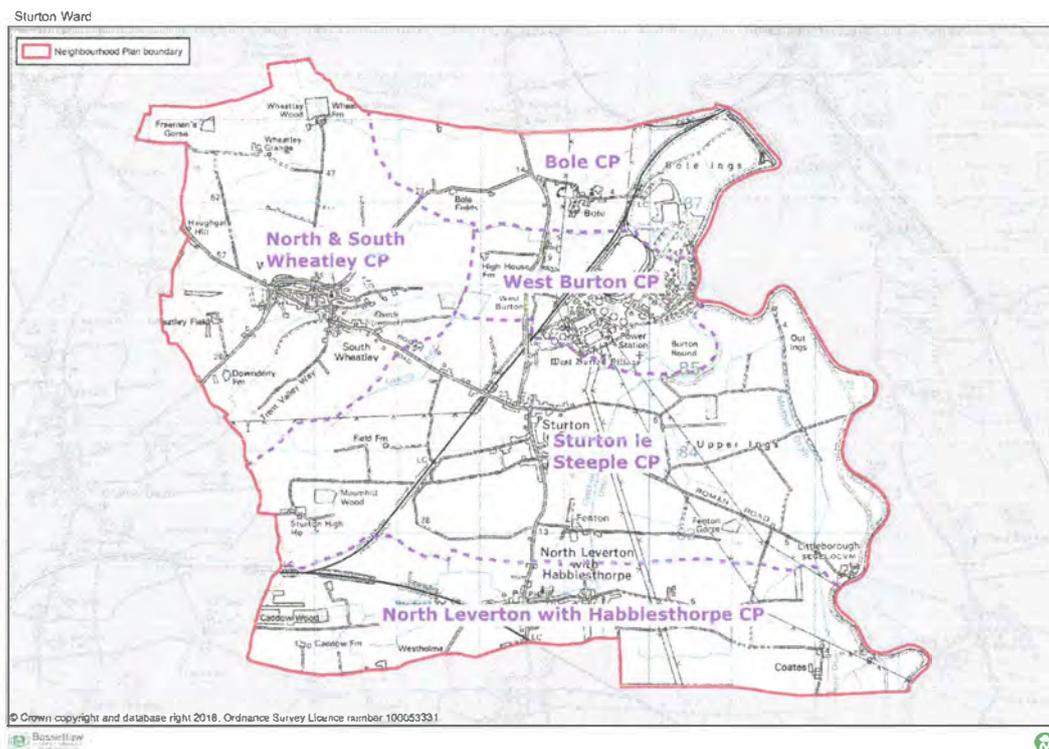


Figure 1: The current Sturton Ward Neighbourhood Area

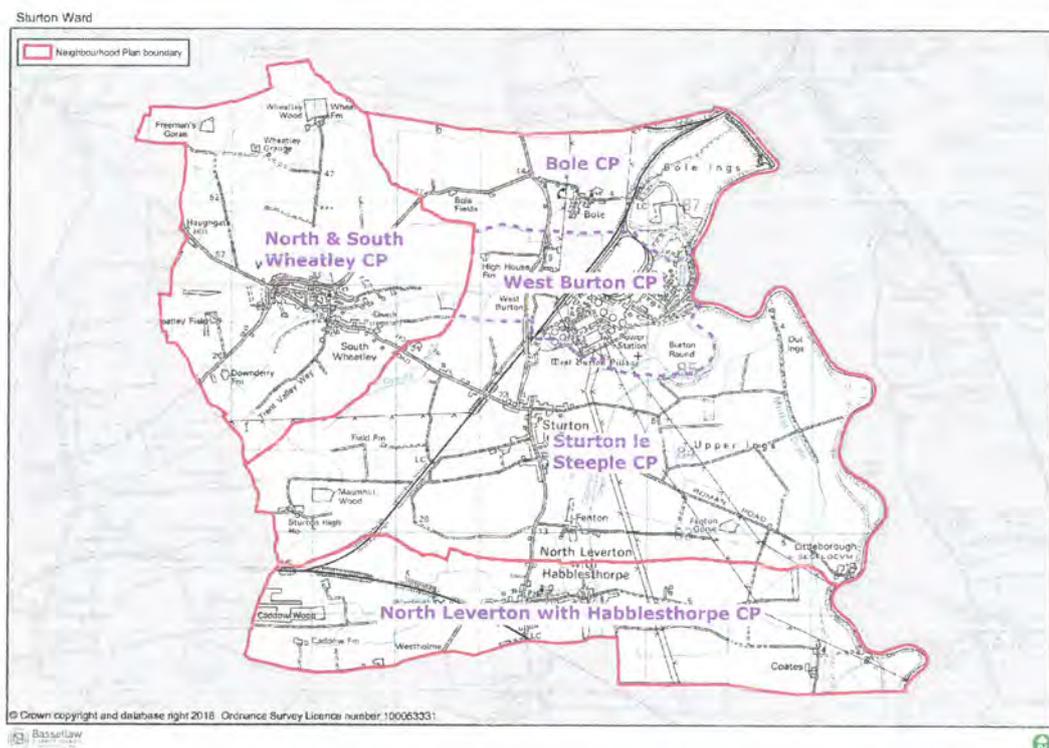
Between 2018 and 2021, as part of the revised Neighbourhood Plan, over 50 site allocations were considered across four villages (Bole, North Leverton with Hablesthorpe, North & South Wheatley and Sturton Le Steeple). This took considerable time and effort with some villages able to move quicker than others for a range of reasons (for example, the number of Neighbourhood Plan volunteers, the number of sites to consider and the challenge trying to meet ambitious target housing allocations).

Given it took c.3 years in total to complete the revised Neighbourhood Plan, there is an argument to reduce the size of the Designated Area for future iterations of the Neighbourhood Plan. This was recommended by the Sturton Ward Neighbourhood Plan Steering Group as part of its "lessons learned" session following the referendum in November 2021.

As a result, in early 2022, North Leverton with Hablesthorpe, North & South Wheatley and Sturton Le Steeple Parish Councils individually discussed the future shape of Sturton Ward's Neighbourhood Plan. All three Parish Councils agreed to the following option:

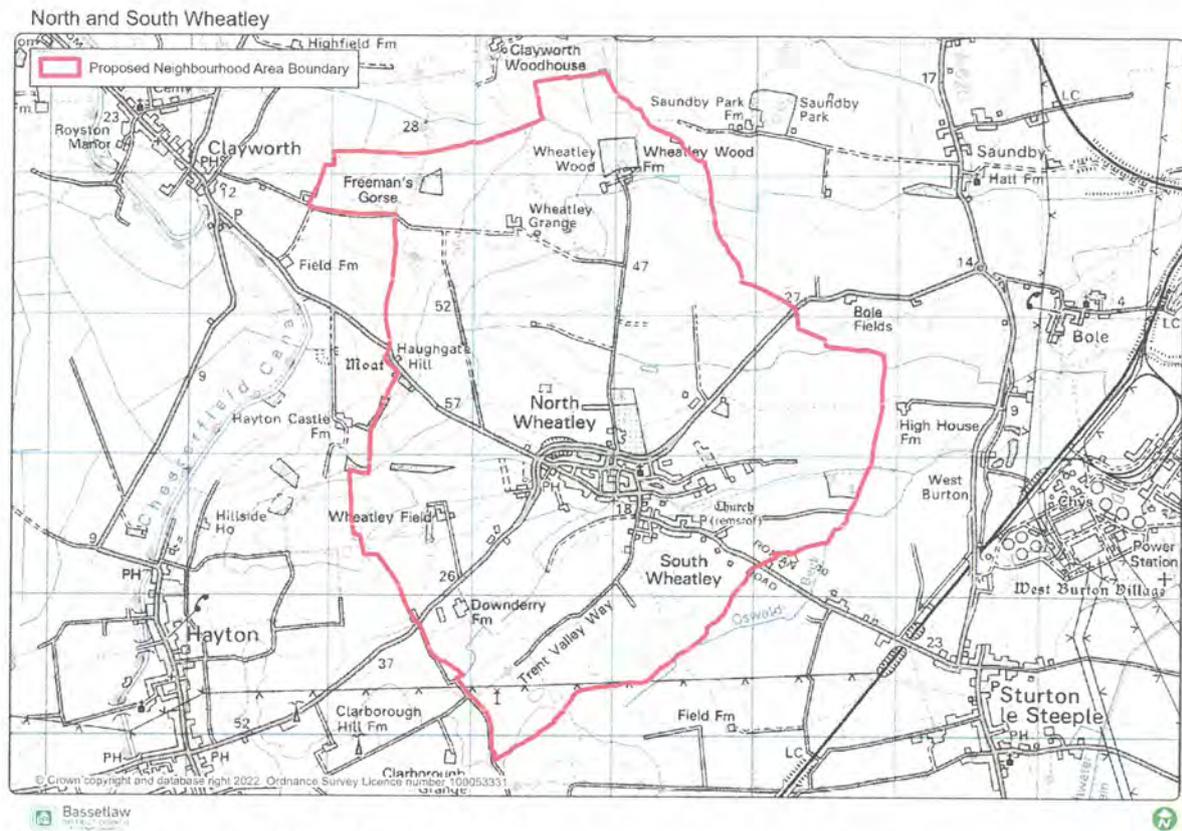
- **Option 3: three new Neighbourhood Plan areas to be designated, one for the North & South Wheatley Parish Council area, one for the North Leverton with Hablesthorpe Parish Council area, and one for the rest of Sturton Ward.** This reflects the fact that the Sturton Le Steeple Parish Council area will be most directly impacted by the redevelopment of the power station site known as West Burton A and may, therefore, wish to include Bole and West Burton Parish Council areas in future iterations of its own Neighbourhood Plan to account for and help control wider development.

Note that there isn't a functioning Parish Council in either Bole or West Burton to take on Neighbourhood Plan responsibilities, and both settlements contain less than 100 houses in total meaning they are normally exempt from housing growth targets.



**Figure 2: The proposed boundaries for future neighbourhood areas in Sturton Ward**

In accordance with the above proposal, North and South Wheatley Parish Council hereby request that the entire Parish, as detailed on the map at Figure 3, below, is designated as a new neighbourhood area, with the Parish Council acting as the qualifying body. Subject to approval of this request, and parallel re-designation of the other parishes within Sturton Ward (as proposed), the existing Sturton Ward Neighbourhood Area could then be dissolved. North and South Wheatley Parish Council considers that this proposal, in the context outlined above, accords with the requirements of section 61G of the Town and Country Planning Act 1990.



**Figure 3: The proposed North and South Wheatley Neighbourhood Area**

Kind regards,



Vicki Wilson, Chair,  
North & South Wheatley Parish Council

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# Appendix 3: Designation request - North Leverton with Hablesthorpe



North Leverton with Hablesthorpe Parish Council  
Clerk: Anne Pallett  
32 Barnby Lane Claypole Newark Notts NG23 5BD  
Tel: 07976566857

Email: [clerk@northlevertonwithhablesthorpeparishcouncil.gov.uk](mailto:clerk@northlevertonwithhablesthorpeparishcouncil.gov.uk)  
[www.northlevertonwithhablesthorpeparishcouncil.gov.uk](http://www.northlevertonwithhablesthorpeparishcouncil.gov.uk)

5 September 2022

Dear Will,

## NEIGHBOURHOOD AREA DESIGNATION REQUEST: NORTH LEVERTON WITH HABLESTHORPE PARISH

Thank you for your support in progressing the recent revision of Sturton Ward’s Neighbourhood Plan which was approved in a referendum on 11<sup>th</sup> November 2021. This Neighbourhood Plan covers the whole of Sturton Ward, including five parishes, with North and South Wheatley Parish Council acting as the qualifying body.

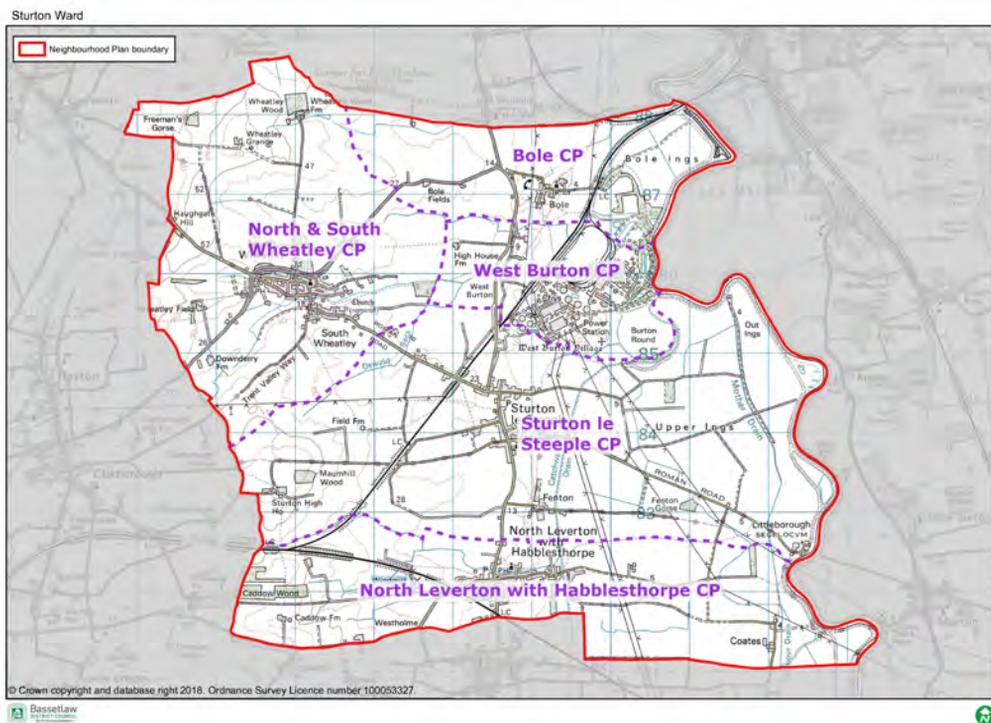


Figure 1: The current Sturton Ward Neighbourhood Area

Between 2018 and 2021, as part of the revised Neighbourhood Plan, over 50 site allocations were considered across four villages (Bole, North Leverton with Hablesthorpe, North & South Wheatley

and Sturton Le Steeple). This took considerable time and effort with some villages able to move quicker than others for a range of reasons (for example, the number of Neighbourhood Plan volunteers, the number of sites to consider and the challenge trying to meet ambitious target housing allocations).

