



Congleton Town Council

Historic market town

Town Clerk: **BRIAN HOGAN**



10th June 2013

Dear Councillor

Planning Committee Meeting - Thursday 18th July 2013

You are requested to attend a meeting of the Planning Committee to be held in the Town Hall, High Street, Congleton, on **Thursday 18th July 2013** commencing at **7 p.m.**

The Public and Press are welcome to attend the meeting. There may be confidential items towards the end of the meeting which the law requires the Council to make a resolution to exclude the public and press.

Yours sincerely

Linda Minshull
Civic Administration Officer

AGENDA

1. Apologies for absence

(Members are reminded of the necessity to give apologies in advance of the meeting and to give reasons for absence)

2. Minutes of Last Meeting

To confirm the minutes of the Meeting of the Committee held on 27th June 2013 (copy enclosed).

3. Declarations of Disclosable Pecuniary Interest

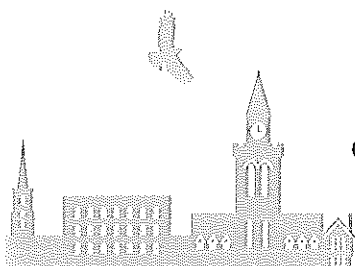
Members are requested to declare both "non pecuniary" and "pecuniary" interests as early in the meeting as they become aware of it.

Congleton
beartown
where friends are made

Congleton Town Council, Town Hall, High Street, Congleton, Cheshire CW12 1BN

Tel: 01260 270350 Fax: 01260 280357

Email: info@congletontowncouncil.co.uk www.congleton-tc.gov.uk



4. Outstanding Actions

None

5. Planning Applications

To make observations as may be necessary on planning applications submitted to Cheshire East Borough Council.

NOTE i) Lists for weeks ending 28th June and 5th July 2013 (copy enclosed).

ii) List for subsequent weeks will be circulated at the meeting when received.

6. Planning Appeals

To note or comment as appropriate on planning appeals lodged with Cheshire East Borough Council.

7. Licensing Applications

To note or comment as appropriate on licensing applications lodged with Cheshire East Borough Council.

8. Highways Issues

To consider consultations received on highways matters which may be received before the meeting.

Addition of Footpaths numbers 78, 79, 80 and 81 – Congleton (copy information and map enclosed)

9. Staffordshire Moorlands Development Plan

To note or comment on the above document (copy information enclosed).

10. Cheshire East Report to Identify Potential Gypsy and Traveller Accommodation

To consider the above report (copy enclosed).

11. Any Other Business

To: Members of the Council Press 3, Burgesses 4.

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 27th JUNE 2013

PRESENT Councillor L. D. Barker (Chairman)
Mrs. D. Allen
P. Bates
R. I. Brightwell
D. T. Brown
J. S. Crowther
G. R. Edwards
G. P. Hayes
Mrs. A. M. Martin
D. Murphy
Mrs. J. D. Parry

1. **APOLOGIES**

Apologies for absence were submitted from Councillors G Baxendale, Ms. L. Bours, Mrs. S. A. Holland, D. A. Parker, N. T. Price, Mrs. E. Wardlaw, G. S. Williams and Miss R. K. Williams.

2. **MINUTES**

PLN/7/1314 RESOLVED: That the Minutes of the Meeting of the Committee held on 13th June 2013 be approved and signed by the Chairman as a correct record.

3. **DECLARATIONS OF INTEREST**

Members were reminded to declare both "non pecuniary" and "pecuniary" interests as early in the meeting as they become known.

Councillor D. T. Brown declared a "non pecuniary" interest due to his membership of Cheshire East Council and also due to his membership of the Strategic Planning Committee. Councillor Brown did not vote on any items.

4. **OUTSTANDING ITEMS**

There were none.

5. **PLANNING APPLICATIONS**

PLN/8/1314 RECOMMENDED: That the following comments be made to East Cheshire Borough Council:

Week ended 14th June 2013

13/2320C	17 Garden Street, Congleton	NO OBJECTION
13/2375C	Rear of Windyways, 134 Canal Road, Congleton, CW12	NO OBJECTION
Subject to Cheshire East checking environmental issues in respect of the proposed chimney		
13/2341D	Rear of 74 Lawton Street, Congleton, CW12 1RS	NO OBJECTION

13/2276T 28 Linksway, Congleton, CW12 3BS
requested to ensure the preservation of the tree if possible

Cheshire East be

Additional List

13/2547C 61 Longdown Road, Congleton

NO OBJECTION

6. **PLANNING APPEALS**

None to report.

7. **LICENSING APPLICATIONS**

None to report.

8. **HIGHWAYS ISSUES**

Concerns were expressed regarding the position of the speed restrictions on the Manchester Road. Previous discussions had indicated that these would be moved and the Town Clerk was requested to contact Cheshire East Highways to obtain an update of progress and report back to the Committee.

It was reported that complaints had been received regarding pallets and bins blocking the road at Havannah Street. The Town Clerk was requested to inform Cheshire East of problems on Havannah Street with obstructing the highway.

Councillor Brightwell highlighted the ongoing problems with serious traffic congestion in the Town. It was reported that congestion would increase due to the construction of a large number of new dwellings and the redevelopment of the Town Centre. Councillor Brown provided information on the timescale of plans for the proposed Link Road and offered to make a presentation on this project at a future meeting. The Town Clerk was requested to make appropriate arrangements.

9. **ANY OTHER BUSINESS**

It was reported that there had been a public consultation to view information on a development at Waggs Road, Congleton. The Town Clerk was requested to arrange for a presentation to be made to the Town Council.

It was reported that correspondence dated 25th June 2013 had been received from Kidsgrove Town Council reporting their concerns regarding proposed large housing developments, particularly on Padgbury Lane. They offered their support to the Town Council if it is required.

It was stated that residents had reported health concerns and problems with smells of burning from the industrial estate at Buglawton on Hancock Road. The Town Clerk was requested to request Cheshire East Environmental Department investigate these issues.

