



Penrith Town Council

Unit 1, Church House, 19-24 Friargate, Penrith, Cumbria, CA11 7XR
Tel: 01768 899773 Email: deputytownclerk@penrithtowncouncil.co.uk

DATE: 27 November 2018

Dear Councillor

You are hereby summoned to attend a meeting of the:

PLANNING COMMITTEE

to be held on:

Monday 3 December 2018, 2.00 pm - 3.00 pm the Boardroom, Penrith
Town Council Offices, Unit 1, Church House, 19-24 Friargate, Penrith

Mrs V. Tunnadine

TOWN CLERK

*(Please Note: Under the Openness of Local Government Bodies
Regulations 2014 this meeting has been advertised as a public meeting
and as such could be filmed or recorded by broadcasters, the media or
members of the public)*

When it is proposed to consider the following business:-

AGENDA FOR THE PLANNING COMMITTEE

3 December 2018

2.00 PM – 3.00 PM

**the Boardroom, Penrith Town Council Offices, Unit 1, Church House,
19-24 Friargate, Penrith**

1. Apologies for Absence

To receive apologies from members.

2. Minutes of the Previous Meeting

To authorise the Chairman to sign the Minutes of the Meeting of the Planning Committee held on 5 November 2018 as a true record.

3. Declaration of Interests and Dispensations

To receive any declarations of interest by elected or co-opted Members of any disclosable pecuniary or other registrable interests relating to any items on the agenda for this meeting and to decide requests for dispensations. Members are reminded to make any declarations at any stage during the meeting if it becomes apparent that this may be required when a particular item or issue is considered

Note: *If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the clerk in advance of the meeting*

4. Public Participation

Members of the public who have requested in writing to speak prior to the meeting, are invited to speak on matters related to the agenda for up to three minutes.

5. Public Bodies (Admission to Meetings) Act 1960 – Excluded Item

To consider whether any agenda items should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2.

6. Highways Issues

To receive a verbal update on a number of Highways Issues that the Town Council raised with Cumbria County Council.

7. Cumbria Joint Health and Wellbeing Strategy 2019-2029

To consider the draft Cumbria Joint Health and Wellbeing Strategy (<https://cumbria.citizenspace.com/>) and to provide comments on any issues related to the Neighbourhood Plan. Comments from the Planning and CCEG Committees will be amalgamated and ratified by Council on 28 January 2019.

8. Council Plan Monitoring

To note the revised workplan.

9. 2019-2020 Draft Budget

To consider the attached report of the Responsible Financial Officer and make comments on the draft budget which will be considered by the Finance Committee

10. Planning Applications

a) Delegated Responses – To Note

Planning Application Number:	18/0881
Site Address:	BRUNSWICK SQUARE GARDEN AREA PENRITH CA11 7LL
Description:	1) Pruning all trees as necessary to provide 2.5m clearance over paths and up to 5m over road; 2) Prune Beech and Lime to clear street lamp; 3) Remove shoot growth from 2 Lime trees; 4) Annual shaping of Hollies, Cypress and Yew; 5) Remove Laburnum with split stem; Penrith Conservation Area.

Response: No objection – all works have been suggested and approved by the Tree Officer

Planning Application Number:	18/0865
Site Address:	LAND BEHIND 13-14 CYPRESS WAY PENRITH CA11 8UN
Description:	Group of 3 Ash trees: Remove trees and replace with new suitable trees (Alder or Birch); Tree Preservation Order No 125, 2006, Carleton Heights, Penrith (Group 2). Reasons: Trees are remnant hedgerow trees and display a number of structural defects; stem bifurcation being the most significant. The presence of the three Trees is not suitable with the new housing in the longer term.

Response: No objection, Work to be carried out after bird breeding season as per advice provided by DEFRA 'Under Section 1 of the Wildlife and Countryside Act 1981 (as amended), wild birds are protected from being killed, injured or captured, while their nests and eggs are protected from being damaged, destroyed or taken. In terms of tree felling the main mitigation route to reduce the likelihood of harm to breeding birds is to undertake clearance or destruction of any vegetation or structure which may be used as a breeding site outside the bird breeding season when breeding birds are unlikely to be present (based upon habitat features) or where survey work has confirmed their absence. The bird breeding season will be dependent upon weather conditions and will vary from year to year, but in general is the period between early March and late August.

Planning application number: 18/0873
Site address: 29 WORDSWORTH STREET PENRITH CA11 7QY
Description: Remove T1 Birch and T2 Cherry; Penrith New Streets Conservation Area.

Response: No Objection but would like to see some replacement planting for the Cherry Tree

Planning application number: 18/0740
Site address: 1 CEDAR CLOSE PENRITH CA11 8TJ
Description: Non material amendment comprising of addition of render to upper floor of extension attached to approval 18/0084.

Response: No objection, although others in the short terrace aren't rendered matching the brick might be impossible. Houses opposite in the same road are mostly render and some are a mixture of render and brick making this acceptable.