Given it took c.3 years in total to complete the revised Neighbourhood Plan, there is an argument to reduce the size of the Designated Area for future iterations of the Neighbourhood Plan. This was recommended by the Sturton Ward Neighbourhood Plan Steering Group as part of its “lessons learned” session following the referendum in November 2021.

As a result, in early 2022, North Leverton with Hablesthorpe, North & South Wheatley and Sturton Le Steeple Parish Councils individually discussed the future shape of Sturton Ward’s Neighbourhood Plan. All three Parish Councils agreed to the following option:

- **Option 3: three new Neighbourhood Plan areas to be designated, one for the North & South Wheatley Parish Council area, one for the North Leverton with Hablesthorpe Parish Council area, and one for the rest of Sturton Ward. This reflects the fact that the Sturton Le Steeple Parish Council area will be most directly impacted by the redevelopment of the power station site known as West Burton A and may, therefore, wish to include Bole and West Burton Parish Council areas in future iterations of its own Neighbourhood Plan to account for and help control wider development.**

Note that there isn’t a functioning Parish Council in either Bole or West Burton to take on Neighbourhood Plan responsibilities, and both settlements contain less than 100 houses in total meaning they are normally exempt from housing growth targets.

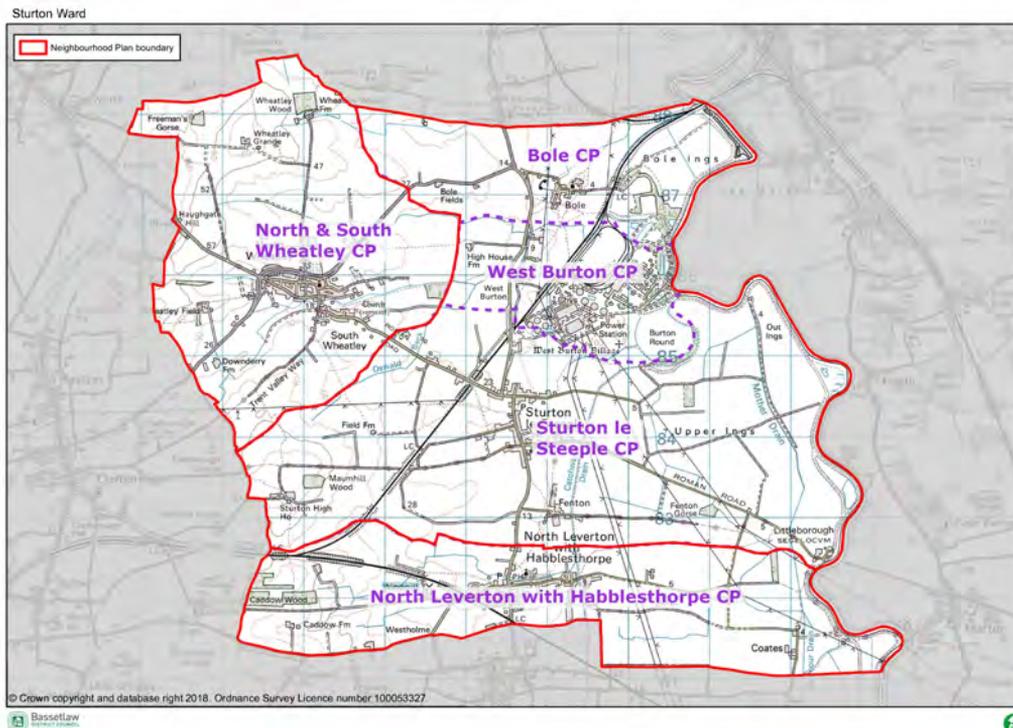


Figure 2: The proposed boundaries for future neighbourhood areas in Sturton Ward

In accordance with the above proposal, North Leverton with Hablesthorpe Parish Council hereby request that the entire Parish, as detailed on the map at Figure 3, below, is designated as a new neighbourhood area, with the Parish Council acting as the qualifying body. Subject to approval of this request, and parallel re-designation of the other parishes within Sturton Ward (as proposed), the existing Sturton Ward Neighbourhood Area could then be dissolved. North Leverton with Hablesthorpe Parish Council considers that this proposal, in the context outlined above, accords with the requirements of section 61G of the Town and Country Planning Act 1990.

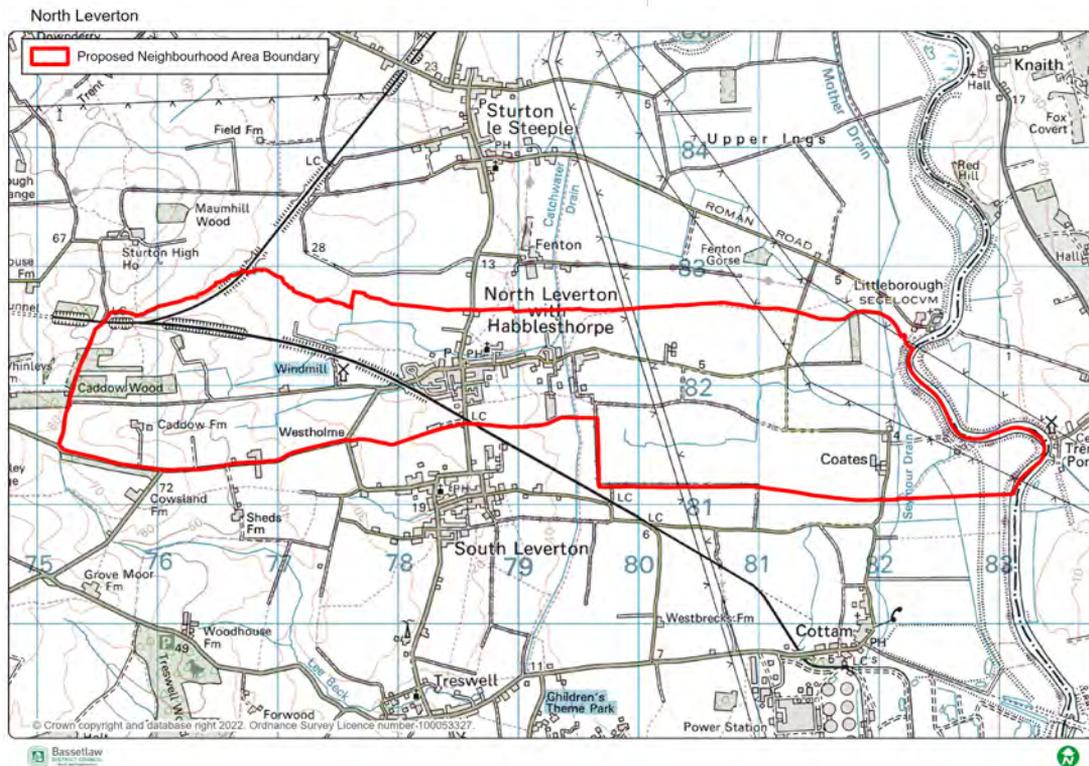
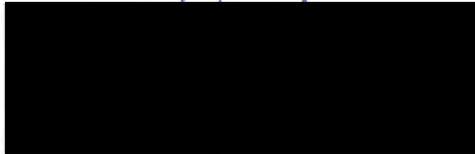


Figure 3: The proposed North Leverton with Hablesthorpe Neighbourhood Area

Kind regards,



Malcolm Ferguson, Chair, North Leverton with Hablesthorpe Parish Council

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## Appendix 4: Designation request - Sturton le Steeple, Bole, and West Burton

Will Wilson  
Bassetlaw District Council  
Queens Buildings  
Worksop  
Nottinghamshire  
S80 2AH

27 September 2022

Dear Will,

### NEIGHBOURHOOD AREA DESIGNATION REQUEST: STURTON LE STEEPLE, BOLE, AND WEST BURTON PARISHES

Thank you for your support in progressing the recent revision of Sturton Ward's Neighbourhood Plan which was approved in a referendum on 11<sup>th</sup> November 2021. This Neighbourhood Plan covers the whole of Sturton Ward, including five parishes, with North and South Wheatley Parish Council acting as the qualifying body.

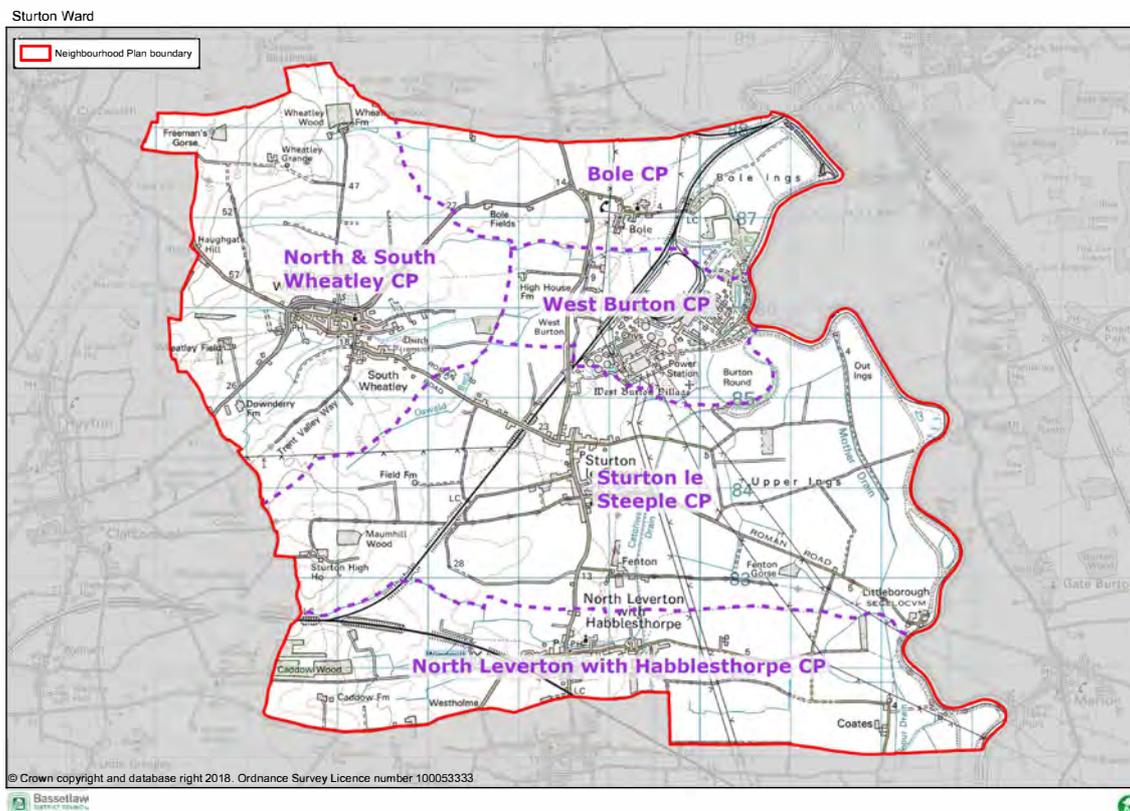


Figure 1: The current Sturton Ward Neighbourhood Area

Between 2018 and 2021, as part of the revised Neighbourhood Plan, over 50 site allocations were considered across four villages (Bole, North Leverton with Hablesthorpe, North & South Wheatley and Sturton Le Steeple). This took considerable time and effort with some villages able to move quicker than others for a range of reasons (for example, the number of Neighbourhood Plan

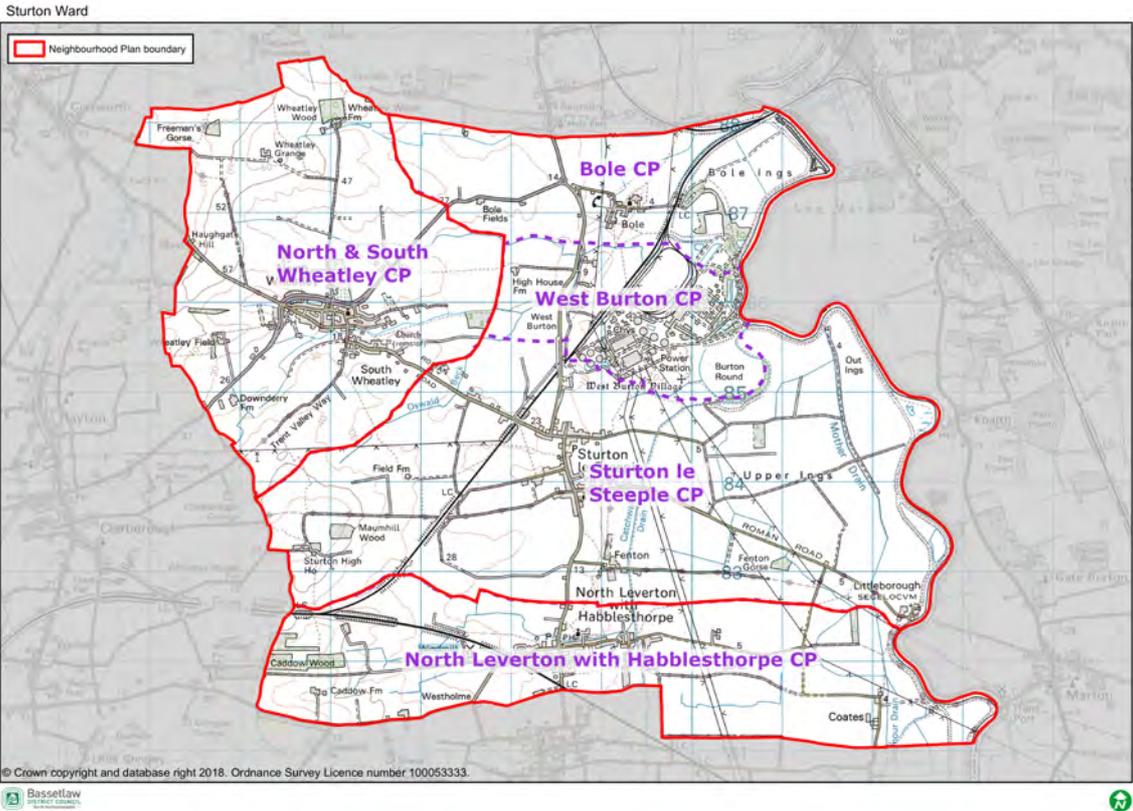
volunteers, the number of sites to consider and the challenge trying to meet ambitious target housing allocations).

