Purpose of report

This report seeks Member approval to adopt the Cotterstock Village Design Statement as a statutory Supplementary Planning Document in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012: Regulation 14.

Attachment(s):

Appendix 1: Details of Consultees.

Appendix 2: Regulation 12(a) Statement – Representations received under Regulation 13: 29th July – 10th August 2020 inclusive and Changes arising from Regulation 13 Representations.

Appendix 3: Schedule of Representations received under Regulation 13: 29th July – 10th August 2020 inclusive and Changes arising from Regulation 13 Representations

1.0 Background

1.1 On 8th June 2020, the Planning Policy Committee approved the draft Cotterstock Village Design Statement (VDS) for consultation, with a view to its adoption as a statutory Supplementary Planning Document (SPD). The subsequent consultation took place over 6 weeks (26th June 2020 to 10th August 2020) and was undertaken in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 (Statutory Instrument 2012 No. 767): Regulations 11-13 and 35.

1.2 Officers have now reviewed the consultation responses under Regulation 13. In accordance with Regulation 12(a), this report gives consideration to the issues raised through the representations and provides a response to each of these matters, with a view to the Council’s adoption of the Cotterstock VDS as a statutory SPD.

1.3 Members are asked to consider:

- Representations received under Regulation 13;
- The main issues raised through the Regulation 13 consultation and the Council’s response to these;
- Proposed changes to the VDS arising from the consultation.

2.0 Representations received under Regulation 13

2.1 The consultation for the VDS took place over 6 weeks, from 26th June to 10th August 2020. An additional two weeks (over and above the statutory minimum 4 weeks) were allowed, to take account of the Covid-19 Pandemic National Emergency and the
summer holiday period. A total of 25 specific consultation bodies (including Oundle Town Council, Glapthorn Parish Council, and Tansor and Southwick Parish Meetings) were notified, together with a further 17 non-statutory consultees. In addition, a statutory Regulation 12 consultation notice was placed in the Nene Valley News – published on 27th June 2020. A Press Release circulated by the Council was reported on the Northants Telegraph’s website and Rushden Reporter online.

2.2 During the consultation period, 24 responses were received.

2.3 Representations were received from the following consultation bodies:

- Historic England
- Natural England
- Northamptonshire County Archaeological Service
- A representative of the VDS Group, on behalf of a resident
- Councillor Jake Vowles (resident of Cotterstock)

2.4 A further 19 representations were received from individual members of the public; all residents of Cotterstock village.

2.5 Full details of these representations (summary comments and responses) are set out below (3.1). A full list of consultees (bodies and individuals consulted) is set out at Appendix 1.

3.0 The main issues raised through the Regulation 12/13 consultation and the council’s response to these:

3.1 Comments received

A range of comments were received through the statutory Regulation 12 consultation. Comments from specific consultation bodies are summarised as follows:

- Historic England: No comments to make.
- Northamptonshire County Archaeological Service: Proposals for new development should always consider the potential for archaeological remains to be present, and that appropriate advice should be sought, and assessment undertaken where necessary. The buildings and design guidelines might be the best place to include something along those lines.
- Natural England: Broad, generic response / general guidance on biodiversity.
- Councillor Jake Vowles (resident of Cotterstock): noted the difficulty in gauging response due to the Covid-19 national pandemic and holiday season (a village meeting was not possible). However everyone that the Councillor had spoken to was in complete support of the document and there were no suggested modifications/ additions.
- The Cotterstock VDS Group provided detailed comments from a resident with regard to some minor factual changes.

3.2 18 households from the village submitted representations in support of the VDS. These included a number of statements in support of the document, including:

- We are in full agreement with its contents.
- We support the recommendations for managing development in and around Cotterstock.
- An excellent well thought out and comprehensive document.
- It clearly defines the strategy that the Village wishes to follow and adopt in relation to future developments of our Village and we urge the planning
authority to accept this document in its entirety.

- The statement has covered all aspects of the village in a well-informed way.
- A great deal of work has gone into it and it will hopefully carry weight in planning applications for the village and surroundings.
- Well written / establishes a good outline for future development with clear emphasis on quality housing and ‘filling in’.
- The VDS team has done a very good job of involving (or trying to) the whole community and set up multiple meetings and occasions for discussing and explaining the VDS.
- Hopefully the VDS will help to give the whole Cotterstock community a louder voice if and when there will be decisions to be made about the building or restructuring of new dwellings and infrastructure.