L. D. Barker (Chairman)

Planning Applications Registered Weekly List
Week ending 28/06/2013

SOUTH AREA

1 *

	App No	Registration Date	Case Officer	Ward
Delegated Agenda	13/2497C	21 June 2013	Nick Hulland	Congleton East
Applicant	Mr & Mrs Graham			
Agent	NEILL MURRAY			
Location	33, PARK LANE, CONGLETON, CW12 3DG			
Proposal	Prior approval of conservatory attached to kitchen and lounge to rear of property extending 3.66m beyond the rear wall, maximum height of 4m and eaves height of 3.3m			
Comments Deadline	15 July 2013			

2

	App No	Registration Date	Case Officer	Ward
24.07.13 - Southern Planning Committee	13/2501C	26 June 2013	Philippa Cockroft	Congleton West (2011)
Applicant	Astbury Mere Development Ltd			
Agent	FROST PLANNING LTD			
Location	Land off A34 Newcastle Road, Congleton, Cheshire,			
Proposal	Erection of up to 9no. residential dwellings (Outline) with all matters reserved except for access			
Comments Deadline	24 July 2013			

3 *

	App No	Registration Date	Case Officer	Ward
Delegated Agenda	13/2561C	20 June 2013	Adam Barnes	Congleton West (2011)
Applicant	Mr Peter Goodier			
Agent	G B S DESIGN SERVICES			
Location	86, LONGDOWN ROAD, CONGLETON, CW12 4QR			
Proposal	Attic conversion with front and rear dormer windows, to provide two extra bedroom			
Comments Deadline	18 July 2013			

4 *

	App No	Registration Date	Case Officer	Ward
Delegated Agenda	13/2622T	20 June 2013	Anne Donkin	Congleton West (2011)
Applicant	MR G LO			
Agent	Mr A Carvell			
Location	CHOP STIX 58, LAWTON STREET, CONGLETON, CW12 1RS			
Proposal	Removal of 2 Sycamore trees and 1 Multi Stemmed Ash tree			
Comments Deadline				

Planning Applications Registered Weekly List
Week Ending 05.07.2013

South Area

5

	App No	Registration Date	Case Officer	Ward
11.09.13 - Strategic Planning Board	13/2604C	25 June 2013	Tim Poupard	Congleton West (2011)
Applicant	Bovis Homes			
Agent				
Location	LOACHBROOK FARM, SANDBACH ROAD, CONGLETON, CW12 4TE			
Proposal	Reserved matters application for access/appearance/landscaping/layout and scale on outline application 11/0736C - Redevelopment of land for up to 200 dwellings, community facilities and associated infrastructure			
Comments Deadline	31 July 2013			

6 *

	App No	Registration Date	Case Officer	Ward
Delegated Agenda	13/2657C	24 June 2013	Adam Barnes	Congleton East
Applicant	Mr & Mrs McNulty			
Agent				
Location	Georgie House Farm, 53 MOSS ROAD, CONGLETON, CW12 3BN			
Proposal	Proposed First Floor Extensions Over Existing Double Garage.			
Comments Deadline	26 July 2013			

09 JUL 2013



Mr B Hogan
Congleton Town Council
Town Hall
High Street
Congleton
CW12 1BN

Public Rights of Way Team
2nd Floor, Old Building
Municipal Buildings
Earle Street
Crewe
CW1 2BJ

Phone: 01270 686029
Fax: 01270 686186
jennifer.tench@cheshireeast.gov.uk

DATE: 8th July 2013

OUR REF: CO/8/28

YOUR REF:

Please Contact: Jennifer Tench

Dear Mr Hogan

The Cheshire County Council (Definitive Map and Statement for the Borough of Congleton) (Addition of Footpaths Numbers 78, 79, 80 and 81, Congleton) Modification Order 2007

An Inspector appointed by the Secretary of State for Environment, Food and Rural Affairs has confirmed the above Order.

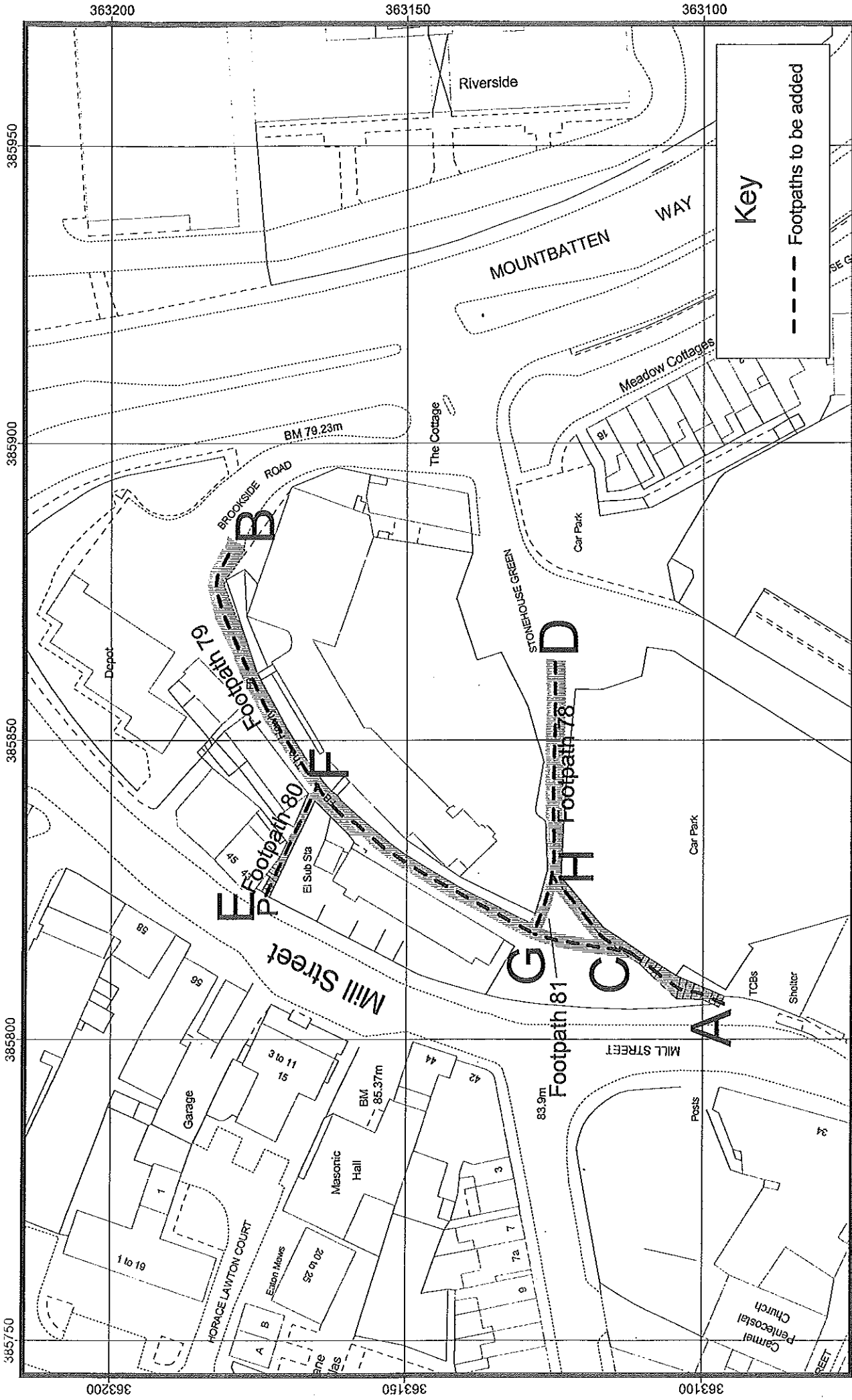
Notice of confirmation of the Modification Order is enclosed along with a copy of the confirmed order.