Given it took c.3 years in total to complete the revised Neighbourhood Plan, there is an argument to reduce the size of the Designated Area for future iterations of the Neighbourhood Plan. This was recommended by the Sturton Ward Neighbourhood Plan Steering Group as part of its “lessons learned” session following the referendum in November 2021.

As a result, in early 2022, North Leverton with Hablesthorpe, North & South Wheatley and Sturton Le Steeple Parish Councils individually discussed the future shape of Sturton Ward’s Neighbourhood Plan. All three Parish Councils agreed to the following option:

- **Option 3: three new Neighbourhood Plan areas to be designated, one for the North & South Wheatley Parish Council area, one for the North Leverton with Hablesthorpe Parish Council area, and one for the rest of Sturton Ward.** This reflects the fact that the Sturton Le Steeple Parish Council area will be most directly impacted by the redevelopment of the power station site known as West Burton A and may, therefore, wish to include Bole and West Burton Parish Council areas in future iterations of its own Neighbourhood Plan to account for and help control wider development.

Note that there isn’t a functioning Parish Council in either Bole or West Burton to take on Neighbourhood Plan responsibilities, and both settlements contain less than 100 houses in total meaning they are normally exempt from housing growth targets.



**Figure 2: The proposed boundaries for future neighbourhood areas in Sturton Ward**

In accordance with the above, it is proposed to designate a new neighbourhood area covering the combined area of the parishes of Sturton le Steeple, Bole, and West Burton, as detailed on the map

at Figure 3, below. The geography of the proposed neighbourhood area is considered to offer an appropriate configuration for the purposes of neighbourhood planning. West Burton Power Station is a key feature within the proposed neighbourhood area, with the settlement of Bole to the north, and Sturton le Steeple, Fenton and Littleborough to the south. All of the above are connected by a clear network of north-south and east-west routes that intersect at Sturton le Steeple, making the grouping of the three parishes an appropriate geography for a co-developed neighbourhood plan.

It is proposed that Sturton le Steeple Parish Council will act as the qualifying body for the new neighbourhood area, in light of the respective parish meetings for Bole and West Burton parishes no longer meeting. Sturton le Steeple Parish Council considers that this proposal, in the context outlined above, accords with the requirements of section 61G of the Town and Country Planning Act 1990.

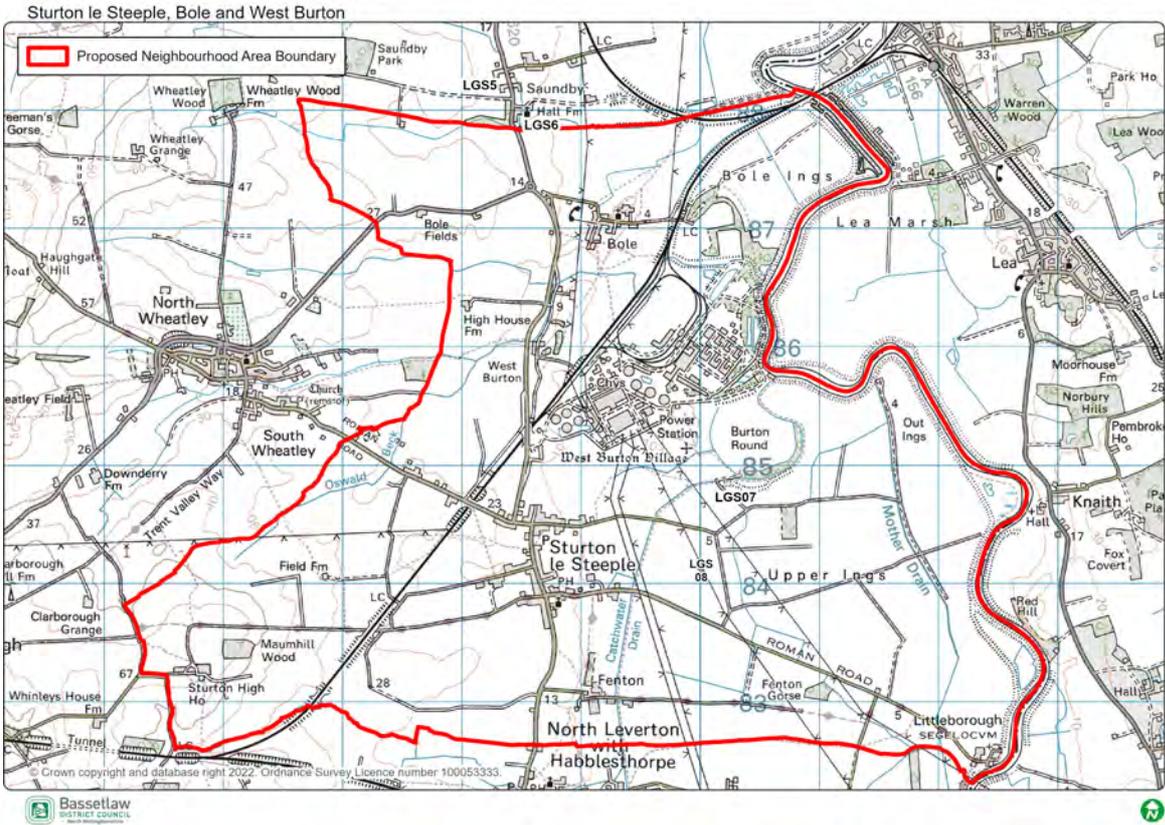
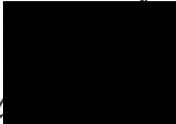


Figure 3: The proposed Sturton le Steeple, Bole, and West Burton Neighbourhood Area

Kind regards,  
  
Andrew Frankish, Chair, Sturton le Steeple Parish Council

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## **Equality Impact Assessment**

### **Part 1: Screening**

#### **Version: 2022 2.1**

When reviewing, planning or providing services Bassetlaw District Council needs to assess the impacts on people. Both residents and staff, of how it works - or is planning to – work (in relation to things like disability). It has to take steps to remove/minimise any harm it identifies. It has to help people to participate in its services and public life. “Equality Impact Assessments” (EIAs) prompt people to think things through, considering people’s different needs in relation to the law on equalities. The first stage of the process is known as ‘screening’ and is used to come to a decision about whether and why further analysis is – or is not – required. EIAs are published in line with transparency requirements.

A few notes about the laws that need to be considered are included at the end of this document. Helpful questions are provided as prompts throughout the form.

#### **1. Name of policy/activity/project/practice**

Neighbourhood Planning: Request to replace Sturton Ward Neighbourhood Area with three new neighbourhood areas (North and South Wheatley, North Leverton with Hablesthorpe, and Sturton le Steeple, Bole, and West Burton)

This is: A change to existing policy/activity/practice.

#### **2. Screening undertaken**

Person undertaking EIA: Will Wilson – Lead Neighbourhood Planner

Lead Officer for developing the policy/activity/practice: Will Wilson – Lead Neighbourhood Planner

Other people involved in the screening: Richard Gadsby – Policy & Scrutiny Officer

#### **3. Brief description of policy/activity/project/practice:**

Including its main purpose, aims, objectives and projected outcomes. Who is it intended to affect or benefit (the target population)? How do these fit in with the wider aims of the organisation? i.e. Is it linked to BDC’s Corporate Plan? Service Plan? Other?

Neighbourhood planning provides communities with the opportunity to develop a shared vision for their neighbourhood and to manage future development and growth, subject to general conformity with the District’s strategic planning needs and priorities.

Neighbourhood plans are produced through a collaborative and democratic process, involving various rounds of consultation and scrutiny before culminating in a public referendum, where the residents of the area in question are able to decide whether to ‘make’ the plan. Subject to a positive result at the referendum, the neighbourhood plan

becomes part of the statutory development plan, alongside the Bassetlaw Core Strategy and Development Management Policies Development Plan Document (DPD).

The first step towards developing a neighbourhood plan is to designate the area that will be covered by the plan, known as the 'neighbourhood area', and the formal body that will administer the process, known as the 'qualifying body', both of which need to be formally designated. The District Council, as the Local planning Authority, is responsible for receiving applications and making the formal designations, and any subsequent applications to modify previous designations.

The report to Council assessed here concerns a request to replace the existing Sturton Ward Neighbourhood Area and associated qualifying body with three new neighbourhood areas and qualifying bodies. The practice of neighbourhood planning is well-established in the local area, with two iterations of the Sturton Ward Neighbourhood Plan having been adopted, in 2016 and 2021 respectively. The current proposal to sub-divide the existing Neighbourhood Area responds to the extensive work required to develop the most recent iteration of the Neighbourhood Plan, when it was concluded that it would likely be more effective – and resource-efficient - to produce three separate plans in future. The proposed new neighbourhood areas and their respective qualifying bodies are as follows:

- North and South Wheatley Neighbourhood Area, matching the extent of the Parish, with North and South Wheatley Parish Council as the qualifying body.
- North Leverton with Hablesthorpe Neighbourhood Area, matching the extent of the Parish, with North Leverton with Hablesthorpe Parish Council as the qualifying body.
- Sturton le Steeple, Bole, and West Burton Neighbourhood Area, matching the extent of the three parishes combined, with Sturton le Steeple Parish Council acting as the qualifying body.

#### **4. Impact**

How will the aims affect our duty to:

- Promote equality of opportunity?
- Eliminate discrimination, harassment and victimisation?
- Promote good community relations?
- Promote positive attitudes towards people with protected characteristics?
- Encourage participation of people with protected characteristics?
- Protect and promote Human Rights?

For example, think about it from the perspectives of different groups in society. Does it cause harm or a benefit to any group(s) differently to others? Will it differentially affect:

- Black, Asian or other ethnic minority and/or cultural groups?
- Disabled people? And their carers?
- Transgender people?
- Men and women?
- Lesbians, gay men and/or bisexual people?

- Different religious communities/groups?
- People of a particular age e.g. older people or children and young people?
- Any other groups?
- People with flexible or agreed working patterns?

**Are there any aspects, including how it is delivered, or accessed, that could contribute to inequalities?** (This should relate to all areas including Human Rights.)

The proposal has the potential to impact upon all residents of Sturton Ward, although it is anticipated that this will not contribute to inequalities. The principles and practice of neighbourhood planning are already well-established in the local area, and the proposed modifications to the neighbourhood areas and qualifying bodies should sustain this. Moreover, as detailed in the table below, the proposals should enhance local democracy, by enabling each of the proposed neighbourhood areas to better reflect their own priorities in future neighbourhood plans.

Arrangements for how future neighbourhood plans will be developed in the three neighbourhood areas have not been disclosed. However, subject to approval, the District Council will recommend the setting-up of steering groups, with accompanying terms of reference, as is best practice.

Within this table, state whether the policy or function will have a positive or negative impact:

(Assess the following factors and provide any comments).

Factor	Positive Impact	Neutral Impact	Negative Impact	Comments
All residents and/or those who work/shop/play in the district	Positive			The proposed changes to the neighbourhood planning geography in Sturton Ward will sustain the tradition of community-led planning in the local area. It will also mean that the future development of neighbourhood plans can be more responsive to local needs, including the decision as to when a new neighbourhood plan is required, or the specific priorities that such a plan might address. Formal designation will ensure legislative clarity, and assist the respective parish councils to take advantage of grant funding and technical support provided by central government to support neighbourhood planning.