3.3 A further household submitted comments regarding infill development; that given that almost all the places where this in-filling would be prohibited by the preservation of the views and open spaces, an option would be to develop behind existing properties, away from the road; which has been adopted very successfully in Upper Benefield. One of the supporting representations also made reference to infilling, stating that whilst the need to consider increasing the number of dwellings within Cotterstock to meet ongoing demands was appreciated, this should only be on sites that would be classed as “infill” and should not, under any circumstances, be beyond the established built up area i.e. by extending the village to either the East or West of Cotterstock.

3.4 No responses were received from adjoining Town / Parish Councils, Parish Meetings, other statutory consultees or the 17 Agents / Architects consulted.

3.5 Council response

Consideration was given to each of the responses received. Appendix 2 sets out Council’s response to each comment in turn.

3.6 Anglian Water, Environment Agency, Historic England and Natural England were consulted as the main statutory consultees. The comments received from Historic England and Natural England are generic, rather than specific to the detailed contents of the document. These have been duly noted, but it was not deemed necessary to amend the document.

3.7 No response was received from Anglian Water or the Environment Agency.

3.8 Comments regarding factual or editorial corrections from one individual (submitted by the VDS Group, on behalf of the resident) have been noted. These changes will be incorporated into the document in order to improve clarity.

3.9 With regard to the suggestion that development should be to the rear of street-facing dwellings (i.e. backland development) to protect important views and vistas, this is not a matter for the Village Design Guide. Such amendments would be beyond the remit of this document, which is intended to supplement policy rather than change it, and is addressed under the Joint Core Strategy: Policy 8. This representation would be better directed at the proposed review of the Joint Core Strategy or emerging Local Plan Part 2.

4.0 Proposed changes to the VDS arising from the consultation

4.1 The consultation draft VDS (June 2020) has been fully reviewed. A small number of amendments have been made, arising from both the consultation responses and any
factual updates arising between June and August 2020.

4.2 Changes to the VDS, which should be incorporated into the document upon adoption, are fully set out at Appendix 3 to this report. These are shown in bold type and omitted text has been indicated by strikethrough. Each change arising from the consultation is also denoted with a comment and cross reference to Appendix 2.

4.3 The following amendments to the VDS (factual corrections) will be required for this to be adopted as a statutory SPD:

1. In the history section (3.11): the fire at Cotterstock Mill took place in 1968, not 1966.
2. In “Listed buildings” (3.19): Cotterstock Lodge: the Lodge itself is not listed, only the cottage alongside it and an adjoining barn.

5.0 Conclusion

5.1 This report is presented to the committee in order to enable the Cotterstock Village Design Statement to be adopted as a statutory SPD. It is recommended that the committee approves the VDS, with the proposed amendments, so that this can be adopted as an SPD.

6.0 Equality and Diversity Implications

6.1 There are no equality and diversity implications arising from the proposals at this stage. The Cotterstock VDS was supported by an Equalities Impact Assessment, which considered potential equality or diversity implications arising from the Plan.

7.0 Privacy Impact Implications

7.1 There are no privacy implications arising from this report. The consultation was undertaken and managed in accordance with the Council’s obligations under the 2018 Data Protection Act. Further details are set out in the Council’s privacy statements.

8.0 Health Impact Implications

8.1 There is no need to prepare a health impact assessment relating to this report as the purpose is only to seek committee approval to adopt the Village Design Statement (VDS) as a SPD.

9.0 Legal Implications

9.1 The preparation and adoption of SPDs will be undertaken in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 ("the Regulations"); Regulations 14. Otherwise, there are no legal implications arising from the proposals.

10.0 Risk Management

10.1 Once adopted, the Cotterstock Village Design Statement will form part of the development planning framework that the Council is required to prepare, as a SPD.

10.2 The six week consultation period is now complete and the small number of proposed changes to the document have been taken into consideration and reported back to this Committee for adoption.
11.0 Resource and Financial Implications

11.1 There are no direct resource and financial implications arising from this report.

12.0 Constitutional Implications

12.1 There are no constitutional implications arising from this report.

13.0 Customer Service Implications

13.1 The documents will be published online and made available to review in appropriate deposit points, where possible. However, the availability of hard copy versions of the document will be restricted due to the impact of Covid 19 national pandemic.

14.0 Corporate Outcomes

14.1 The relevant Corporate Outcomes are:

- Good Quality of Life – sustainable development, strong communities, high quality built environment, improved housing and public health;
- Effective Partnership Working – effective joint working with Town / Parish Councils and The Village Design group to ensure that the newly adopted Village Design Statement is used in decision making;
- Knowledge of our customers and communities – ensuring that the current development plan framework is correctly understood.