The Notice will appear in the Congleton Chronicle on 11th July 2013, any application to the High Court must be made within 42 days of this date as detailed in the Notice.

Yours sincerely

A handwritten signature in black ink, appearing to read "J. Tench", written over a horizontal line.

Jennifer Tench
Definitive Map Officer
Tel: 01270 686158

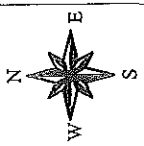


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Drawing no
Mo/529A

Wildlife and Countryside Act 1981 The Cheshire County Council
(Definitive Map and Statement for the Borough of Congleton)
Addition of Footpaths No 78, 79, 80 and 81, Congleton)
Modification Order 2007



Localism Act 2011 Part 112 Subsections 7B & 7C
NOTICE OF CONSULTATION ON MAIN MODIFICATIONS TO REVISED CORE STRATEGY
24TH JUNE TO 5TH AUGUST 2013

Following the Hearing Sessions relating to the examination of the Council's Revised Core Strategy conducted by an independent Planning Inspector in February 2013, a range of 'main' modifications to the plan have been identified in order to make it sound. This postcard is intended to notify you of consultation on these main modifications giving you the opportunity to comment if you wish to. Representations may be made electronically or in writing and must be sent to Freepost RRLJ-XCTC-JBZK, Regeneration Manager, Staffordshire Moorlands District Council, Moorlands House, Stockwell Street, Leek ST13 6HQ to be received by 5.00pm on Monday 5th August 2013. Representations received will be considered by the Inspector before he produces his final report. ***This consultation is restricted to the proposed Main Modifications only. Representations received on other parts of the plan which have not been modified will not be accepted.***

All associated documents, including the Revised Submission Core Strategy, a schedule of the proposed main modifications, a summary document, a sustainability appraisal report, additional supporting evidence and a representations form can be viewed on the District Council's website at www.staffs Moorlands.gov.uk/sm/cs-main-modifications

A copy of the main documents are also available for inspection during normal office hours at Moorlands House, Stockwell Street, Leek; Cheadle One Stop Shop, High Street, Cheadle; and Biddulph One Stop Shop, Town Hall, High Street, Biddulph as well as Biddulph Library, Werrington Library & Blythe Bridge Library. If you require further information or advice regarding this consultation please contact the Forward Plans team on 01538 395570 or forward.plans@staffs Moorlands.gov.uk

*Note – Please contact the Council on the above telephone number or email address if you no longer wish to be kept informed about new planning policy documents and we will remove your details from our database.

Report to Planning Committee Meeting

18th July 2013

Cheshire East Borough Council is required to assess the need for Gypsy and Traveller Accommodation in its area and travelling through its area to facilitate the provision of pitches to meet any identified need.

The Borough Council as part of a proactive approach has commissioned the consultants Peter Brett Associates to carry out a study to identify potential Gypsy and Traveller and Travelling Showperson sites in Cheshire East to meet the identified need in the Gypsy and Traveller Accommodation Assessment. The study is anticipated to be completed by the end of August. This study is to be carried out in accordance with a robust methodology and in an open and transparent way.

As part of the first stage of this study, Cheshire East would like to obtain the views of the Town Council on the proposed methodology for this study (attached).

Additionally, there is a 'call for sites' process by which sites can be considered for Gypsy and Traveller and Travelling Showpersons uses. A proforma for this process is also attached.

Comments on the methodology and/or suggested potential sites should be sent to:

Sharon Jefferies
sjefferies@peterbrett.com
Peter Brett Associates
10 Queen Square
Bristol
BS1 4NT

Town and Parish Councils

Westfields
Middlewich Road
SANDBACH
Cheshire
CW11 1HZ

Tel: 01270 685893
E-mail: localplan@cheshireeast.gov.uk

Date: 26 June 2013 Please Contact: Peter Brett Associates – Contact Details below

Dear Clerk,

Re Study to Identify Potential Gypsy and Traveller and Travelling Showperson Sites in Cheshire East – Call for Sites and Consultation on Methodology

The Borough Council is required to assess the need for Gypsy and Traveller Accommodation in its area and travelling through its area to facilitate the provision of pitches to meet any identified need.

In terms of assessing accommodation needs, in 2007, a Gypsy and Traveller Accommodation Assessment (GTAA) was undertaken for the sub-region of Cheshire, Halton, Warrington and St Helens. It identified a need of:

- Up to 10 transit pitches for Gypsy and Travellers
- 37 to 54 additional permanent residential pitches for Gypsy and Travellers; and
- 4 additional plots for Travelling Showpeople in the period to 2016

The GTAA is currently being updated on behalf of the sub region. The findings of which are expected at the end of this year.

Additional guidance provided by Central Government through the Planning Policy for Traveller sites (to be read in conjunction with the National Planning Policy Framework) requires Local Authorities to identify and maintain a 5 year supply of Gypsy and Traveller and Travelling Showperson sites.

The Council as part of a proactive approach has commissioned the consultants Peter Brett Associates to carry out a study to identify potential Gypsy and Traveller and Travelling Showperson sites in Cheshire East to meet the identified need in the GTAA. The study is anticipated to be completed by the end of August.

The Council takes its responsibilities for making adequate provision for Gypsies and Travellers very seriously. It is committed to working proactively to ensure there is adequate accommodation for Gypsy and Travellers.

The unacceptable alternative is a reactive approach whereby the Council has to respond to unauthorised developments. The Council has already seen examples whereby a lack of pitch provision has resulted in unauthorised developments obtaining planning permission at appeal.

There will be a number of stages to the study to identify potential Gypsy and Traveller and Travelling Showperson Sites in Cheshire East but, in summary, it will involve collating a long list of sites from various data sources. These sites will then be tested against a number of criteria to derive a shorter list. These will then be assessed in more detail. The outcome of this process will be a list of sites considered suitable and deliverable by Peter Brett Associates as part of other recommendations to the Council.

Any sites identified through this process which are taken forward will require planning permission and will be subject to further public consultation. It should be noted that if a site is shortlisted in the report it does not necessarily mean that that site will be allocated, or that planning permission will necessarily be given for the site.

The study is to be carried out in accordance with a robust methodology and in an open and transparent way.

As part of the first stage of this study, we would like to obtain your views on the proposed methodology for this study.

Additionally, there is a 'call for sites' process by which you can submit a site/s to be considered for Gypsy and Traveller and Travelling Showpersons uses. If you know of any potential sites then please complete and return the proforma.