<b>Factor</b>	<b>Positive Impact</b>	<b>Neutral Impact</b>	<b>Negative Impact</b>	<b>Comments</b>
Age		Neutral		It is not anticipated that the proposed neighbourhood area designations will have an impact on this sector of society in particular.
Disability		Neutral		It is not anticipated that the proposed neighbourhood area designations will have an impact on this sector of society in particular.
Sex		Neutral		It is not anticipated that the proposed neighbourhood area designations will have an impact on this sector of society in particular.
Gender reassignment		Neutral		It is not anticipated that the proposed neighbourhood area designations will have an impact on this sector of society in particular.
Race		Neutral		It is not anticipated that the proposed neighbourhood area designations will have an impact on this sector of society in particular.
Religion or belief (including no belief)		Neutral		It is not anticipated that the proposed neighbourhood area designations will have an impact on this sector of society in particular.
Sexuality		Neutral		It is not anticipated that the proposed neighbourhood area designations will have an impact on this sector of society in particular.
Marriage and Civil Partnership (applies only to work matters)		Neutral		It is not anticipated that the proposed neighbourhood area designations will have an impact on this sector of society in particular.
Pregnancy and maternity		Neutral		It is not anticipated that the proposed neighbourhood area

<b>Factor</b>	<b>Positive Impact</b>	<b>Neutral Impact</b>	<b>Negative Impact</b>	<b>Comments</b>
(including breastfeeding)				designations will have an impact on this sector of society in particular.
Socio economic (including rural and poverty)	Positive			The practice of neighbourhood planning is well-established in the local area, and the proposals will help to sustain this. Moreover, the new arrangements have the potential to enhance how locally specific priorities and aspirations are captured and incorporated into planning policies.
Human rights		Neutral		It is not anticipated that the proposed neighbourhood area designations will have an impact on this sector of society in particular.

If you have identified negative impacts a FULL assessment (Appendix 2) MUST be completed.

## 5. Evidence Base for Screening

List the evidence sources you have used to make this assessment (i.e. the known evidence)

(e.g. Index of Multiple Deprivation, workforce data, population statistics, any relevant reports, customer surveys Census 2011, equality monitoring data for the service area.)

- Draft Council Report – Neighbourhood Planning: Request to replace Sturton Ward Neighbourhood Area with three new neighbourhood areas (North and South Wheatley, North Leverton with Hablesthorpe, and Sturton le Steeple, Bole, and West Burton)
- Map of proposals
- Designation request – North and South Wheatley
- Designation request – North Leverton with Hablesthorpe
- Designation request – Sturton le Steeple, Bole, and West Burton

Are there any significant gaps in the known evidence base? If so what are your recommendations for how and by when those gaps will be filled?

The evidence base is comprehensive, and accords with the requirements of the relevant regulations.

## 6. Consultation

Describe what consultation has been undertaken on this function or policy, who was involved and the outcome.

Consultation on the three applications was undertaken concurrently for a period of six weeks, commencing on Friday 14 October and concluding on Thursday 24 November 2022. All documents were made available via the District Council's website, and publicised by means of ten public notices within the existing Sturton Ward Neighbourhood Area, and a formal notice in the Retford Times newspaper. The information was also made available in non-digital format on request. No responses were received during the consultation period.

### Head of Service

I am satisfied with the results of the EIA.

### Signature of Head of Service



EIA Ref. NP-NNA-1122.

**Bassetlaw District Council**

**Council**

**8 December 2022**

**Report of the Head of Regeneration**

**Neighbourhood Planning: Modifications to, and arrangements for a referendum relating to, the Ranskill Neighbourhood Plan**

Cabinet Member: Regeneration

Contact: Beverley Alderton-Sambrook

**1. Public Interest Test**

- 1.1 The author of this report, Beverley Alderton-Sambrook, has determined that the contents are not confidential.

**2. Purpose of the Report**

- 2.1 This report seeks Council approval to make specified material modifications to the Ranskill Neighbourhood Development Plan (Neighbourhood Plan), and to arrange a public referendum to determine whether the Neighbourhood Plan should be formally adopted by the District Council.
- 2.2 On 30 May 2022, the Ranskill Neighbourhood Development Plan (Neighbourhood Plan) was submitted to the District Council. Following a eight and a half week publicity and consultation period, the Neighbourhood Plan proceeded to independent examination. The finalised Examination Report was received on 1 November 2022, recommending that the Neighbourhood Plan proceeds to public referendum, subject to a number of specific modifications.
- 2.3 The Council must now decide what action to take in response to each of the recommendations made in the Examination Report and, subject to agreement, to make arrangements for a referendum on the Neighbourhood Plan to be held.
- 2.4 Full Council approval is required to 'make' the Neighbourhood Plan, if the majority of those who vote in the referendum are in favour.

**3. Background**

- 3.1 The Localism Act 2011 makes provision for communities to develop a shared vision for their neighbourhood, expressed in the form of a neighbourhood plan. The statutory land use policies contained within a neighbourhood plan should be in general conformity with the strategic policies in the Development Plan for the wider local area, but offer the scope to reflect local distinctiveness and support area-specific aspirations. Neighbourhood plans have the ability to promote more development in an area than that set out by the District Council (but cannot be used to block development proposals already set out in higher level plans) and can, for example, identify where new development should go and how it should be designed.
- 3.2 Proposals must be consulted upon extensively, undergo independent examination and

then be put to a local referendum before they can be adopted as part of the statutory development plan for the District.

- 3.3 Once 'made', a neighbourhood plan forms part of the Development Plan and sits alongside the Bassetlaw Core Strategy and Development Management Policies Development Plan Document (DPD). Decisions on planning applications will be made using the relevant neighbourhood plan, the Core Strategy DPD, the National Planning Policy Framework (NPPF), and any other material considerations.
- 3.4 The District Council, as Local Planning Authority, has a statutory duty to provide advice or assistance to a parish council or neighbourhood forum that is producing a neighbourhood plan. The Council must also make decisions at key stages in the neighbourhood planning process within the time limits that apply.
- 3.5 The approval of an examination report enables the District Council to claim for grant funding from Central Government in order to support the statutory duties related to neighbourhood planning, including the arrangement of both examination and referendum. This arrangement emphasises the importance of seeking approval of an examination report in a timely manner. At present, the grant funding available amounts to £20,000 per neighbourhood plan, with different arrangements in place for reviewed plans.

#### **4. Supporting Evidence**

- 4.1 The District Council designated Ranskill Parish as a Neighbourhood Area in 2016. Ranskill Neighbourhood Plan Steering Group has prepared the Neighbourhood Plan on behalf of Ranskill Parish Council. The Steering Group has gone to considerable lengths to publicise the Neighbourhood Plan and consult the local community, providing the basis for a Plan that reflects the local community's aspirations and the need for a realistic and deliverable land use strategy.
- 4.2 On 30 May 2022, the Parish Council submitted the Neighbourhood Plan to the District Council. The District Council publicised the proposal for an eight and a half week period (30 May 2022 to 15 July 2022) and invited representations from the public, interested parties, and consultation bodies. In accordance with the regulations, the District Council appointed Andrew Ashcroft BA (Hons), MA, DMS, MRTPI to undertake the required independent examination, with the agreement of the Parish Council. The submission Neighbourhood Plan, supporting documentation and representations were duly sent to the Examiner for consideration.
- 4.3 The Independent Examiner is required to determine, under paragraph 8(1) of Schedule 4B to the Town and Country Planning Act 1990, whether legislative requirements have been met. The Independent Examiner must also consider whether a Neighbourhood Plan meets "Basic Conditions". The Basic Conditions are:
  - having regard to national policies and advice contained in guidance issued by the Secretary of State it is appropriate to make the Neighbourhood Plan;
  - the making of the Neighbourhood Plan contributes to the achievement of sustainable development;
  - the making of the Neighbourhood Plan is in general conformity with the strategic policies contained in the development plan for the area of the authority (or any part of that area);
  - the making of the Neighbourhood Plan does not breach, and is otherwise compatible with, EU obligations; and
  - prescribed conditions are met in relation to the Plan and prescribed matters have been complied with in connection with the proposal for the Neighbourhood Plan. The following prescribed condition relates to Neighbourhood Plans:
    - Regulation 32 of the Neighbourhood Planning (General) Regulations 2012 (as amended by the Conservation of Habitats and Species and Planning (various

Amendments) Regulations 2018) sets out a further Basic Condition in addition to those set out in the primary legislation: that the making of the neighbourhood development plan does not breach the requirements of Chapter 8 of Part 6 of the Conservation of Habitats and Species Regulations 2017.

- 4.4 The completed Examination Report (Appendix 1) was sent to the District Council on the 1 November 2022, and was shared with the Parish Council and made available to the public on the District Council's website soon after. The report recommends that, subject to modifications, the Plan should proceed to a referendum. The report recommends a range of detail modifications to make the wording of policies clearer and more robust. It also recommends modifications to the supporting text and maps and diagrams where necessary to support the modified policies.
- 4.5 The contents of the report have been discussed with the Qualifying Body and Steering Group, with agreement that the recommended modifications offer a constructive means to progress the Plan towards adoption
- 4.6 The District Council must now decide what action to take in response to each of the Examiner's recommendations within five weeks (unless the Qualifying Body agree a different date). By considering the recommendations at this meeting, the District Council will be complying with this timeframe.
- 4.7 The results of the examination and proposed course of action are summarised in a Draft Decision Statement (Appendix 2), to be finalised and published subject to the approval of this item by Council. The Draft Decision Statement concludes that all the recommended modifications set out in the Examination Report should be approved to ensure that the Neighbourhood Plan meets the Basic Conditions. This includes the Examiner's recommendation that, subject to modifications, the Plan should proceed to a referendum.
- 4.8 Proceeding to a referendum with a Neighbourhood Plan that meets the prescribed basic conditions will help to instil confidence in the process. The referendum will also ensure that the final decision as to whether to adopt the Plan rests with the local community, reinforcing the values of democracy and empowerment that underpin the process as a whole.

## **Next Steps**

- 4.9 The projected date for the Ranskill Neighbourhood Plan Referendum is 23 February 2023, as agreed in principle with the District Council's Democratic and Electoral Services Manager. The detailed requirements in respect of the referendum process are set out in the Neighbourhood Planning (Referendums) Regulations 2012.
- 4.10 Subject to approval of the Examination Report, the Ranskill Neighbourhood Plan should be modified in accordance with the recommendations in preparation for the referendum. In the interim, the weight attributed to the Plan in decision making can be increased from 'material' to 'significant'.
- 4.11 The Neighbourhood Plan must be 'made' by the local planning authority within 8 weeks of the referendum, if the majority of those who vote in the referendum are in favour. If a legal challenge is brought in relation to the decision to hold a referendum or around the conduct of the referendum, the 8-week time limit does not apply.
- 4.12 A Neighbourhood Plan comes into force as part of the statutory Development Plan once approved at referendum. If the majority of those who vote in the referendum are not in favour of the draft Neighbourhood Plan, then it does not come into force. The qualifying body would then have to decide how it wishes to proceed.

## **5. Implications**

a) For service users

A Council decision on this matter will give greater comfort to Ranskill Parish Council that their endeavours have Member support.

b) Strategic & Policy

The policies contained within the Ranskill Neighbourhood Plan will assist in delivering the District Council's corporate growth strategy as required by the hierarchical Local Plan. The Neighbourhood Plan will also provide a mechanism to enhance the relevance of planning policy, through the incorporation of place-specific detail. The fact that the Plan has been developed by and for the local community also upholds the District Council's commitment to empowering communities to understand and manage their local area.

c) Financial – Ref: 23/683

A Government grant of £20,000 can be claimed subsequent to approval of the Examination Report by the Local Planning Authority, as sought by this report. This direct support is to ensure that local planning authorities receive sufficient funding to enable them to meet their statutory duties in respect to neighbourhood planning. These duties include provision of advice and assistance, arranging the examination, and holding the referendum. The cost of holding the referendum is in the region of £3,500, and will be met by the grant received from the Government. Once received, this grant will remain in a reserve until drawn down.

d) Legal - Ref: 180/12/2022

The Examination Report confirms that the Neighbourhood Plan meets the Basic Conditions, which were set out in law following the Localism Act (see Paragraph 8(2) of Schedule 4B of the Town and Country Planning Act 1990), subject to a series of recommended modifications. It also meets all of the relevant legal and procedural requirements. The Neighbourhood Planning (Referendums) Regulations 2012 make provision in relation to the conduct of referendums required to be held as a result of paragraph 12(4) of Schedule 4B or paragraph 10(3) of Schedule 4C to the Town and Country Planning Act 1990.

e) Human Resources:

There are no human resource implications arising from this report.

f) Community Safety and Environmental:

There are no community safety or environmental implications arising from this report.

g) Equalities – Ref: NP-RNP-1122

A completed Equality Impact Assessment Screening report is included as Appendix 3, identifying no negative implications arising from this report, and positive outcomes in respect to impact on socio-economic factors, the provision of legislative clarity, and the facilitation of local democracy.

h) General Data Protection Regulation (GDPR):

Personal data required for the referendum will only be used for electoral purposes and will be processed in accordance with the law. For information on how electoral data is processed, please see the Council's website: <https://www.bassetlaw.gov.uk/council-and->

- i) Whether this is a key decision and, if so, the reference number:

This is not a key decision.

## **6. Options, Risks and Reasons for Recommendations**

- 6.1 There are two principal options available to Council

- 6.2 Option 1 - Agree the Examiner's recommendations in full.

The Neighbourhood Plan is modified in accordance with the Examiner's recommendations, and then proceeds to a referendum on 23 February 2023. The Neighbourhood Plan is 'made' if the majority of those who vote in the referendum are in favour of the Plan, and is afforded 'significant' weight in decision-making in the interim. Subject to the recommended modifications being enacted, the Examiner has confirmed that the Neighbourhood Plan satisfies the Basic Conditions. It follows that the risk of a legal challenge being brought in relation to the decision to hold a referendum is duly reduced.