15.0 Recommendation

15.1 It is recommended that the Planning Policy Committee:


Reason – to formally adopt the Cotterstock Village Design Statement as a statutory local development document

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<tr>
<td></td>
<td>Other considerations: North Northamptonshire Joint Core Strategy 2011-2031, adopted July 2016 (Policy 8)</td>
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<td>National Planning Policy Framework (February 2019), section 12</td>
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Background Papers: Planning Policy Committee, 8th June 2020, Item 9

Person Originating Report: Anne Dicks Planning Policy Officer 01832 742044 adicks@east-northamptonshire.gov.uk

Date: 18.08.2020

CFO MO(deputy) 9.9.20

CX 9.9.20 D. Oliver
Details of Consultees

- Ashton Parish Council
- Fotheringhay Parish Meeting
- Southwick Parish Meeting
- Tansor Parish Meeting
- Glapthorn Parish Council
- Oundle Town Council
- Corby Borough Council – Head of Planning
- Kettering Borough Council – Head of Planning
- Huntingdonshire District Council – Head of Planning
- Peterborough City Council – Head of Planning
- Northamptonshire County Council – Highways
- Northamptonshire County Council – River Nene Regional Park
- Northamptonshire County Council – Flood and Water Management
- Northamptonshire County Council – NIA
- Northamptonshire County Council – Archaeology
- Northamptonshire County Council – Development Management
- North Northamptonshire Joint Planning and Delivery Unit
- East Northamptonshire Council – Development Management
- East Northamptonshire Council – Senior Conservation Officer
- East Northamptonshire Council – Tree and Landscape Officer
- Terrence Hodgkins Associates
- Marric Chartered Surveyors
- Harris McCormack Partners
- Michael Pawluk Architectural Services
- Andrew J Porter – Architectural Consultant
- SHMG Design Architecture
- Paul Bancroft Architects
- Berrys
- Henry H Bletsoe and Sons
- Blueprint Architectural Design
- CMPS
- McDonald Architects
- Stuart Hendry – Architect
- Jon Spencer Technical Drawing Services
- Sursham Tompkins and Partners
- Ross Thain and Co Ltd
- Cotterstock Village Design Group
- Cotterstock Parish Chair
- Design Council
- Environment Agency
- Historic England
- Natural England
Consultation Responses

Following the conclusion of the open consultation on the Cotterstock Village Design Statement, which ran from 26th June 2020 to 8th August 2020, a total of 8 responses were received.

The complete responses for are as follows:

<table>
<thead>
<tr>
<th>Respondent type</th>
<th>Individual</th>
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<tbody>
<tr>
<td>Reference number</td>
<td>CVDS/2020/001</td>
</tr>
<tr>
<td>Respondent organisation</td>
<td>n/a</td>
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<tr>
<td>Agent organisation</td>
<td>n/a</td>
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<tr>
<td>Response type</td>
<td>Comment</td>
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<tr>
<td>Comment</td>
<td>In response to your letter dated 17th June 2020, I have now taken the opportunity to carefully read the draft Statement and confirm that I am in full agreement with it’s contents.</td>
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<tr>
<th>Respondent type</th>
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<tbody>
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<td>Reference number</td>
<td>CVDS/2020/002</td>
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<tr>
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<tr>
<td>Agent organisation</td>
<td>n/a</td>
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<tr>
<td>Response type</td>
<td>Comment</td>
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<tr>
<td>Comment</td>
<td>We would wish to forward our thoughts on the Village Hall Design Statement:- The Village Hall Design statement appears to have covered all aspects in a well informed way regarding the village of Cotterstock. A great deal of work has gone into this and therefore we would hope that it will carry weight in any Planning Applications regarding the village and surrounding areas.</td>
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<thead>
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<tbody>
<tr>
<td>Reference number</td>
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<tr>
<td>Agent organisation</td>
<td>n/a</td>
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<tr>
<td>Response type</td>
<td>Comment</td>
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<tr>
<td>Comment</td>
<td>One of the residents of Cotterstock, [REDACTED] contacted me pointing out two points that need to be corrected in the Cotterstock VDS. One is in the history section. The fire at Cotterstock Mill took</td>
</tr>
</tbody>
</table>
place in 1968, not 1966. I apologise for this – it was a typo which crept in somehow without me noticing it. Secondly, regarding Cotterstock Lodge, she told me that Cotterstock Lodge itself is not listed, only a cottage alongside it and an adjoining barn. Sorry to have to ask you to make changes.