Comments on the methodology and/or suggested potential sites should be sent to:

Sharon Jefferies
sjefferies@peterbrett.com
Peter Brett Associates
10 Queen Square
Bristol
BS1 4NT

Further information on this study can be accessed via the Cheshire East website

http://www.cheshireeast.gov.uk/housing/strategic_housing/gypsies_and_travellers.aspx

The closing date for this consultation is 5pm Friday 2nd August 2013

Thank you.

Yours faithfully

Adrian Fisher

Corporate Manager, Economic Intelligence and Spatial Planning

Cheshire East Council

**Gypsy, Traveller and
Travelling Showpeople
Accommodation Sites
Assessment**

**Consultation on the Method for the
Assessment of Sites Report**

Project Ref: 27420/001

Doc Ref: R001/rev00

June 2013

Peter Brett Associates LLP

10 Queen Square

Bristol

BS1 4NT

T: 0117 9281560

F: 0117 9281570

E: bristol@pba.co.uk



Gypsy, Traveller and Travelling Showpeople Accommodation Needs Assessment
Consultation on the Identifying Criteria for Site Selection Report

Document Control Sheet

Project Name: Gypsy, Traveller and Travelling Showpeople Accommodation Needs Assessment

Project Ref: 28417/001

Report Title: Consultation on the Method for the Assessment of Sites Report

Doc Ref: R001/rev00

Date: June 2013

	Name	Position	Signature	Date
Prepared by:	Sharon Jefferies	Consultant		18/06/2013
Reviewed by:	Paul Jobson	Associate		18/06/2013
Approved by:	John Baker	Partner		19/06/2013
For and on behalf of Peter Brett Associates LLP				

Revision	Date	Description	Prepared	Reviewed	Approved
001	19/06/2013	Final Methodology	SJ	PJ	JB

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Gypsy, Traveller and Traveling Showpeople Accommodation Needs Assessment
Consultation on the Identifying Criteria for Site Selection Report

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Appendices

Appendix 1: Design Templates

1 Introduction and Background

1.1 Introduction

- 1.1.1 Cheshire East Council published the Gypsy and Traveller Accommodation Assessment in July 2007, which concluded the need throughout Cheshire East for Gypsy, Traveller and Traveller Showpeople sites.
- 1.1.2 The Council have appointed Peter Brett Associates LLP (PBA) to provide advice on the delivery of pitches, which will help to identify sites required to meet the needs assessment. The objective of the study is to identify as many sites as possible that are considered suitable, available and achievable. This will include an assessment of sites identified by the traveller communities and other stakeholders as possible locations for new pitches, available public land, promoted sites and intensification and expansion of existing sites.
- 1.1.3 The results of this study will inform the development of relevant policies and allocations for inclusion in the emerging Site Allocations Development Plan Document (DPD) and to guide the consideration of future planning applications for Gypsy, Traveller and Travelling Showpeople sites.

1.2 Background

- 1.2.1 Gypsies and Travellers have lived in Britain for at least 500 years and probably longer. For the purposes of the planning system, Gypsies and Travellers means:

"Persons of nomadic habit of life whatever their race or origin, including such persons who on grounds only of their own or their family's or dependents' educational or health needs or old age have ceased to travel temporarily or permanently, but excluding members of an organised group of Travelling Showpeople or circus people travelling together as such."
(Planning policy for traveller sites, CLG, March 2012).

- 1.2.2 Many Gypsies and Travellers continue to pursue an active itinerant lifestyle and are generally self-employed people. However, increasingly communities are becoming more settled.
- 1.2.3 Gypsies and Travellers are not a uniform homogeneous community, but rather a group of communities which share some features but have their own histories and traditions. Even within each main group there is fragmentation between different families which emphasises the lack of a cohesive community and the need to avoid over generalisations. However, the main cultural groups include:
- Romany Gypsies;
 - Irish Travellers; and
 - New Travellers.

Gypsy, Traveller and Travelling Showpeople Accommodation Needs Assessment Consultation on the Identifying Criteria for Site Selection Report

1.2.4 Romany Gypsies and Irish Travellers are recognised in law as distinct ethnic groups and are legally protected from discrimination under the Race Relations Acts.

1.2.5 Travelling Showpeople have traditionally been involved in holding fairs and circuses for many hundreds of years. For the purposes of the planning system, Travelling Showpeople means:

"Members of a group organised for the purposes of holding fairs, circuses or shows (whether or not travelling together as such). This includes such persons who on the grounds of their family's or dependent's more localized pattern of trading, educational or health needs or old age have ceased to travel temporarily or permanently, but excludes Gypsies and Travellers as defined above." (Planning policy for traveller sites, CLG, March 2012).

1.2.6 The Government published a new policy statement *Planning policy for traveller sites* in 2012, replacing Circulars 01/2006 and 04/2007 to address future accommodation needs of Gypsies, Travellers and Travelling Showpeople because the previous planning policy arrangements had failed to deliver adequate sites to meet identified needs over the previous 10 years.

1.2.7 Local planning authorities are currently required to identify and allocate sufficient sites to meet the needs of these groups within their local plans. This means that when delivering sites consideration is required to which sites are available and suitable for different types of the travelling community.

1.3 This Report

1.3.1 This report sets out the development of site selection criteria and the identification of sites as follows:

- Outlining site selection criteria and method for identifying potential sites for Gypsy, Traveller and Travelling Showpeople.
- Development of site selection criteria to undertake robust assessment of the sites, in relation to national and local policies and existing guidance and constraints, as well as meeting the needs of existing Gypsies, Travellers and Travelling Showpeople.

1.3.2 This is a draft report setting out the site selection criteria and methodology to be discussed with the Council, RSLs and the Gypsy, Traveller and Travelling Showpeople community for comment. The finalised site selection criteria and methodology will then be used to assess all sites identified for potential use.

2 Identifying Sources of Sites to be Assessed for Gypsy, Traveller and Travelling Showpeople

2.1 Introduction

2.1.1 This section sets out the sources of sites will we apply the site criteria assessment against.

2.2 Identifying Potential Sites

2.2.1 Potential sites will be established from a review of information relating to:

- *Call for Sites* - We will produce a site proforma for landowners to submit sites. The Council will publicise both the study and the Call for Sites exercise on the website. We will send out an e-mail and the site proforma to contacts agreed with the Council, but are likely to include: land agents, planning agents, RSLs, public bodies;
- *Existing authorised, unauthorised and tolerated sites and encampments and sites subject to full, temporary or personal consents or certificates of lawful use* - We will investigate the potential to regularise, implement, intensify or extend, existing Gypsy and Traveller sites and permissions;
- *Sites owned by Gypsies and Travellers and Travelling Showpeople* -We will follow up any sites identified by Gypsies and Travellers during the fieldwork interviews of the GTAA and contact planning agents known to represent Gypsies and Travellers to identify any additional sites;
- *Surplus public sector land* - We will review Council landholdings and discussions will be held with Council officers and other public stakeholders to establish potential sites for survey;
- *Vacant, underused and derelict land* - We will identify land from all relevant registers;
- *Sites from previous and current land studies* - Sites examined for their housing or employment potential but not accepted or delivered, will be investigated;
- *Housing allocations and potential urban extensions* - The scope for identifying land within larger housing allocations to meet the objective of achieving mixed and balanced communities;
- *Sites owned by Housing Associations (RSLs)* - Our experience in other areas is that housing associations could provide an important source of sites as well as providing potential partners for ongoing site ownership and management;
- *Landowners* - We will contact local agents to identify any potential from land held by private landowners or large estates;
- *Settlement analysis* -We will identify potential sites from a review of OS maps and physical and policy constraints within the Cheshire East.