- 6.3 Option 2 - Disagree with the Examiner's recommendations and do not allow the move to referendum.

In this case, the Council must notify prescribed people or groups as to the decision and reasoning, and invite further representations. Any representations must be submitted within 6 weeks of the Council first inviting representations. The Council may refer the issue to a further independent examination. Consequently, the point at which the Neighbourhood Plan comes into force as part of the statutory development plan is delayed. Confidence in the neighbourhood plan process is likely to be eroded. Under this option, the Secretary of State has the power to intervene, if so requested by the Parish Council.

## **7. Recommendation**

- 7.1 That the Council approves the Examiner's recommendation as set out at 6.2 which include prescribed modifications to the Ranskill Neighbourhood Plan as set out in the Examination Report at Appendix 1, and in the Draft Decision Statement at Appendix 2.

- 7.2 The Council approves the holding of a Neighbourhood Plan Referendum in Ranskill Parish on 23 February 2023.

- 7.3 That, subject to a simple majority of those voting in the referendum, the Council 'makes' the Ranskill Neighbourhood Plan.

- 7.4 The Council congratulates the Ranskill Neighbourhood Plan Steering Group on reaching this stage in the neighbourhood planning process and producing a robust Plan for their area.

**Background Papers****Location**

Appendix 1: Examination Report

Attached

Appendix 2: Draft Decision Statement

Attached

Appendix 3: Equality Impact Assessment  
Screening

Attached

Electronic copies of all documents submitted to the District Council, including the Neighbourhood Plan, are available from the District Council's website:

<https://www.bassetlaw.gov.uk/planning-and-building/planning-services/neighbourhood-plans/all-neighbourhood-plans/ranskill-neighbourhood-plan/>

# **Ranskill Neighbourhood Development Plan 2021 - 2038**

**A report to Bassetlaw District Council on the  
Ranskill Neighbourhood Development Plan**

**Andrew Ashcroft  
Independent Examiner  
BA (Hons) MA, DMS, MRTPI**

**Director – Andrew Ashcroft Planning Limited**

## **Executive Summary**

- 1 I was appointed by Bassetlaw District Council in July 2022 to carry out the independent examination of the Ranskill Neighbourhood Development Plan.
- 2 The examination was undertaken by way of written representations. I visited the neighbourhood plan area on 28 July 2022.
- 3 The Plan includes a variety of policies and seeks to bring forward positive and sustainable development in the neighbourhood area. There is a very clear focus on designating local green spaces and safeguarding its distinctive character.
- 4 The Plan has been underpinned by community support and engagement. All sections of the community have been engaged in its preparation.
- 5 Subject to a series of recommended modifications set out in this report I have concluded that the Ranskill Neighbourhood Plan meets all the necessary legal requirements and should proceed to referendum.
- 6 I recommend that the referendum should be held within the neighbourhood area.

**Andrew Ashcroft**  
**Independent Examiner**  
**1 November 2022**

## **1 Introduction**

- 1.1 This report sets out the findings of the independent examination of the Ranskill Neighbourhood Development Plan 2021-2038 ('the Plan').
- 1.2 The Plan has been submitted to Bassetlaw District Council (BDC) by Ranskill Parish Council (RPC) in its capacity as the qualifying body responsible for preparing the neighbourhood plan.
- 1.3 Neighbourhood plans were introduced into the planning process by the Localism Act 2011. They aim to allow local communities to take responsibility for guiding development in their area. This approach was subsequently embedded in the National Planning Policy Framework (NPPF), the most recent version of which was published in 2021.
- 1.4 The role of an independent examiner is clearly defined in the legislation. I have been appointed to examine whether or not the submitted Plan meets the basic conditions and Convention Rights and other statutory requirements. It is not within my remit to examine or to propose an alternative plan, or a potentially more sustainable plan except where this arises as a result of my recommended modifications to ensure that the plan meets the basic conditions and the other relevant requirements.
- 1.5 A neighbourhood plan can be narrow or broad in scope. Any plan can include whatever range of policies it sees as appropriate to its designated neighbourhood area. The submitted Plan has been designed to be distinctive in general terms, and to be complementary to the development plan in particular. It seeks to provide a context in which the neighbourhood area can maintain its distinctiveness and identity. It proposes a range of policies which include the designation of local green spaces.
- 1.6 Within this context the report assesses whether the Plan is legally compliant and meets the basic conditions that apply to neighbourhood plans. It also considers the content of the Plan and, where necessary, recommends changes to its policies and supporting text.
- 1.7 This report also provides a recommendation as to whether the Plan should proceed to referendum. If this is the case and that referendum results in a positive outcome the Plan would then be used to determine planning applications within the neighbourhood area and will sit as part of the wider development plan.

## 2 The Role of the Independent Examiner

- 2.1 The examiner's role is to ensure that any submitted neighbourhood plan meets the relevant legislative and procedural requirements.
- 2.2 I was appointed by BDC, with the consent of RPC, to conduct the examination of the Plan and to prepare this report. I am independent of both the BDC and RPC. I do not have any interest in any land that may be affected by the Plan.
- 2.3 I possess the appropriate qualifications and experience to undertake this role. I am a Director of Andrew Ashcroft Planning Limited. In previous roles, I have over 35 years' experience in various local authorities at either Head of Planning or Service Director level. I am a chartered town planner and have significant experience of undertaking other neighbourhood plan examinations and health checks. I am a member of the Royal Town Planning Institute and the Neighbourhood Planning Independent Examiner Referral System.

### *Examination Outcomes*

- 2.4 In my role as the independent examiner of the Plan I am required to recommend one of the following outcomes of the examination:
- (a) that the Plan as submitted proceeds to a referendum; or
  - (b) that the Plan should proceed to referendum as modified (based on my recommendations); or
  - (c) that the Plan does not proceed to referendum on the basis that it does not meet the necessary legal requirements.
- 2.5 The outcome of the examination is set out in Section 8 of this report.

### *Other examination matters*

- 2.6 In examining the Plan I am required to check whether:
- the policies relate to the development and use of land for a designated neighbourhood plan area; and
  - the Plan meets the requirements of Section 38B of the Planning and Compulsory Purchase Act 2004 (the Plan must specify the period to which it has effect, must not include provision about development that is excluded development, and must not relate to more than one neighbourhood area); and
  - the Plan has been prepared for an area that has been designated under Section 61G of the Localism Act and has been developed and submitted for examination by a qualifying body.
- 2.7 Having addressed the matters identified in paragraph 2.6 of this report I am satisfied that all the points have been met.

### 3 Procedural Matters

3.1 In undertaking this examination I have considered the following documents:

- the submitted Plan.
- the Basic Conditions Statement.
- the Consultation Statement.
- the Ranskill Design Guide
- the SEA/HRA Screening Statement
- the representations made to the Plan.
- the RPC's responses to the Clarification Note.
- the adopted Bassetlaw Core Strategy 2011.
- the National Planning Policy Framework (July 2021).
- Planning Practice Guidance (March 2014 and subsequent updates).
- relevant Ministerial Statements.

3.2 I visited the neighbourhood area on 28 July 2022. I looked at its overall character and appearance and at those areas affected by policies in the Plan in particular. My visit is covered in more detail in paragraphs 5.9 to 5.11 of this report.

3.3 It is a general rule that neighbourhood plan examinations should be held by written representations only. Having considered all the information before me, including the representations made to the submitted Plan, I concluded that the Plan could be examined by way of written representations and that a hearing was not required.

## 4 Consultation

### *Consultation Process*

- 4.1 Policies in made neighbourhood plans become the basis for local planning and development control decisions. As such the regulations require neighbourhood plans to be supported and underpinned by public consultation.
- 4.2 In accordance with the Neighbourhood Planning (General) Regulations 2012 RPC has prepared a Consultation Statement. The Statement is proportionate to the neighbourhood area and the policies in the Plan.
- 4.3 The Statement records the various activities that were held to engage the local community and the feedback from each event. It also provides specific details on the consultation processes that took place on the pre-submission version of the Plan (December 2021 to January 2022).
- 4.4 The Statement sets out details of the comprehensive range of consultation events that were carried out in relation to the early stages of the Plan. They were affected by the Covid outbreak. It is to the credit of RPC that it continued with the preparation of the Plan through this challenging period.
- 4.5 The details in the Statement set out the nature of the community questionnaire, other consultation exercises and the responses received. They demonstrate the way in which those responsible for the preparation of the Plan sought to address the expectations of the wider community. A significant part the Statement sets out how the submitted Plan took account of consultation feedback at the pre-submission phase. It does so in a proportionate and effective way.

### *Consultation Responses*

- 4.6 Consultation on the submitted Plan was undertaken by BDC. It ended on 15 July 2022. This exercise generated representations from the following persons and organisations:
- Bassetlaw District Council;
  - Canal and River Trust;
  - The Coal Authority;
  - Environment Agency
  - National Highways
  - Historic England;
  - National Grid;
  - Natural England;
  - Nottinghamshire County Council Highways;
  - Severn Trent Water;
  - Sport England; and
  - Leicestershire County Council Archaeology.

- 4.7 I have taken account of all the representations in preparing this report. Where it is appropriate to do so I refer to specific representations on a policy-by-policy basis.

## 5 The Neighbourhood Area and the Development Plan Context

### *The Neighbourhood Area*

- 5.1 The neighbourhood area is the parish of Ranskill. It is located approximately five miles to the north of Retford. Its population in 2011 was 1362 persons living in 610 households. It was designated as a neighbourhood area on 21 March 2016.
- 5.2 Ranskill is the principal settlement in the parish. It is located at the junction of the A638 (the former Great North Road) and the B6045. It includes a series of properties of different ages. The East Coast main railway line runs to the immediate east of the village and forms its eastern boundary.
- 5.3 The remainder of the neighbourhood area is mainly in agricultural use. There is an area of woodland to the east of the railway line and to the immediate south of Mattersey Road (B6045).

### *Development Plan Context*

- 5.4 The development plan covering the neighbourhood plan area is the Bassetlaw District Core Strategy and Development Management Policies Development Plan Document 2010 - 2028 ('the Core Strategy'). The Core Strategy sets out a vision, objectives, a spatial strategy and overarching planning policies that guide new development in the Plan period.
- 5.5 Policy CS1 of the Core Strategy provides a focus for new development based around the existing principal settlements in the District. Ranskill is identified as a Rural Service Centre where there will be limited rural growth in the Plan period.
- 5.6 Policy CS8 sets out specific development opportunities and requirements for the various Rural Service Centres. In summary these include:

Housing Development - Up to 10% (599 houses) of the District's housing requirement will be delivered in the Rural Service Centres through existing permissions and allocations in the Site Allocations DPD, for the plan period 2010-2028. Residential development proposals will be supported within the Development Boundary, in line with other material considerations and planning policy requirements. All housing development resulting in a net gain of one or more units will be required to contribute towards the achievement of affordable housing targets. In the case of Ranskill this figure is 25%. This will be either through on-site provision (where appropriate) or through a financial contribution to the delivery or improvement of affordable housing elsewhere within the rural areas of Bassetlaw.

Employment Development - Proposals that deliver rural employment opportunities, of a scale and type appropriate to the settlement and surrounding land uses, will be supported in line with other material considerations and planning policy requirements. Economic development proposals will be supported within Development Boundaries, in line with other material considerations and planning policy requirements.

Community Facilities - Proposals for the provision of rural community services and facilities will be supported where they are of a scale appropriate to, and accord with the role of, the village. Where no available sites exist within Development Boundaries, proposals for standalone community services and facilities will be supported on sites outside of, but adjoining, these Boundaries where need and long-term viability is proven and where there is explicit community support for the proposal.

- 5.7 The submitted Plan has been prepared within its wider adopted development plan context. In doing so it has relied on up-to-date information and research that has underpinned existing planning policy documents in the District. This is good practice and reflects key elements in Planning Practice Guidance on this matter. It is clear that the submitted Plan seeks to add value to the Core Strategy and to give a local dimension to the delivery of its policies. This is captured in the Basic Conditions Statement.
- 5.8 BDC is now well-advanced on the production of a new Local Plan. It submitted the Bassetlaw Local Plan 2020-2038: Publication Version, Publication Version Addendum and Publication Version Second Addendum to the Secretary of State for independent examination in July 2022. Once adopted it will replace the Core Strategy. Ranskill is identified as one of a series of smaller rural centres in the emerging Local Plan. I make further reference to the emerging Local Plan in the section on Monitoring and Review of the Plan later in this report.

*Visit to the neighbourhood area*

- 5.9 I visited the neighbourhood area on 28 July 2022. I approached from Blyth and the A1 to the west. This helped me to understand the neighbourhood area in its wider landscape context and its relation to the main road network.
- 5.10 I looked initially at the historic core of the village. I saw the way in which a range of buildings were arranged around the junction of the two main roads. I saw the village green.
- 5.11 I took time to look at the proposed Local Green Spaces and the Significant Green Gaps. I walked to the end of Station Road up to the railway line.

## 6 The Neighbourhood Plan and the Basic Conditions

- 6.1 This section of the report deals with the submitted neighbourhood plan as a whole and the extent to which it meets the basic conditions. The submitted Basic Conditions Statement has helped considerably in the preparation of this section of the report. It is a well-presented, informative, and professional document.
- 6.2 As part of this process I must consider whether the submitted Plan meets the Basic Conditions as set out in paragraph 8(2) of Schedule 4B of the Town and Country Planning Act 1990. To comply with the basic conditions, the Plan must:
- have regard to national policies and advice contained in guidance issued by the Secretary of State;
  - contribute to the achievement of sustainable development;
  - be in general conformity with the strategic policies of the development plan in the area;
  - be compatible with European Union (EU) obligations and the European Convention on Human Rights (ECHR); and
  - not breach the requirements of Chapter 8 of 6 of the Conservation of Habitats and Species Regulations 2017 (7).