<table>
<thead>
<tr>
<th>Respondent type</th>
<th>Government (local, national or agency)</th>
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<tbody>
<tr>
<td>Reference number</td>
<td>CVDS/2020/004</td>
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<tr>
<td>Respondent organisation</td>
<td>Historic England</td>
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<td>Agent organisation</td>
<td>n/a</td>
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<tr>
<td>Response type</td>
<td>Comment</td>
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<tr>
<td>Comment</td>
<td>Many thanks for your email. Historic England have no comments to make on the proposed document.</td>
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<tr>
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<tbody>
<tr>
<td>Reference number</td>
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<td>Agent organisation</td>
<td>n/a</td>
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<tr>
<td>Response type</td>
<td>Comment</td>
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<tr>
<td>Comment</td>
<td>It is hard to get any reaction from residents whilst the current restrictions are still in place. We cannot hold a Village Meeting but everyone has had a copy and all of those to whom I have spoken over the past 4 weeks have been in complete support of the document. No one has suggested any modifications, alterations or additions in that time. Whether you will get many representations I do not know but I am sufficiently confident to put this forward for adoption at the next PP Meeting-whenever that might be.</td>
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<tr>
<td>Reference number</td>
<td>CVDS/2020/006</td>
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<tr>
<td>Respondent organisation</td>
<td>Natural England</td>
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<tr>
<td>Agent organisation</td>
<td>n/a</td>
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<tr>
<td>Response type</td>
<td>Comment</td>
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</tbody>
</table>
| Comment               | Thank you for your consultation on the above dated 19 June 2020, which was received by Natural England on 19 June 2020. Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development. Natural England welcomes design guidelines that respect, and where possible, enhance the character and local distinctiveness of the surrounding natural and built environment; use natural resources more sustainably; and bring benefits for the local community, for example through green space provision and access to and contact with nature.

The following is offered as general advice which we would expect to have been considered in the preparation of a Town or Village Design Statement: |
### Landscape
To preserve the wider landscape character of area, the Town or Village Design Statement should recognise and give appropriate consideration to the impact of the design statement on protected landscapes such as National Parks and Areas of Outstanding Natural Beauty (AONB), if the town or village is within or adjacent to one.

Landscape Character Assessments (LCA) provide a context for looking at possible changes and for seeking to ensure that the countryside character is protected and enhanced. Local area LCAs and those for protected landscapes (where applicable), should be cross-referenced as they are a useful tool to ensure that the Village Design Statement makes a positive contribution in terms of design, form and location, to the character and functions of the landscape, and avoids any unacceptable impacts. Following the principles of LCA at a local scale helps to capture the significant features, style and patterns of settlement and setting within the landscape and key views in and around the village. National Park and AONB Management Plans can also provide useful information for design statements within or adjoining protected landscapes.

Natural England is revising the suite of 159 National Character Area (NCA) profiles to make environmental evidence and information easily available to a wider audience. NCA profiles are guidance documents which include a description of the key ecosystem services provided in each character area and how these benefit people, wildlife and the economy. They identify potential opportunities for positive environmental change and provide the best available information and evidence as a context for local decision making and action.

The revised and current NCA profiles are available on the NCA pages of our website for you to refer to. The complete series of revised profiles will be published by April 2014.

### Green Infrastructure and Sustainable Design
Green infrastructure is a term used to refer to the living network of green spaces, water and other environmental features in both urban and rural areas. It is often used in an urban context to cover the benefits including space for recreation, access to nature, flood storage and urban cooling to support climate change mitigation, food production, wildlife habitats and health & well-being improvements provided by trees, rights of way, parks, gardens, road verges, allotments, cemeteries, woodlands, rivers and wetlands.

Green infrastructure is also relevant in a rural context, where it might additionally refer to the use of farmland, woodland, wetlands or other natural features to provide services such as flood protection, carbon storage or water purification. Green infrastructure maintains critical ecological links between town and country.

The Design Statement could usefully promote high quality and multifunctional green infrastructure. Natural England’s Green Infrastructure Guidance provides an introduction to delivering green infrastructure at the micro and neighbourhood scale.
through features such as street trees, green facades and green roofs, where consistent with the local character. These features can be extremely important in increasing ecological connectivity between green spaces, particularly when footpaths and green corridors are not feasible.

**Biodiversity**

The Design Statement should have recognised and referenced designated wildlife sites and other biodiversity assets in the immediate area, such as protected species, ecological networks, habitats and green spaces. Design guidelines should respect, and where possible, enhance the town or village’s local and neighbouring biodiversity resources. The Town and Country Planning Association has produced a practical and design orientated Biodiversity by Design guide to achieving high levels of biodiversity in developments, which may be of use. When preparing the Design Statement, your local Wildlife Trust and local environmental record centre should have been consulted, and local and national Biodiversity Action Plans should be referenced where relevant.