3 Identifying Criteria for Site Selection and Assessment

- 3.1.1 Based upon our review of available policy, guidance, the identification site needs and requirements, and physical constraints, we have identified a series of site criteria for discussion and agreement with the Council. We will use these to assess potential sites and to inform recommendations regarding future site criteria for assessing future planning applications.
- 3.1.2 Account will be taken of national policy, as contained within *Planning policy for traveller sites* (CLG, 2012) and existing and emerging local policy, as contained within adopted and draft Local Plans. Account has also been taken of the existing pattern and distribution of need for Traveller provision as set out in the new Gypsy and Traveller Accommodation Needs Assessment.
- 3.1.3 Within the overall policy framework, the general approach to identifying appropriate site selection criteria will be to build upon the national planning policy framework:
- Is the site available?
 - Is the site suitable?
 - Is the site achievable?
- 3.1.4 A key consideration, based upon national policy, has been that criteria should be "fair and should facilitate the traditional and nomadic life of travellers while respecting the interests of the settled community" (*Planning policy for traveller sites*, paragraph 10). Criteria should be clear and transparent and unambiguous. Many previous studies and local plan criteria based policies across the country have used very restrictive criteria which have prevented many reasonable sites from coming forward.
- 3.1.5 We have taken account of the various criteria from the following sources including:
- 'Planning policy for traveller sites', CLG, March 2012
 - Adopted and emerging local policy in Cheshire East;
 - The Showmen's Guild of Great Britain 'Model Standard Package';
 - 'Designing Gypsy and Traveller Sites', CLG, May 2008; and
 - The views of the travelling communities identified through the last needs assessment.

Gypsy, Traveller and Traveling Showpeople Accommodation Needs Assessment Consultation on the Identifying Criteria for Site Selection Report

- 3.1.6 For the purposes of the site assessment process, we have identified the following broad site criteria:

Table 4.1: Broad Site Criteria

Availability		There is evidence that the landowner is willing to sell; and/or There is evidence that a developer is interested in developing. There is confidence that there are no legal or ownership problems, such a multiple ownerships, ransom strips, tenancies or operational requirements which are not capable of being overcome. The site is publicly owned and therefore deemed potentially suitable unless identified in a plan or strategy for another use.
	Policy Constraints	The site is not within an international environmental designation. The site does not compromise the objectives of nationally recognised designations.
	Physical Constraints	The site is not at high risk of flooding which cannot be mitigated. The site is not located on unstable land. The site is not located on contaminated land which cannot be mitigated. The site has good road access. The site is in reasonable proximity to local services and facilities.
	Potential impacts	Development and use of the site will not have an adverse impact upon the landscape nor biodiversity or the historic environment. The site is not subject to unacceptable noise levels nor is it likely to give rise to unacceptable noise levels. The site will have a good residential environment and will not adversely impact upon neighbouring residential amenity.
Achievability		Constraints identified are capable of being overcome. Any abnormal costs do not prejudice the ability of the site to be developed.

- 3.1.7 These broad site criteria have been developed and applied in two stages. The first stage in the assessment process involves the application of broad suitability criteria, including identifying any absolute constraints, together with an initial investigation of likely availability.

3.2 Stage 1 Suitability and Availability Matrix

- 3.2.1 The first stage in the assessment process involves the application of broad suitability criteria, including absolute constraints, together with an initial investigation of likely availability.
- 3.2.2 The application of broad suitability criteria will sieve out immediately sites which are likely to fail on the grounds of contravening major constraints such as being within international environmental designations or within the boundaries of scheduled ancient monuments, etc.
- 3.2.3 Availability will be identified through this study as a key criterion. With regard to existing occupied sites we will either discuss the future availability of the sites to accommodate additional pitches/plots or to expand with current owners/occupants or we will have regard to the results of the needs assessment and the detailed interviews held with site occupants, if available from the last GTAA work.
- 3.2.4 The initial assessment of site suitability and availability will be summarised in a matrix, as set out below. We have used a traffic light approach, identifying where sites do not satisfy criteria in red, where criteria may be capable of being satisfied in yellow and where criteria are satisfied in green. Table 4.2 overleaf sets out the Stage 1 Assessment Matrix.

Gypsy, Traveller and Traveling Showpeople Accommodation Needs Assessment
Consultation on the Identifying Criteria for Site Selection Report

Table 4.2: Stage 1 Assessment Process

Criteria	Designation/Issue	Red (Site does not satisfy criteria)	Yellow (Criteria may be capable of being satisfied)	Green (Criteria are satisfied)
Flood Zone	Environment Agency Indicative Flood Mapping and SFRA Area at Risk of Flooding	The site is within flood zone 3 and not suitable for Gypsy and Traveller use.	The site is affected by Flood Zones 2 requiring further investigation (and application of policy tests).	The site is not affected by identified areas of indicative flood mapping or is located in Flood Zone 1.
Environmental Designations	Special Protection Area RAMSAR Site Site of Special Scientific Interest Area of Outstanding Natural Beauty Site of Nature Conservation Importance	The site is covered by an international designation.	The site is within the buffer of an international designation and could therefore have a negative impact. The site is covered by a national or local designation or is within close proximity and could therefore have a negative impact.	The site is not within an international, national or local environmental designation or within its buffer.
Landscape	Area of Outstanding Beauty	n/a	The site is within the AONB and could therefore have a negative impact requiring further investigation.	The site does not have an impact on the AONB.
Contamination or Unstable Land Issues	Land contamination or unstable land issues	The site is located on or adjacent a landfill site or the land is as unstable, and the land has been identified as unsuitable for residential use.	The site is potentially contaminated or unstable and requires further investigation.	There are no known contamination or unstable land issues.
Noise Issues	Noise issues relating to existing land uses or transport corridors	n/a	The site is located adjacent noisy land uses, which requires further investigation.	There are no noisy adjacent land uses and therefore no noise impact on the site.
Residential Amenify	Location of site in relation to existing dwellings	n/a	The site is adjacent existing dwellings and requires further investigation.	There are no adjacent dwellings and therefore no impact on residential amenity.
Archaeology	Scheduled Ancient Monument (SAM)	The site is covered by or is	The site could have a negative impact	The site is not within or close to any

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and Conservation	Sites of Archaeological Importance Conservation Area Listed building	within close proximity of a SAM designation.	upon archaeology or the historic environment, requiring further investigation.	archaeological or historic environment designations.
Availability	Promoted sites, public land ownership, etc.	The owner has confirmed that the site is not available, nor is it likely to be available in the future.	Site availability is unknown and requires further investigation.	There is evidence that the landowner is willing to sell or develop the site as a Traveller site. Public owned sites deemed potentially available for Gypsy and Traveller use.