I assess the Plan against the basic conditions under the following headings.

### *National Planning Policies and Guidance*

- 6.3 For the purposes of this examination the key elements of national policy relating to planning matters are set out in the National Planning Policy Framework (NPPF) issued in July 2021.
- 6.4 The NPPF sets out a range of core land-use planning principles to underpin both plan-making and decision-taking. The following are particularly relevant to the Ranskill Neighbourhood Development Plan:
- a plan led system– in this case the relationship between the neighbourhood plan and the adopted Bassetlaw Core Strategy;
  - delivering a sufficient supply of homes;
  - building a strong, competitive economy;
  - recognising the intrinsic character and beauty of the countryside and supporting thriving local communities;
  - taking account of the different roles and characters of different areas;
  - highlighting the importance of high-quality design and good standards of amenity for all future occupants of land and buildings; and
  - conserving heritage assets in a manner appropriate to their significance.
- 6.5 Neighbourhood plans sit within this wider context both generally, and within the more specific presumption in favour of sustainable development. Paragraph 13 of the NPPF indicates that neighbourhoods should both develop plans that support the strategic

needs set out in local plans and plan positively to support local development that is outside the strategic elements of the development plan.

- 6.6 In addition to the NPPF I have also taken account of other elements of national planning policy including Planning Practice Guidance and the recent ministerial statements.
- 6.7 Having considered all the evidence and representations available as part of the examination I am satisfied that the submitted Plan has had regard to national planning policies and guidance in general terms. It sets out a positive vision for the future of the neighbourhood area. It includes a series of policies that address a range of environmental matters. The Basic Conditions Statement maps the policies in the Plan against the appropriate sections of the NPPF.
- 6.8 At a more practical level, the NPPF indicates that plans should provide a clear framework within which decisions on planning applications can be made and that they should give a clear indication of how a decision-maker should react to a development proposal (paragraph 16d). This was reinforced with the publication of Planning Practice Guidance in March 2014. Paragraph ID:41-041-20140306 indicates that policies in neighbourhood plans should be drafted with sufficient clarity so that a decision-maker can apply them consistently and with confidence when determining planning applications. Policies should also be concise, precise, and supported by appropriate evidence.
- 6.9 As submitted the Plan does not fully accord with this range of practical issues. The majority of the recommended modifications in Section 7 relate to matters of clarity and precision. They are designed to ensure that the Plan fully accords with national policy.

*Contributing to sustainable development*

- 6.10 There are clear overlaps between national policy and the contribution that the submitted Plan makes to achieving sustainable development. Sustainable development has three principal dimensions – economic, social, and environmental. I am satisfied that the submitted Plan has set out to achieve sustainable development in the neighbourhood area. In the economic dimension, the Plan includes policies on infill development (Policy 1) and on employment development (Policy 6). In the social dimension, it includes policies on community facilities (Policy 7) and on local green spaces (Policy 3). In the environmental dimension, the Plan positively seeks to protect its natural, built, and historic environment. It includes specific policies on biodiversity (Policy 2) and design (Policy 4). This assessment overlaps with the Parish Council's comments on this matter in the submitted Basic Conditions Statement.

*General conformity with the strategic policies in the development plan*

- 6.11 I have already commented in detail on the development plan context in the wider Bassetlaw District in paragraphs 5.4 to 5.8 of this report.
- 6.12 I consider that the submitted Plan delivers a local dimension to this strategic context and supplements the detail already included in the adopted Core Strategy. The Basic

Conditions Statement helpfully relates the Plan's policies to policies in the Core Strategy. Subject to the recommended modifications in this report I am satisfied that the submitted Plan is in general conformity with the strategic policies in the development plan.

#### *Strategic Environmental Assessment*

- 6.13 The Neighbourhood Plan General Regulations 2015 require a qualifying body either to submit an environmental report prepared in accordance with the Environmental Assessment of Plans and Programmes Regulations 2004 or a statement of reasons why an environmental report is not required.
- 6.14 In order to comply with this requirement, BDC undertook a screening exercise in May 2022 on the need or otherwise for a Strategic Environmental Assessment (SEA) to be prepared for the Plan. The report is thorough and well-constructed. It concludes that it is unlikely that significant environmental effects will arise from the implementation of the Plan and that SEA is not needed.

#### *Habitats Regulations Assessment*

- 6.15 BDC also prepared a Habitats Regulations Assessment (HRA) of the Plan at the same time. It assesses the likely impact of the submitted Plan on protected sites.
- 6.16 The Assessment comments that no significant effects are likely to occur with regards to the integrity of the Hatfield Moor SAC, Thorne and Hatfield Moors SPA or the Sherwood Forest potential SPA as a consequence of the implementation of the Plan. As such, it concludes that the Plan does not require a full HRA to be undertaken.
- 6.17 Having reviewed the information provided to me as part of the examination, I am satisfied that a proportionate process has been undertaken in accordance with the various regulations. None of the statutory consultees have raised any concerns with regard to either neighbourhood plan or to European obligations. In the absence of any evidence to the contrary, I am entirely satisfied that the submitted Plan is compatible with this aspect of European obligations.

#### *Human Rights*

- 6.18 In a similar fashion I am satisfied that the submitted Plan has had regard to the fundamental rights and freedoms guaranteed under the European Convention on Human Rights (ECHR) and that it complies with the Human Rights Act. There is no evidence that has been submitted to me to suggest otherwise. There has been full and adequate opportunity for all interested parties to take part in the preparation of the Plan and to make their comments known. On this basis, I conclude that the submitted Plan does not breach, nor is in any way incompatible with the ECHR.

#### *Summary*

- 6.19 On the basis of my assessment of the Plan in this section of my report, I am satisfied that it meets the basic conditions subject to the incorporation of the recommended modifications contained in this report.

## 7 The Neighbourhood Plan policies

- 7.1 This section of the report comments on the policies in the Plan. In particular, it makes a series of recommended modifications to ensure that the various policies have the necessary precision to meet the basic conditions.
- 7.2 My recommendations focus on the policies themselves given that the basic conditions relate primarily to this aspect of neighbourhood plans. In some cases, I have also recommended changes to the associated supporting text.
- 7.3 I am satisfied that the content and the form of the Plan is fit for purpose. It is distinctive and proportionate to the Plan area. The wider community and RPC have spent time and energy in identifying the issues and objectives that they wish to be included in their Plan. This sits at the heart of the localism agenda.
- 7.4 The Plan has been designed to reflect Planning Practice Guidance (41-004-20190509) which indicates that neighbourhood plans must address the development and use of land. It also includes non-land use Community Projects in Appendix A.
- 7.5 I have addressed the policies in the order that they appear in the submitted Plan.
- 7.6 For clarity this section of the report comments on all policies whether or not I have recommended modifications in order to ensure that the Plan meets the basic conditions.
- 7.7 Where modifications are recommended to policies they are highlighted in bold print. Any associated or free-standing changes to the text of the Plan are set out in italic print.

### *The initial sections of the Plan (Sections 1-8)*

- 7.8 The Plan is well-organised and includes effective maps, tables and photographs. It makes an appropriate distinction between the policies and their supporting text. Its design will ensure that it will comfortably be able to take its place as part of the development plan in the event that it is eventually 'made'. The initial elements of the Plan set the scene for the policies. They are proportionate to the neighbourhood area and the subsequent policies.
- 7.9 Section 1 and 2 comment about the background to neighbourhood planning. They also helpfully describe the local planning context within which the Plan has been prepared. The sections include a map showing the designated neighbourhood area and describes the Plan period.
- 7.10 Section 3 comments about the consultation process which was undertaken on the Plan. It overlaps with the submitted Consultation Statement.
- 7.11 Section 4 comments about the status of the projects and actions in Appendix A.
- 7.12 Section 5 comments about the special and distinctive features of the neighbourhood area. It is a particularly successful part of the Plan. It provides detailed information about its location, its people, its history, its built environment, and its business base.

- 7.13 Sections 6 and 7 set out the Plan's Community Vision and the supporting Community Objectives respectively. They are both well-developed and distinctive to the neighbourhood area. The Vision is identified as follows:

*'In 2038 Ranskill will still be a small rural village. The built heritage will be protected with easy access to the countryside via a network of footpaths.*

*All development (which will include an additional employment site) will be designed to a high quality and carefully located, to minimise its impact on the surrounding landscape, and to be close to supporting infrastructure.*

*The sense of community spirit and cohesion will be fostered and strengthened, supported by the protection of existing community facilities.'*

- 7.14 Section 8 comments about the importance of developers engaging with the community as they seek to bring forward proposals. It establishes a 'Key Principle on this matter.
- 7.15 The remainder of this section of the report addresses each policy in turn in the context set out in paragraphs 7.5 to 7.7 of this report.

Policy 1: Sustainable Development, Infill, and the Development Boundary

- 7.16 This policy sets the scene for the wider plan. It proposes a new Development Boundary (DB) that includes sites that have secured planning permission since 2011. The DB directs development within the settlement and protects areas of valued landscape and open countryside around the village (as shown on Map 4). The policy comments that infill development within the DB will be supported where it complies with a series of criteria. Outside the DB proposals will be limited to development that is necessary to support the rural economy or is a rural exception site in accordance with national, District and other relevant policies in the submitted Plan.
- 7.17 In general terms I am satisfied that the policy meets the basic conditions. The proposed DB has been carefully drawn. It following the principles set out in Table 2 of the Plan. In addition, the spatial approach taken will inherently concentrate new development in a sustainable location and would protect the countryside.
- 7.18 I recommend a series of modifications to the first part of the policy so that it would have the clarity required by the NPPF and so that they would be capable of being applied consistently through the development management process as follows:
- taking a consistent approach throughout the policy to the use of development proposals in the plural;
  - refining the opening element of the policy;
  - deleting the first criteria given that there is no need for a neighbourhood plan policy to refer to other development plan policies (and as reinforced at the lower edge of each page in the submitted Plan itself);
  - refining the approach in criterion b on the yield of potential infill site to one which requires proposals more generally to respond positively to the character and nature of the site itself. Nevertheless, I recommend that the 1 or 2 number as

initially submitted in the policy is repositioned into the supporting text as an indication of likely yield given the nature of the land within the DB; and

- refining criteria g) and h) so that they can be applied in a proportionate way.

7.19 Ranskill is fortunate in having a well-defined DB. It is shown on Map 4. However, that Map does not have the clarity necessary for a DP policy in general, and given its strategic importance in the Plan in particular. It has the approach of a diagrammatic plan. As such I recommend that a replacement plan is prepared at a scale and with the clarity to shows the precise alignment of the DB.

7.20 I am satisfied that the second part of the policy meets the basic conditions.

**Replace the opening element of the first part of the policy with:**

**‘Proposals for new residential development will be supported where they fill a gap within the existing Development Boundary as defined on Map 4 and where they meet the following criteria:’**

**In the criteria replace the initial ‘it’ with ‘they’ and then change the grammar of the following verbs accordingly.**

**Delete criterion a).**

**Replace criterion b) with: ‘the number of dwellings and their layout responds positively to the immediate character of the locality; and’**

**Replace criterion c) with: ‘they positively respond to the character, appearance and amenity of that part of Ranskill Village in which the proposal is located; and’**

**Replace criterion g) with: ‘as appropriate to its scale, nature and location the proposal incorporates measures which would promote walking and cycling into the design and layout of the proposed development; and’**

**Replace criterion h) with: ‘as appropriate to its scale, nature and location the proposal includes Sustainable Drainage Systems that improve biodiversity as well as mitigating surface water flood risk (where applicable) where outfall is a key design consideration.’**

*Replace paragraph 43 with: ‘This Neighbourhood Plan defines limited infill as the completion of an otherwise substantially built-up frontage by the filling of a small gap. Given the nature and character of the villages within the defined Development Boundary. infill developments will usually generate one or two dwellings.’*

*Replace Map 4 with one prepared at a scale and clarity which shows the precise alignment of the DB.*

Policy 2: Protecting Biodiversity and the Landscape Character

- 7.21 This is a wide-ranging policy which celebrate and safeguards the landscape of the parish. It has general elements and specific part which proposes the identification of Significant Green Gaps and the identification of key views.
- 7.22 In general terms the policy takes an appropriate approach to these matters.
- 7.23 I looked carefully at the proposed Significant Green Gaps and the key views. Their role and purpose were self-evident. In reaching this judgement I have taken account of RPC's response on this matter to the clarification note.
- 7.24 I recommend a series of modifications to the policy to bring the clarity required by the NPPF. In general terms the modifications propose appropriate policy wording and remove unnecessary explanatory text from the policy wording. In specific terms, the recommended modifications also address the following matters:
- ensuring that the first part of the policy sets out requirements for developers rather than commenting about a process to demonstrate certain matters;
  - ensuring that the third part of the policy on key views is more explicit about the requirements for developers and the implications for development proposals which would have an unacceptable impact on a key view;
  - combining the third and fourth parts of the policy to provide clarity to the development industry;
  - reordering the elements in the fifth part of the policy to ensure a more logical structure to the policy;
  - the deletion of the sixth part of the policy and its repositioning into the supporting text;
  - a refinement to the seventh part of the policy on drainage so that it can be applied on a proportionate basis to the site concerned.
- 7.25 I also recommend consequential modifications to the supporting text.