Planning application number: 18/0826
Site address: CORNER HOUSE 36 VICTORIA ROAD PENRITH CA11 8HR
Description: Change of use of guest house and premises to residential.

Response: No Objection

b) Planning Applications for Consideration

To consider the following applications for which information can be found on the Eden District Council Website <http://eforms.eden.gov.uk/fastweb/search.asp> by inserting the appropriate planning reference number.

Planning application number: 18/0913
Site address: 1 NEWTON HOUSE NEWTON ROAD PENRITH CA11 9EE
Description: Demolition of former care home and erection of 54 apartments for assisted living with ancillary communal rooms.

Planning application number: 18/0915
Site address: 1 COMMON GARDEN SQUARE PENRITH NEW SQUARES PENRITH CA11 7FG
Description: Advertisement consent for 10 non illuminated signs.

Planning application number: 18/0938
Site address: 2 HUNTLEY AVENUE PENRITH CA11 8NS
Description: Proposed alterations and extension.

11. Neighbourhood Plan

To receive a verbal update on the work being undertaken for the Neighbourhood Plan.

12. Next Meeting

To consider the date of the next meeting of the Planning Committee Meeting is scheduled to be held 7 January 2019.

13. Legal Issues

To ask CALC to lobby on legal issues.

Exclusion of the Press and Public

To consider whether agenda item 13 Legal Issues should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2.

To disclose decisions would be a breach of the Council's obligations under the Data Protection Act 1998 and is considered exempt under Section 100A(4) of the Local Government Act 1972, members of the public (including the press) should be excluded from the meeting during discussion of the of items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 to Schedule 12A of the Act, information relating to the financial or business affairs of any particular person (including the authority holding that information).

For the attention of the Planning Committee

Councillor S Jackson

Chairman

Councillor P Baker

Vice-Chairman

Councillor G Bowen

Councillor R Kenyon

Councillor R Burgin – Standing Deputy

For information to all other Councillors

Councillor J Briggs

Councillor M Clark

Councillor P Donald

Councillor D Lawson

Councillor M Thorley

Councillor D Whipp



Penrith Town Council

Unit 1, Church House, 19-24 Friargate, Penrith, Cumbria, CA11 7XR
Tel: 01768 899773 Email: deputytownclerk@penrithtowncouncil.co.uk

Minutes of the meeting of the:

PLANNING COMMITTEE

Held on: Monday 5 November 2018, Unit 1, Church House, 19-24 Friargate, Penrith.

PRESENT:

Cllr Jackson - Chairman
Cllr Baker – Vice Chairman
Cllr Bowen
Cllr Kenyon

Deputy Town Clerk

MINUTES FOR THE PLANNING COMMITTEE

5 November 2018

2.00PM – 2.45 PM Unit 1, Church House, 19-24 Friargate, Penrith

PL/18/43 Apologies for Absence

There were no apologies for absence for this meeting.

PL/18/44 Minutes of Previous Meeting

Members **RESOLVED** that the minutes of the meeting of the Planning Committee held on 1 October 2018 be signed by the Chairman as a true and accurate record.

PL/18/45 Declarations of Interest and Dispensations

Members were asked to disclose their interests in matters to be discussed whether disclosable pecuniary or other registrable interest, and to decide requests for dispensations.

There were no declarations of interest made at the meeting.

PL/18/46 Public Participation

A member of the public had requested in writing to make representations regarding a planning application (18/0829) which would be considered later in the agenda. It was agreed that the member of the public present should speak immediately prior to the application being considered.

PL/18/47 Public Bodies (Admissions to Meetings) Act 1960 – Excluded Items

RESOLVED that there were no agenda items to be considered without the presence of the press and public, pursuant to the Public Bodies (Admissions to Meetings) Act 1960 Section 2

PL/18/48 Cumbria County Council 2018/19 Speed Limit Review for the Eden Area

The Committee considered the documentation from Cumbria County Council which detailed proposed extensions to the current speed limit. It was proposed to extend the 20mph on Pategill and the 40mph on the A686 past Carletonhill to the layby.

RESOLVED that a response be returned to Cumbria County Council supporting the proposed speed limit extensions in Pategill and through Carleton but reiterating the view, previously expressed, that the speed limit on the A686 through Carleton should be reduced to 30mph due to the additional traffic that will be generated by the new housing developments in the area.

PL/18/49 Planning Applications

a) Delegated Responses

Planning Application Number: 18/0543
Site Address: 27 ALBERT STREET PENRITH CA11 7XA
Description: Listed building consent for replacement of roof apex window.

Proposed Response: No objection although a listed building the apex window is barely able to be seen and difficult to access to maintain. This alteration ensures that the house is weatherproof and habitable.

Planning application number: 18/0613
Site address: 62 ARTHUR STREET PENRITH CA11 7TU
Description: Fell Holly tree overhanging neighbour's garden; Penrith New Streets Conservation Area.