**Community Engagement**

As an organisation, we are committed to involving the community in our work, ensuring that local people and the organisations that support them are consulted at the earliest possible stage. We are keen to see this principle adopted as part of the village design statement formulation process so that local people have a chance to contribute to the development of the statements from the outset.

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**Respondent type**  Government (local, national or agency)

**Reference number**  CVDS/2020/007

**Respondent organisation**  Northamptonshire County Council – Archaeology

**Agent organisation**  n/a

**Response type**  Comment

**Comment**

I wouldn’t have a great deal to add really, except to say (as I do with CAAs) that proposals for new development should always consider the potential for archaeological remains to be present, and that appropriate advice should be sought, and assessment undertaken where necessary. The Buildings and design guidelines might be the best place to include something along those lines.

The NCC Archaeological Advice Service can assist with advising prospective developers if needed.

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**Respondent type**  Individual

**Reference number**  CVDS/2020/008

**Respondent organisation**  n/a

**Agent organisation**  n/a

**Response type**  Comment

**Comment**

Thanks for the Village Design Statement document. It is very well written and I think establishes a good outline for the potential for further development in Cotterstock going
forward with clear emphasis on quality housing and 'filling in'. One overriding thought that occurred to me however, was that given the above, almost all the places where this filling can happen would be prohibited by the preservation of the views and open spaces. While I understand and support the need to retain these vistas, it does create a quandary on how to provide further development. One option would be for example to develop behind existing properties away from the road. This has been adopted very successfully in Upper Benefield for example. Otherwise it appears difficult to make any significant progress.
ACTIONS PLAN
SCHEDULE OF PROPOSED CHANGES TO DRAFT COTTERSTOCK VILLAGE DESIGN STATEMENT (VDS)

Updates to the Cotterstock VDS draft text arising from draft Cotterstock VDS consultation 26th June 2020 – 10 August 2020

Relevant extracts of substantive Cotterstock VDS text amendments are shown as tracked changes. Points or issues raised, but where no changes are considered to be necessary, are also shown in the table below.

<table>
<thead>
<tr>
<th>Paragraph/ Policy/ Table reference</th>
<th>Comment/ issue</th>
<th>Proposed amendment</th>
<th>Action/ justification</th>
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</thead>
</table>
| n/a                               | Minor amendments | The following types of amendments will be made to the document as/ where these are needed:  
  - Grammatical corrections  
  - Minor factual updates  
  - Minor wording changes to supporting text; e.g. to ensure consistency, or changes arising from other more substantive changes to the document  
  - Policy/ Figure/ Table numbering, cross referencing and headings | Editorial amendments, to prepare the draft document for publication |

Contents

<table>
<thead>
<tr>
<th>Contents page</th>
<th>Details/ amount of information included within Contents</th>
<th>[Contents] Include further details within contents page:</th>
<th>Addition of referencing, to provide further clarity</th>
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<tr>
<td>Paragraph/ Policy/ Table reference</td>
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<tr>
<td>Foreword</td>
<td>Background information and direction within Foreword Representation number: CVDS/2020/003</td>
<td>[Foreword – revised text] Cotterstock Mill 3.11 The first written reference to Cotterstock Mill is in a survey of 1280. Sadly in 1966-1968 Cotterstock Mill was badly burnt in a fire, and the Mill Office on the opposite side of the road from the mill itself was completely destroyed. <strong>Listed buildings</strong> 3.19 In addition to St Andrew’s Church, there are 13 homes that are in Grade I or II listed buildings, as well as seven small structures that are also listed (Map 2). • Cotterstock Lodge • Cottage and Barn at Cotterstock Lodge</td>
<td>Factual amendments to the text from the VDS Group, as highlighted by a resident; two points that need to be corrected. One is in the history section. The fire at Cotterstock Mill took place in 1968, not 1966. Secondly, regarding Cotterstock Lodge, she told me that Cotterstock Lodge itself is not listed, only a cottage alongside it and an adjoining barn.</td>
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<tr>
<td>Representation No.: CVDS/2020/0008</td>
<td>Representation: One representation concerned the matter of in-fill development: as almost all the places where this filling can happen would be prohibited by the need to preserve the views and open spaces. “While I understand and support the need to retain these vistas, it does create a quandary on how to provide further development. One</td>
<td>This would be a strategic change of Policy and is not a matter for the Village Design Guide. Such amendments would be beyond the remit of this document, which is intended to supplement policy rather than change it, and is addressed under the Joint Core Strategy:</td>
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<td>option would be for example to develop behind existing properties away from the road. This has been adopted very successfully in Upper Benefield for example.”</td>
<td>Policy 8. This representation would be better directed at the proposed review of the Joint Core Strategy or emerging Local Plan Part 2</td>
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