**In the first part of the policy:**

**Replace the opening section with: 'Development proposals should:'**

**In criterion a replace 'it protects' with 'protect'**

**In criterion b replace 'it protects' with 'protect'**

**In criterion c replace 'it is sympathetic' with 'be sympathetic'**

**Replace criterion d) with: 'not represent an unacceptable visual intrusion into the surrounding landscape in general, and the Significant Green Gaps (shown on Map 10) in particular.'**

**In the second part of the policy replace 'to minimise the impact of development on the landscape character' with 'and minimise its impact on the landscape character.'**

Replace the third and fourth parts of the policy with:

**‘Development proposals should be designed to respond positively to the key views as shown on Map 9. Development proposals that would affect the key views including the sense of openness and/or the sense of place should include a detailed assessment of their effects the proposals will have on the relevant character area as identified in the Ranskill Design Guide 2020 and any proposed mitigation measures. Any proposed mitigation planting and boundary treatment should include native species recommended for the Idle Lowlands Landscape Character Area. Development proposals which would have an unacceptable impact on an identified key view as defined on Map 9 will not be supported.’**

Replace the fifth part of the policy with:

**‘Development should achieve a net biodiversity gain that is measurable in accordance with local and national planning policy. Development proposals which would have significant ecological impacts will not be supported unless appropriate mitigation and/or compensation measures are incorporated in the overall development package. Any such measures should be targeted to benefit local conservation priorities as identified in the Nottinghamshire Local Biodiversity Action Plan. With the exception of householder development, proposals that would result in the net loss of biodiversity will not be supported.’**

Delete the sixth part of the policy.

Replace the seventh part of the policy with: **‘As appropriate to their scale nature and location, development proposals should incorporate Sustainable Drainage Systems which are designed to address the particular circumstances of the site concerned.’**

*At the end of paragraph 69 add: ‘The third part of the policy comments about the potential way in which the effects of development proposals could be mitigated. [At this point include the sixth part of the policy in the submitted Plan]’*

Policy 3 Designation of Local Green Spaces

- 7.26 This policy proposes the designation of a series of local green spaces (LGSs). They are shown on Map 11. The proposed LGSs reflect the character and the nature of the village. In the main they are formal and informal green spaces within the wider built environment of the village.
- 7.27 The supporting text comments about the tests in the NPPF for the designation of LGSs. It provides a detailed assessment of the way in which RPC considers that the various proposed LGSs meet the criteria for such designation in the NPPF. I looked carefully at the proposed LGSs when I visited the neighbourhood area.
- 7.28 On the basis of all the information available to me, including my own observations, I am satisfied that the proposed LGS comfortably comply with the three tests in the paragraph 102 of the NPPF. In several cases, they are precisely the types of green

spaces which the authors of the NPPF would have had in mind in preparing national policy.

- 7.29 In coming to this judgement I noticed the existing building within proposed LGS 4 (the Bowls Club). In the context of the wider proposal for its designation as a LGS and the connection between the bowling green and the club house, I am satisfied that the approach taken is entirely appropriate.
- 7.30 In addition, I am satisfied that the proposed designation of the various LGSs would accord with the more general elements of paragraph 101 of the NPPF. Firstly, I am satisfied that their designation is consistent with the local planning of sustainable development. They do not otherwise prevent sustainable development coming forward in the neighbourhood area and no such development has been promoted or suggested. Secondly, I am satisfied that the LGSs are capable of enduring beyond the end of the Plan period. Indeed, they are an established element of the local environment and, in most cases, have existed in their current format for many years. In addition, no evidence was brought forward during the examination that would suggest that the proposed local green spaces would not endure beyond the end of the Plan period.
- 7.31 The policy itself has three related parts. The first lists the proposed LGSs. The second sets out the implications for LGS designation. The third part offers support to proposals which seek to improve public access and recreational use. The second and third parts of the policy seeks to follow the approach as set out in paragraph 103 of the NPPF. However, they go beyond that approach in general terms and in commenting about the way in which the LGSs contribute to the special character of the parish and the general support for proposals which seek to improve public access and recreational use.
- 7.32 Given the number and diversity of proposed LGSs I can understand the circumstances which have caused RPC to design the policy in this way. Nevertheless, I recommend a modification so that the policy takes the matter-of-fact approach in the NPPF. I also recommend that the policy lists the LGSs rather than encourage the reader to identify them on a related map base.
- 7.33 In the event that development proposals affecting designated LGSs come forward within the Plan period, they can be assessed on a case-by-case basis by BDC. In particular, BDC will be able to make an informed judgement on the extent to which the proposal concerned demonstrates the 'very special circumstances' required by the policy. I recommend that the supporting text clarifies this matter.

**Replace the policy with:**

**The Plan designates the following green spaces (as shown on Map 11) as Local Green Spaces.'**

**[At this point list the LGS numbers and site titles]**

**Development proposals within the designated local green spaces will only be supported in very special circumstances'**

*At the end of paragraph 73 add: 'Policy 3 follows the matter-of-fact approach in the NPPF. In the event that development proposals come forward on the local green spaces within the Plan period, they can be assessed on a case-by-case basis by the District Council. In particular it will be able to make an informed judgement on the extent to which the proposal concerned demonstrates the 'very special circumstances' required by the policy'*

#### Policy 4 Ensuring High Quality Design

- 7.34 This is another comprehensive policy. At its heart is that development proposals should demonstrate a high design quality that will contribute to the character of the village. In order to achieve this, new development proposals should reinforce the character of the area as defined in the Ranskill Design Guide 2020
- 7.35 The policy also includes elements on:
- landscape and boundary treatments;
  - building materials;
  - low carbon technologies; and
  - the retrofitting of modern technologies in heritage assets.
- 7.36 In general terms, the policy is a first-class local response to the national design agenda in Section 12 of the NPPF. In this context the policy is commendably underpinned by the Ranskill Design Guide 2020.
- 7.37 I recommend a series of modifications to elements of the policy to bring the clarity required by the NPPF. They will ensure that it can be applied consistently through the development management process. In most cases they do not alter the direction or purpose of the element of the policy concerned. They help to define the land use nature of the policy and the specific requirements for developers.

#### **Replace the second part of the policy with:**

**'Development proposals should give particular attention to landscaping schemes and boundary treatment (using native trees, hedgerows, low walls to the front and planting) that reflect the surrounding character and ensure that they have an intimate character and reinforce the rural street scene.'**

#### **Replace the third part of the policy with:**

**'The materials, scale and massing of development proposals should reinforce the existing character areas as defined in the Ranskill Design Guide 2020.'**

**In the fifth part of the policy replace 'Proposals should demonstrate how:' with 'Development proposals should be designed to ensure that'**

**Replace the seventh part of the policy with:**

**‘Proposals for the retrofit of heritage properties/assets to reduce energy demand and to generate renewable energy will be supported where they safeguard the significance and setting of the heritage assets affected.’**

Policy 5 A Mix of Housing Types

- 7.38 This policy comments that proposals for new housing development should deliver housing sizes and types that directly reflect housing needs identified in the most up to date housing need assessment and particularly for smaller dwellings suitable for older people, first time buyers and those with mobility issues. It also recognises the importance of self-build homes in meeting housing needs.
- 7.39 The policy is underpinned by detailed and comprehensive supporting text based on the Housing and Economic Development Needs Assessment (HEDNA) 2020.
- 7.40 I recommend modifications to the policy so that it has the clarity required by the NPPF. In the first part I recommend that a distinction is made between the general housing needs and those which might apply specifically to older people, first time buyers and those with mobility issues in particular. I recommend that the second part of the policy is modified so that it reads as a land use policy rather than a general statement about the benefits of self-build housing. In doing so, I recommend that the policy should directly relate to Policy 1 of the Plan. Otherwise, the approach may generate unintended consequences for new development in the countryside.

**Replace the policy with:**

**‘Proposals for new housing development should deliver housing sizes and types that directly reflect housing needs identified in the most up-to-date housing need assessment in general and the need for smaller dwellings which would be suitable for older people, first time buyers and those with mobility issues in particular.’**

**Proposals for self-build homes will be supported where they otherwise comply with Policy 1 of this Plan.’**

Policy 6 Maintaining Local Employment

- 7.41 This policy comments that development proposals that enable the sustainable growth of businesses both through the conversion of existing buildings and well-designed new buildings for commercial uses will be supported provided that they meet a series of criteria.
- 7.42 The policy takes a positive approach to this matter. It has regard to Section 6 of the NPPF. In this context it meets the basic conditions.

Policy 7 Enhancing the provision of community facilities

- 7.43 This policy comments that proposals to provide new or improved community facilities within or adjoining the DB will be supported where the design and location of the

community facilities enables direct, safe access for pedestrians, cyclists, and the mobility impaired and the facility is well-designed. Based on the community consultation process the policy identifies support for specific community facilities (a village hall, doctors' surgery, village shop).

- 7.44 The policy takes a positive approach to this matter. I recommend a detailed modification to the second criterion to bring absolute clarity to the policy. Otherwise, it meets the basic conditions. It will do much to contribute to the delivery of the social dimension of sustainable development in the parish.

**In criterion b) add 'the building concerned' before is well designed'**

Other Matters – General

- 7.45 This report has recommended a series of modifications both to the policies and to the supporting text in the submitted Plan. Where consequential changes to the text are required directly as a result of my recommended modification to the policy concerned, I have highlighted them in this report. However other changes to the general text may be required elsewhere in the Plan as a result of the recommended modifications to the policies. It will be appropriate for BDC and RPC to have the flexibility to make any necessary consequential changes to the general text. I recommend accordingly.

*Modification of general text (where necessary) to achieve consistency with the modified policies.*

Implementation and Review

- 7.46 Section 16 of the Plan properly comments about the need for monitoring of any made neighbourhood plan. It also recognises that a review of the Plan may be required at some point within the Plan period. The submitted Plan has been prepared within the context of a development plan context that pre-dates the introduction of the current version of the NPPF. As described elsewhere in this report, BDC is now working towards the preparation of a new Local Plan. It is anticipated that the emerging Local Plan will be adopted in 2023. This process will be an important milestone in the development of planning policy in the District.
- 7.47 The submitted Plan describes the way in which it has recently been revised to take account of changes in the way in which BDC is anticipating that future housing delivery will come forward within the wider context of the emerging Plan. This is best practice and has regard to guidance on this matter in Planning Practice Guidance (41-009-20190509).
- 7.48 Nevertheless I recommend that the Plan includes some commentary about the relationship between the emerging Local Plan and any made neighbourhood plan at that time. Plainly RPC will need to consider the potential impact at that time and reach its own view on the need or otherwise for a review of the Plan.

*At the end of paragraph 125 add: 'In addition, the eventual adoption of the Bassetlaw Local Plan 2020-2038 will be a key milestone in the formulation of the development plan for the District. In this context, the Parish Council will consider the need for a*

*review of the neighbourhood plan at that point. This task will be undertaken based on an assessment of developments that have taken place at that time in the neighbourhood area, the objectively-assessed housing requirement incorporated in the Local Plan and the way in which the adopted Plan proposes that the requirement is apportioned across the District.'*

## 8 Summary and Conclusions

### *Summary*

- 8.1 The Plan sets out a range of policies to guide and direct development proposals in the period up to 2038. It is distinctive in addressing a specific set of issues that have been identified and refined by the wider community to safeguard the character and setting of the neighbourhood area
- 8.2 Following the independent examination of the Plan I have concluded that the Ranskill Neighbourhood Development Plan meets the basic conditions for the preparation of a neighbourhood plan subject to a series of recommended modifications.

### *Conclusion*

- 8.3 On the basis of the findings in this report I recommend to Bassetlaw District Council that subject to the incorporation of the modifications set out in this report that the Ranskill Neighbourhood Development Plan should proceed to referendum.

### *Other Matters*

- 8.4 I am required to consider whether the referendum area should be extended beyond the Plan area. In my view, the neighbourhood area is entirely appropriate for this purpose and no evidence has been submitted to suggest that this is not the case. I therefore recommend that the Plan should proceed to referendum based on the neighbourhood area as approved by Bassetlaw District Council on 21 March 2016.
- 8.5 I am grateful to everyone who has helped in any way to ensure that this examination has run in a smooth manner.

**Andrew Ashcroft**  
**Independent Examiner**  
**1 November 2022**

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**Bassetlaw**  
DISTRICT COUNCIL  
— North Nottinghamshire —

**Ranskill Neighbourhood Development Plan – Draft Decision Statement**

**1 Summary**

- 1.1 In accordance with Regulation 18 of the Neighbourhood Planning (General) Regulations 2012, Bassetlaw District Council has produced this ‘Decision Statement’ in relation to the Ranskill Neighbourhood Development Plan (the ‘Plan’).
- 1.2 Following an independent examination, Bassetlaw District Council confirms that the Plan will proceed to a neighbourhood planning referendum, following enactment of the modifications specified in the Examination Report.
- 1.3 The referendum is scheduled for Thursday 23 February 2023, based on the Ranskill Neighbourhood Area, as approved by Bassetlaw District Council on 7 March 2016.
- 1.4 This Decision Statement, along with the Independent Examiner’s report, can also be viewed on the [Bassetlaw District Council website](#).