- 3.2.5 All sites which do not receive a “red” at **Stage 1** will be considered further at **Stage 2**. **Stage 2** involves a more detailed assessment of suitability issues and an examination of achievability issues. Potential capacity and delivery issues will also be investigated.

3.3 Stage 2 Detailed Site Assessment

- 3.3.1 All shortlisted sites will be visited by the consultant team, working in groups of 2. We are used to recording information and assessing sites in a consistent way and will record site details and surroundings using a standard proforma. Photographs of sites will be taken to aid in site identification.
- 3.3.2 If required, a landscape appraisal of all sites which lie outside of built up areas will be undertaken by Chris Enderby Associates.
- 3.3.3 **Stage 2** involves a more detailed assessment of suitability and an examination of achievability issues. A further examination of availability was also undertaken at this stage.
- 3.3.4 Further investigations of suitability centred upon:
- **Availability** – we will contact landowners and identify whether sites will be made available and any potential legal or ownership constraints;
 - **Suitability** – we will assess each site against the agreed criteria which are likely to be broadly grouped into policy requirements, physical constraints and potential impacts; and
 - **Achievability** – we will identify potential abnormal site constraints needing to be rectified which may affect viability and any potential alternative uses likely to affect deliverability.
- 3.3.5 **Stage 2 Matrix**, in table 4.3, below provides the details for how we will assess each site relating to suitability, availability and achievability. Each site will have a site proforma providing more detailed information, including a site map.
- 3.3.6 An accessibility assessment will be undertaken looking at the proximity of the site to key services and facilities, including primary school and General Practice Surgery. No site will be rejected purely because of distance to facilities. PBA will use the Council master planning accessibility principles to consider the relative merits of sites in terms of distance to facilities.
- 3.3.7 All issues of potential achievability identified will be subject to investigations where possible, with recommendations on how they can be addressed.
- 3.3.8 All sites that are considered suitable, available and achievable will be subject to an initial broad assessment of the capacity of the site in terms of the number of pitches or plots which could be provided on site. This will take account of:
- Size and shape of site and character of the adjoining area;
 - ‘Designing Gypsy and Traveller Sites’, CLG, May 2008; and

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- Any relevant planning history; Templates of good layouts developed by Peter Brett Associates.

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Table 4.3: Application of site assessment criteria

Draft criteria	Stage at which criteria considered	Designation/Issue	Reject	Accept but further investigation/mitigation required	Accept
Availability	Stage 2	Site promoted by landowners and agents Public land Existing sites	Site not available for Gypsy, Traveller or Travelling Showpeople use. There are known legal or ownership problems, such as multiple ownerships, ransom strips, tenancies or operational requirements which cannot be resolved. Public land has been identified in another plan / strategy for another use.	There continues to be doubt over whether the site is genuinely available for Gypsy, Traveller or Travelling Showpeople (GTS) use after further investigations.	There is evidence that the landowner is willing to sell and/or a developer is interested in developing within the timeframe of the Local Plan. There are no known legal or ownership problems, such as multiple ownerships, ransom strips, tenancies or operational requirements which are not capable of being overcome within the timeframe of the LDP. Public site is not identified plan or strategy for another use.
Suitability	Stage 2	Contaminated Land Unstable Land	Contains an area of unstable or contaminated land that is likely to undermine the site's suitability and achievability.	Could contain unstable or contaminated land that should be subject to further investigation.	Not located on unstable land. Not located on contaminated land.
Topography	Stage 2	Topography	Steep slopes which make the site unsuitable and/or unachievable.	Sloping or undulating land which may require works to achieve a suitable development.	Level or gently sloping site.

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Site access and safety	Stage 2	Access Proximity to major roads	Poor access and/or road of poor standard. Likely to be subject to safety issues from surrounding uses incapable of mitigation	Access poor but capable of being improved. Road of adequate or good standard. Likely to be affected by safety issues but this is capable of mitigation.	Adequate or good access off adequate or good standard of road. Not affected by safety issues.
Accessibility to facilities	Stage 2	Access to facilities: GP Surgery Primary School Shop Access to public transport: Bus stop or route Train station	NA	NA	(Actual distances to be measured to facilities).
<i>Potential impacts</i>					
Landscape	Stage 2	Landscape impact and visual containment	Unacceptable impact of site upon landscape not capable of mitigation.	Impact capable of mitigation. Potential cumulative impact with other identified sites.	No unacceptable impact on landscape.
Biodiversity / Protected Species / Important hedgerow	Stage 2	Impact on biodiversity resources or known protected species Site of Special Scientific Interest Local Nature Reserve Geological Conservation Review Site Sites of Importance for Nature Conservation	Significant effect and unacceptable impact of site upon ecology or protected species or habitats not capable of mitigation where no overriding public interest.	Impact capable of mitigation. Potential cumulative impact with other identified sites.	No significant effect or unacceptable impact on ecology, protected species or habitats.
Historic environment	Stage 2	Scheduled Ancient Monuments Listed Buildings Historic Parks and	Adverse impact upon a designation not capable of mitigation.	Adverse impact on a designation but this is capable of mitigation.	No adverse impact on any designation.

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		Gardens Conservation Areas Heritage assets (local lists)			
Water quality	Stage 2	Groundwater Source Protection Zone	Unacceptable risk to the supply and quality of water resources. Likely to be adversely affected by noise pollution from surrounding uses that could make for an unacceptable residential environment.	Risk to the supply and quality of water resources capable of mitigation.	No risk to the supply and quality of water resources.
Noise	Stage 2	Noise pollution from surrounding uses e.g. road, rail and air transport	Close proximity to existing adjacent uses esp. residential properties where any potential impact (light, visual, noise, traffic) on adjoining uses is not reasonably capable of mitigation.	Likely to be affected by noise pollution but this is capable of mitigation.	Not affected by noise issues.
Residential amenity (Impact of site on adjoining uses)	Stage 2	Relationship with existing adjacent uses	Close proximity to existing adjacent uses esp. residential properties but any potential impact (light, visual, other disturbance) on adjoining uses is capable of mitigation.	Close proximity to existing adjacent uses esp. residential properties but any potential impact (light, visual, other disturbance) on adjoining uses is capable of mitigation.	Unlikely to adversely affect existing adjoining uses.
Residential amenity (Impact of adjoining uses on site)	Stage 2	Relationship with existing adjacent uses	Close proximity to existing adjacent uses and any potential impact from these uses (light, visual, other disturbance) on the site is not reasonably capable of mitigation.	Close proximity to existing adjacent uses but any potential impact from these uses (light, visual, other disturbance) on the site is capable of mitigation.	Unlikely to be adversely affected by existing adjoining uses.
Achievability	Stage 2	Deliverability Viability	Has hope value for housing and/or other land uses. Extensive buildings on site requiring demolition. Other constraints incapable of resolution without considerable expense.	Site constraints capable of being overcome but where extent and cost of mitigation are unclear at this stage.	In a location where housing development is contrary to spatial policy. No site constraints needing to be overcome.

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- 3.3.9 A desk based accessibility assessment will also be undertaken. Using GIS, we will map accessibility to key community facilities (subject to this information being available).
- 3.3.10 **Sites with no potential** sets out those sites which were rejected at **Stage 2** and the reasons for rejection.
- 3.3.11 **Sites with potential** sets out the detailed site assessment results for those sites considered potentially suitable, available and achievable for future provision.
- 3.4 **Stage 2 Suitability and Achievability Reports**
- 3.4.1 **Stage 2** involved a more detailed assessment of suitability and an examination of achievability issues. A further examination of availability was also undertaken at this stage.

Appendix 1: Design Templates

EXAMPLE OF 1-2 PITCH PRIVATE SITE (0.14 acres)

Use of existing landscaping (such as mature hedgerows) is desirable, particularly if it encourages biodiversity (generally native species) and is low maintenance. It affords a good level of privacy and security without the defensive/hostile nature of gates, walls and fences. That said, each site will need to be designed with the appropriate security measures in mind as per the Police's 'Secure By Design' Principles. There will be considerable difference in these needs between urban and rural locations, for example.

A secure/lockable shed should be provided for storage of things like bicycles and other large but portable equipment. Size is dependent on needs, but there should be sufficient space for each member of the family to have a bicycle as well as any other gardening equipment.

Ideally sites would provide space play and/or food growing. In this instance this area of land could also accommodate a further pitch if necessary, though that would of course restrict the play and food growing to the small open space on each pitch.

[illegible]

Some families will also have need of grazing land for their horse(s). Minimum spaces are for 1 horse to 1 acre (or 0.5 acre for ponies or horses under 14.2 hands)

Living quarters should generally not be overlooked by neighbours so some further hedging may be necessary.

Government guidance suggests that amenity buildings should include:

- water closet (basin, toilet, bath/shower)
- (open plan) kitchen/dining/living area
- secure storage space for harmful substances/medicines
- enclosed storage for food, broom, washing/cleaning items
- space for cooker, fridge/freezer & washing machine

We suggest also that a large porch, veranda or other covered outdoor space would be useful given the limited indoor living space and the relatively high levels of cloud cover and precipitation in this country.

Access routes will need to accommodate all vehicles that need access to the site. In this case tracking would need to be carried out to ensure that there is sufficient turning space (on hard standing if regularly moved) for a large mobile home. Standards for refuse and fire truck access will need to be met too. Again, in this case space for safe stopping only is needed as the site is small enough to ensure that distance to refuse collection points and hose length standards are met. These standards and others can be found in Building Regulations and Manual for Streets

5

2

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N

[illegible]

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We suggest also that a large porch, veranda or other covered outdoor space would be useful given the limited indoor living space and the relatively high levels of cloud cover and precipitation in this country.

Sheet No. 2

2

3

CALL FOR SITES

Assessment of Potential Sites for Gypsies, Travellers and Travelling Showpeople - Site Proforma

Background

Cheshire East Council is seeking information on potential sites for future use by Gypsies, Travellers and Travelling Showpeople in the local authority area. The work is being co-ordinated by the Council's planning consultants, Peter Brett Associates.

Please complete one site proforma for each site which you would like to be considered for future Gypsy, Traveller or Travelling Showpeople use.

We are most interested in hearing about new potential sites, although we would also like to know if there are any existing Gypsies, Travellers and Travelling Showpeople sites where you believe there is potential for intensification or extension.

Definitions:

There are two main types of Gypsy and Traveller sites:

- Permanent sites – providing residents with a permanent home.
- Transit sites – permanent sites used to provide only temporary accommodation for their residents. Maximum lengths of stay can vary but are usually set between 28 days and three months.

Permanent and transit sites can vary in size, although they should be at least large enough to accommodate one pitch. A pitch is an area of land where a Gypsy or Traveller household can reside; typically this may contain a building, parking space and one or more caravans with sufficient space to enable the easy manoeuvrability of caravans up to 20 metres in length. The site must be accessible by vehicles and be served, or be capable of being served, with water, electricity, drainage and sanitation.

Travelling Showpeople sites - Sites normally accommodate both residential and business uses, including the storage and repair of fairground equipment. Larger sites are often subdivided into individual family 'plots' or 'yards'. The site must be accessible by large vehicles and be served, or be capable of being served, with water, electricity, drainage and sanitation. Guidance is set out in the "Model Standard Package" (Showmen's Guild, 2007).

Please be aware that the submitted details cannot be treated as confidential.

Section 1 – Site Details

Please enclose a site plan on an OS base, showing

- Site boundaries
- Access point(s) to serve the proposed development
- Surrounding features (e.g. road names) to ensure the site can be clearly identified

1. **Site Address:**

2. **Area (hectares or acres):**

3. **Current Use:**

4. **Can the site be viewed from public vantage points (road or footpaths)?**

Yes	<input type="checkbox"/>	Go to Q6
No	<input type="checkbox"/>	Go to Q5

5. **If No, please provide contact details of the person with whom access to the site should be arranged:**

Section 2 – Land Ownership and Control

6. **Is the site, including the proposed means of access, in a single ownership or control?**

Yes	<input type="checkbox"/>	Go to Q8
No	<input type="checkbox"/>	Go to Q7

7. **If No, please show the extent of the different ownerships and the extent of any land options on a site plan.**

8. **Have any Gypsies or Travellers or Travelling Showpeople expressed an interest in living on the site?**

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>

9. **Is the site currently for sale?**

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>

10. *Is the site realistically affordable for traveller use?*

Yes	
No	

11. *What type of site are you looking to promote?*

Permanent	
Transit	
Travelling Showpeople	

Section 3 – Your Contact Details

12. *Name:*

13. *Company:*

14. *Address:*

15. *Phone number:*

16. *Email:*

17. *Client (if appropriate):*

18. *Date:*

19. *Are you*

Agent /Planning consultant		Go to Q21
Landowner		Go to Q22
Registered social landlord		Go to Q21
Developer		Go to Q21
Other		Go to Q20