**2 Background**

- 2.1 On 19 November 2015, Ranskill Parish Council submitted an application to Bassetlaw District Council for the designation of Ranskill Parish as a Neighbourhood Area. On 7 March 2016, Bassetlaw District Council approved the Neighbourhood Area Designation following a statutory five-week consultation period (17 December 2015 – 21 January 2016).
- 2.2 The Pre-Submission Draft Ranskill Neighbourhood Plan was made available for consultation in accordance with Regulation 14 of the Neighbourhood Planning regulations from 1 December 2021 to 21 January 2022.
- 2.3 The Plan was formally submitted to the District Council on 30 May 2022. Bassetlaw District Council duly consulted the public and statutory bodies on the Plan for an eight and a half week period between 30 May 2022 and 15 July 2022, in accordance with Regulation 16 of the Neighbourhood Planning regulations.
- 2.4 An Independent Examiner was appointed to undertake the examination of the Submission version of the Neighbourhood Plan. The Examiner’s Report was sent to the District Council on 1 November 2022 and to Ranskill Parish Council shortly after.

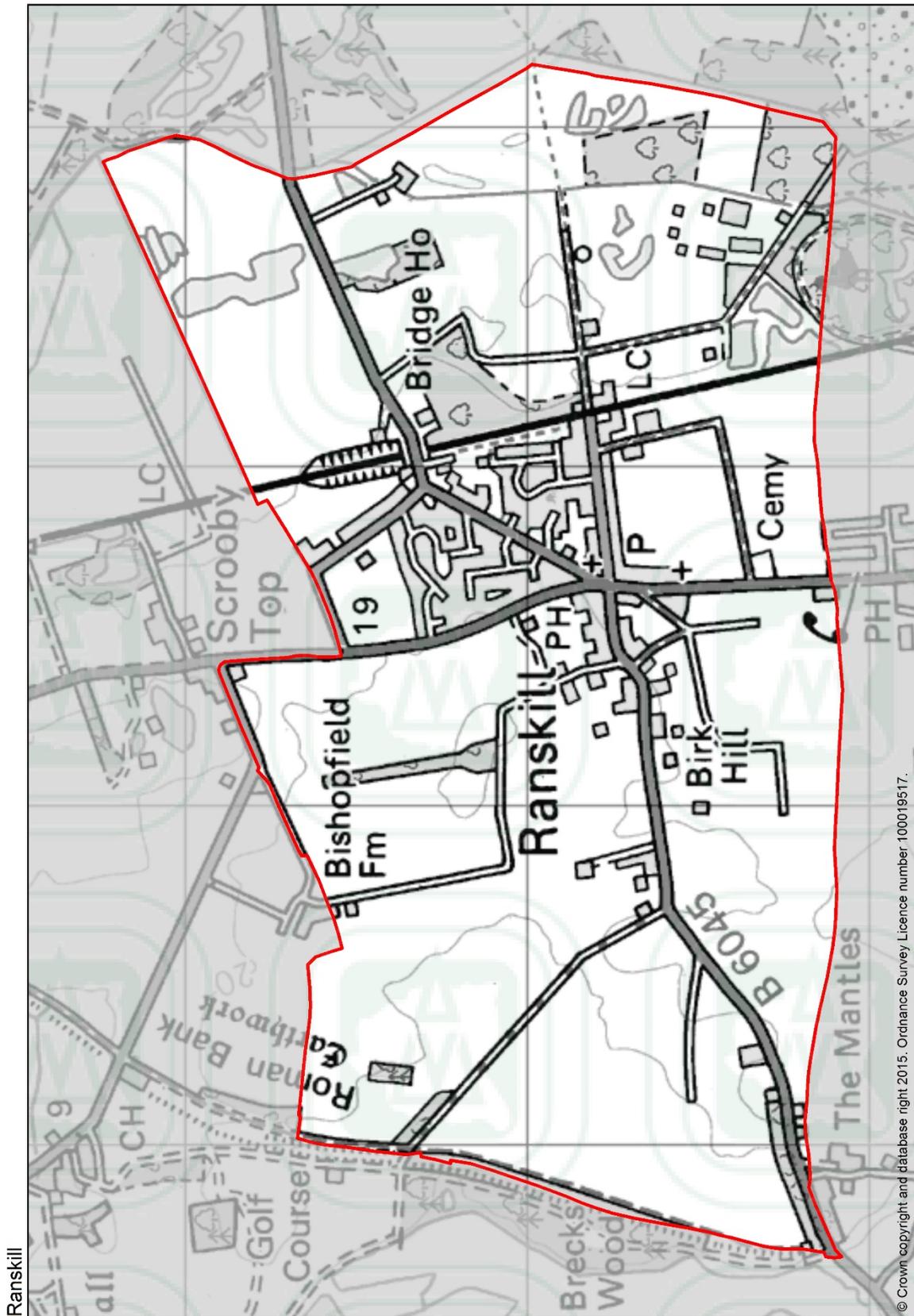
### **3 Decisions and Reasons**

- 3.1 The Independent Examiner has concluded that, subject to the specified modifications being enacted, the Plan meets the Basic Conditions and other relevant legal requirements. The District Council concurs with this view.
  
- 3.2 The Head of Regeneration, in consultation with the Council's Cabinet Member for Regeneration, has determined that all the recommended modifications set out in the Examiner's Report will be enacted to ensure that the Plan meets the Basic Conditions. Furthermore, to meet the requirements of the Localism Act 2011, a referendum which poses the question "*Do you want Bassetlaw District Council to use the Neighbourhood Plan for Ranskill to help it decide planning applications in the Neighbourhood Area?*" will be held in the Ranskill Neighbourhood Area on Thursday 23 February 2023.

**Beverley Alderton-Sambrook**

**Head of Regeneration, Bassetlaw District Council**

21 November 2022



Ranskill

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## **Equality Impact Assessment**

### **Part 1: Screening**

#### **Version: 2022 2.1**

When reviewing, planning or providing services Bassetlaw District Council needs to assess the impacts on people. Both residents and staff, of how it works - or is planning to – work (in relation to things like disability). It has to take steps to remove/minimise any harm it identifies. It has to help people to participate in its services and public life. “Equality Impact Assessments” (EIAs) prompt people to think things through, considering people’s different needs in relation to the law on equalities. The first stage of the process is known as ‘screening’ and is used to come to a decision about whether and why further analysis is – or is not – required. EIAs are published in line with transparency requirements.

A few notes about the laws that need to be considered are included at the end of this document. Helpful questions are provided as prompts throughout the form.

#### **1. Name of policy/activity/project/practice**

Neighbourhood Planning: Modifications to, and arrangements for a referendum relating to, the Ranskill Neighbourhood Plan.

This is: A change to existing policy/activity/practice.

#### **2. Screening undertaken**

Person undertaking EIA: Tom Gill – Neighbourhood Planning Policy Officer

Lead Officer for developing the policy/activity/practice: Will Wilson – Lead Neighbourhood Planner

Other people involved in the screening: Richard Gadsby – Policy & Scrutiny Officer

#### **3. Brief description of policy/activity/project/practice:**

Including its main purpose, aims, objectives and projected outcomes. Who is it intended to affect or benefit (the target population)? How do these fit in with the wider aims of the organisation? i.e. Is it linked to BDC’s Corporate Plan? Service Plan? Other?

Neighbourhood planning provides communities with direct power to develop a shared vision for their neighbourhood and to manage future development and growth, subject to general conformity with the District’s strategic planning needs and priorities.

Neighbourhood plans are produced through a collaborative and democratic process, involving various rounds of consultation and scrutiny before culminating in a public referendum, where the residents of the area in question are able to decide whether to ‘make’ the plan. Subject to a positive result at the referendum, the neighbourhood plan

becomes part of the statutory development plan, alongside the Bassetlaw Core Strategy and Development Management Policies Development Plan Document (DPD).

The Ranskill Neighbourhood Plan has been under development since March 2016, and was submitted to Bassetlaw District Council in draft format on 30 May 2022. Following an eight and a half week publicity and consultation period, the Neighbourhood Plan proceeded to independent examination.

The Examination Report was received on 1 November 2022, recommending that the Neighbourhood Plan proceeds to public referendum, subject to a number of modifications. The Council must now decide what action to take in response to each of the recommendations made in the Examination Report, and to make arrangements for a referendum on the Neighbourhood Plan, (proposed to take place on **Thursday 23 February 2023**).

Council approval is required to 'make' the Neighbourhood Plan, if the majority of those who vote in the referendum are in favour. In the interim, Full Council approval will increase the weight afforded to the Neighbourhood Plan in planning decision making from 'material' to 'significant'

#### 4. Impact

How will the aims affect our duty to:

- Promote equality of opportunity?
- Eliminate discrimination, harassment and victimisation?
- Promote good community relations?
- Promote positive attitudes towards people with protected characteristics?
- Encourage participation of people with protected characteristics?
- Protect and promote Human Rights?

For example, think about it from the perspectives of different groups in society. Does it cause harm or a benefit to any group(s) differently to others? Will it differentially affect:

- Black, Asian or other ethnic minority and/or cultural groups?
- Disabled people? And their carers?
- Transgender people?
- Men and women?
- Lesbians, gay men and/or bisexual people?
- Different religious communities/groups?
- People of a particular age e.g. older people or children and young people?
- Any other groups?
- People with flexible or agreed working patterns?

**Are there any aspects, including how it is delivered, or accessed, that could contribute to inequalities?** (This should relate to all areas including Human Rights.)

The proposal has the potential to impact upon the residents of Ranskill (as the designated Neighbourhood Area), in that it will change the statutory planning regulations in force in the

area. However, the Neighbourhood Plan has been devised by representatives of the local community, on behalf of the Parish Council, and has been the subject of two formal rounds of public consultation, and additional informal consultation in order to define and refine the proposals.

Agreeing to host the proposed referendum will provide residents of the Neighbourhood Area with the opportunity to vote on whether the Neighbourhood Plan should be 'made', ensuring that the final decision making exercise on this proposed change to the planning regulations for Ranskill is at a local level.

**5. Within this table, state whether the policy or function will have a positive or negative impact:**

(Assess the following factors and provide any comments).

Factor	Positive Impact	Neutral Impact	Negative Impact	Comments
All residents and/or those who work/shop/play in the district	Positive			The proposed amendments to the Ranskill Neighbourhood Plan will ensure that it is legislatively correct, and the proposed referendum will provide the opportunity for all residents of the Parish to vote on whether it should be 'made'.
Age		Neutral		It is not regarded that the proposed amendments to the Ranskill Neighbourhood Plan or the holding of a referendum will have an impact on this sector of society in particular.
Disability		Neutral		It is not regarded that the proposed amendments to the Ranskill Neighbourhood Plan or the holding of a referendum will have an impact on this sector of society in particular.
Sex		Neutral		It is not regarded that the proposed amendments to the Ranskill Neighbourhood Plan or the holding of a referendum will have an impact on this sector of society in particular.
Gender reassignment		Neutral		It is not regarded that the proposed amendments to the Ranskill Neighbourhood Plan or the holding of a referendum will

<b>Factor</b>	<b>Positive Impact</b>	<b>Neutral Impact</b>	<b>Negative Impact</b>	<b>Comments</b>
				have an impact on this sector of society in particular.
Race		Neutral		It is not regarded that the proposed amendments to the Ranskill Neighbourhood Plan or the holding of a referendum will have an impact on this sector of society in particular.
Religion or belief (including no belief)		Neutral		It is not regarded that the proposed amendments to the Ranskill Neighbourhood Plan or the holding of a referendum will have an impact on this sector of society in particular.
Sexuality		Neutral		It is not regarded that the proposed amendments to the Ranskill Neighbourhood Plan or the holding of a referendum will have an impact on this sector of society in particular.
Marriage and Civil Partnership (applies only to work matters)		Neutral		It is not regarded that the proposed amendments to the Ranskill Neighbourhood Plan or the holding of a referendum will have an impact on this sector of society in particular.
Pregnancy and maternity (including breastfeeding)		Neutral		It is not regarded that the proposed amendments to the Ranskill Neighbourhood Plan or the holding of a referendum will have an impact on this sector of society in particular.
Socio economic (including rural and poverty)	Positive			Enacting the recommendations of the Independent Examiner will ensure the function of the Ranskill Neighbourhood Plan acts as a tool to uphold local distinctiveness, and support growth that is socially, economically, and environmentally sustainable.
Human rights		Neutral		It is not regarded that the proposed amendments to the Ranskill Neighbourhood Plan or

Factor	Positive Impact	Neutral Impact	Negative Impact	Comments
				the holding of a referendum will have an impact on any of the Human Rights.

If you have identified negative impacts a FULL assessment (Appendix 2) MUST be completed.

## **6. Evidence Base for Screening**

List the evidence sources you have used to make this assessment (i.e. the known evidence)

(e.g. Index of Multiple Deprivation, workforce data, population statistics, any relevant reports, customer surveys Census 2011, equality monitoring data for the service area.)

- Ranskill Neighbourhood Plan (Submission Version)
- Ranskill Neighbourhood Plan – Report of the Independent Examiner
- Draft Full Council Report – Modifications to, and arrangements for a referendum relating to the Ranskill Neighbourhood Plan

Are there any significant gaps in the known evidence base? If so what are your recommendations for how and by when those gaps will be filled?

- No significant gaps.

## **7. Consultation**

Describe what consultation has been undertaken on this function or policy, who was involved and the outcome.

The Ranskill Neighbourhood Plan has been subject to two rounds of formal public consultation, in accordance with Regulation 14 and 16 of the Neighbourhood Planning (General) Regulations 2012 (as amended). Additional consultation exercises have also been hosted by Parish Council with the local community and statutory bodies during the development of the Plan.

### **Head of Service**

I am satisfied with the results of the EIA.

### **Signature of Head of Service**



EIA Ref. NP-RNP-1122