20. *If 'Other', please specify below*

--

21. *If you are not the landowner, do you have the landowners' authority to promote this site as a potential site for Gypsies and Travellers or Travelling Showpeople?*

Yes	
No	

ADDITIONAL INFORMATION:

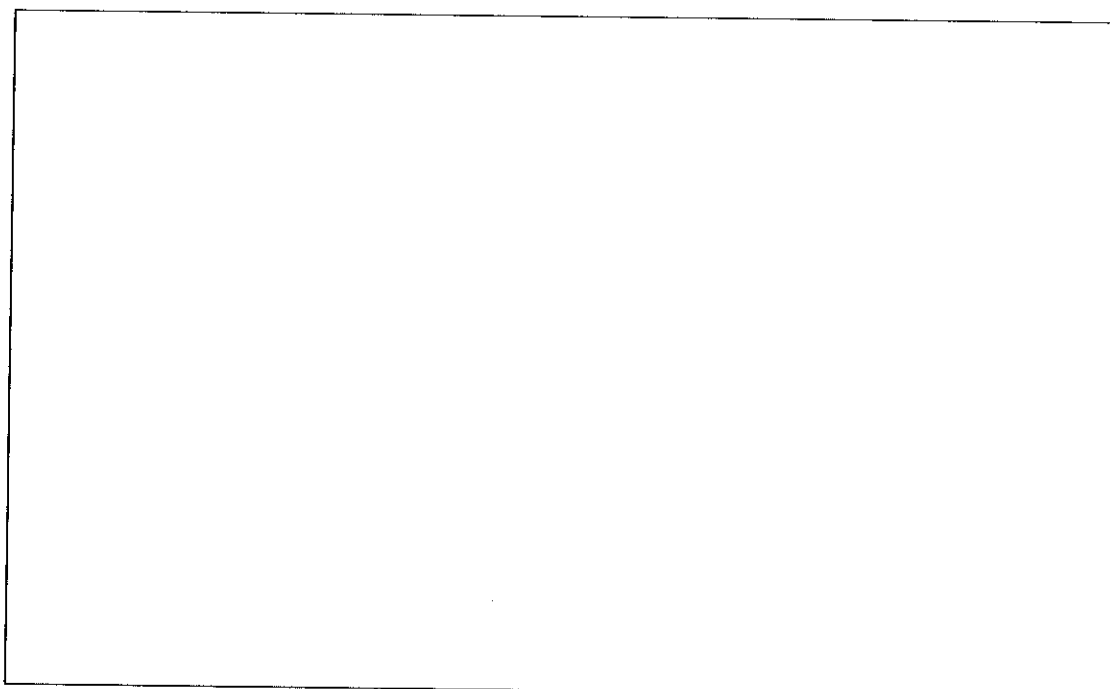
Any further information you can provide about the site would be very useful.
Please complete as many of the following sections as you can.

Section 4 - Constraints

22. *Which of these constraints apply to the site?*

Access	
Adjacent uses	
Ancient Woodland	
Contamination/pollution	
Flood risk	
Ground conditions (e.g. drainage)	
Infrastructure (e.g. utilities)	
Land ownership	
Landscape impact	
Legal (covenants, options etc)	
Listed building(s)	
Scheduled Ancient Monument	
Noise/Light/Air pollution	
On-site hazards (e.g. Japanese Knotweed, pylons)	
Proximity to industrial/ waste/ refuse sites	
Protected species/habitats	
Relocation of existing uses	
Trees/hedgerows	
Topography	
Tree Preservation Order(s)	
Other	

23. *Please provide details of the identified constraints, and possible ways to overcome them. These could also be provided on the map of the site.*



Section 5 - Facilities and utilities

Based on your assessment:

24. *To the best of your knowledge, are these services available on site?* Please tick if available

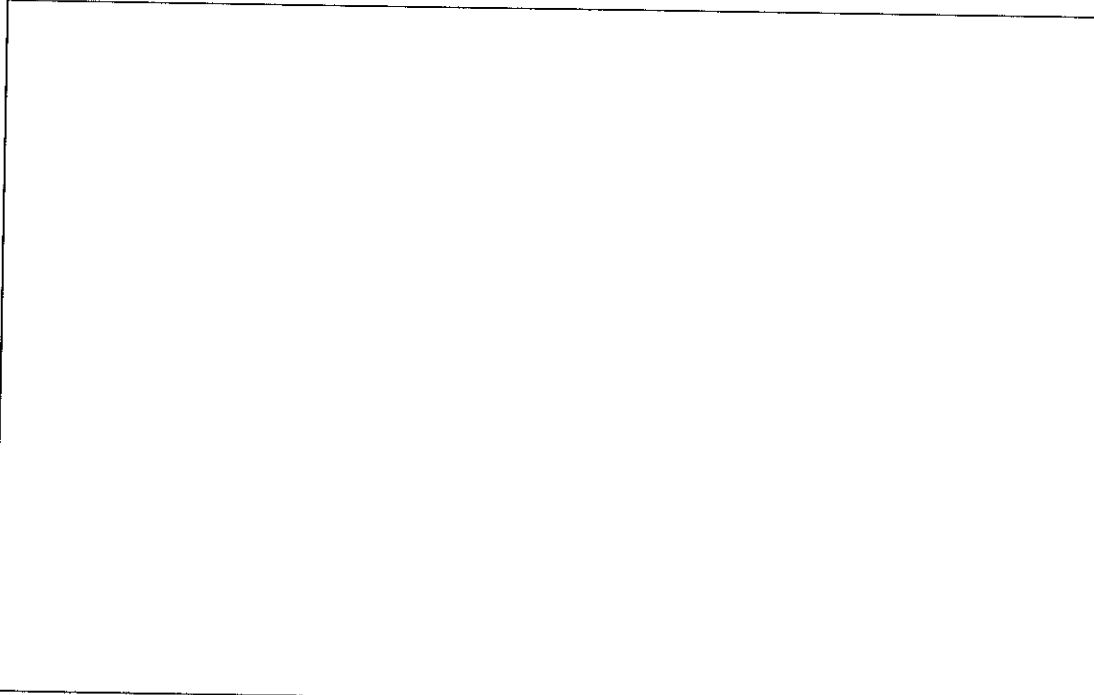
Water	
Sewerage	
Electricity	
Gas	

25. *Where is the closest local facility to the site?* Please identify location of facility and distance from site

	Settlement or neighbourhood (name) and distance
Shop	
Primary school	
Doctors/GP surgery	
Bus stop	

Section 7 – Additional Information

26. Please provide any additional information below.



Thank you for this information. Please return your completed proforma, preferably by email, to reach **Peter Brett Associates** by Friday 2nd August 2013.

By email to: sjefferies@peterbrett.com

By post to: Sharon Jefferies
Peter Brett Associates
10 Queen Square
Bristol
BS1 4NT

***Please don't forget to enclose a clear site plan.
Thank you!***