Proposed Response: No objection although would like work carried out after prefer works to be carried out after bird breeding season as per advice provided by DEFRA 'Under Section 1 of the Wildlife and Countryside Act 1981 (as amended), wild birds are protected from being killed, injured or captured, while their nests and eggs are protected from being damaged, destroyed or taken. In terms of tree felling the main mitigation route to reduce the likelihood of harm to breeding birds is to undertake clearance or destruction of any vegetation or structure which may be used as a breeding site outside the bird breeding season when breeding birds are unlikely to be present (based upon habitat features) or where survey work has confirmed their absence. The bird breeding season will be dependent upon weather conditions and will vary from year to year, but in general is the period between early March and late August.

Planning application number: 18/0430
Site address: 8 WORDSWORTH TERRACE DROVERS LANE PENRITH CA11 7QT
Description: Listed building consent for 4no. replacement double glazed sliding sash timber windows

Proposed Response: No objection

Planning Application Number: 18/0633
Site Address: 7 SKIRSGILL GARDENS PENRITH CA11 7EP
Description: Two Storey Side Extension, Single Storey Rear Extension and Loft Conversion with Dormer Windows.

Proposed Response: No objection

Planning Application Number: 18/0652
Site Address: 13 GRAHAM STREET PENRITH CA11 9LG

Description: Two storey rear extension.

Proposed Response: No objection, not dissimilar to other extensions on the same street

Planning application number: 18/0578

Site address: CARLETON HILL FARM PENRITH CA11 8TZ

Description: Agricultural building.

Proposed Response: No objection however to reduce visual impact from Beacon Edge in particular as well as local housing developments would prefer roof to be green coloured rather than natural.

Planning Application Number: 18/0716

Site Address: LAND AT COWRAIK BEACON EDGE PENRITH CA11 8SW

Description: Outline application for one dwelling with all matters reserved.

Proposed Response: Objection, proposal is for market led housing within open countryside with no justification for dwelling against current and emerging local plan

Planning application number: 18/0707

Site address: 16 KING STREET PENRITH CA11 7AJ

Description: Change of use from hairdressing salon to chiropractic clinic.

Proposed Response: No objection, signage must be in keeping with the age and location of the building in the conservation area.

Planning application number: 18/0684

Site address: 28 SALKELD ROAD PENRITH CA11 8RA

Description: Alterations & new timber balcony.

Proposed Response: No objection

Planning application number: 18/0723

Site address: PENRITH RAILWAY STATION ULLSWATER ROAD PENRITH CA11 7JQ

Description: A single, freestanding, double sided map and information board.

Proposed Response: No objection – could it be located nearer the boundary wall and hedge?

Planning application number: 18/0702

Site address: PELE COURT FRIARGATE PENRITH CA11 7XT

Description: T1 Ash: Mature tree with sparse crown indicating declining vigour - sectional

fell/dismantle to ground level; Group 1, Sycamore: Fell to ground level two outer stems to reduce crowded growth and promote growth of remaining central stems; Group 2, Sycamore and Ash: Fell to ground level Sycamore closest to lamp post and prune/ reduce crown on opposite side (towards Pele Court building) to maintain overall symmetry and balance; Group 3, Sycamore : Prune/ crown raise in order to increase clearance underneath; Penrith Conservation Area.

Proposed Response: No objection although would like work carried out after prefer works to be carried out after bird breeding season as per advice provided by DEFRA 'Under Section 1 of the Wildlife and Countryside Act 1981 (as amended), wild birds are protected from being killed, injured or captured, while their nests and eggs are protected from being damaged, destroyed or taken. In terms of tree felling the main mitigation route to reduce the likelihood of harm to breeding birds is to undertake clearance or destruction of any vegetation or structure which may be used as a breeding site outside the bird breeding season when breeding birds are unlikely to be present (based upon habitat features) or where survey work has confirmed their absence. The bird breeding season will be dependent upon weather conditions and will vary from year to year, but in general is the period between early March and late August.

Replacement of T1 Ash tree is desirable with another Ash or native species.

Planning application number: 18/0744

Site address: 31 ST ANDREWS VIEW PENRITH CA11 7YF

Description: Listed Building Consent for roof repairs.

Proposed Response: No objection

Planning application number: 18/0797

Site address: 74 MILNER MOUNT PENRITH CA11 8HA

Description: Demolition of flat roofed utility, erection of 2 storey side extension and porch.

Proposed Response: No objection

Planning application number: 18/0784

Site address: 40 CASTLE HILL ROAD PENRITH CA11 7HA

Description: Addition of conservatory to rear and creation of driveway to front part retrospective.

Proposed Response: In the absence of any comments from neighbours, no objection

Planning application number: 18/0777
Site address: 29 ARTHUR STREET PENRITH CA11 7TU
Description: T1 Apple: Prune away from telephone wires; T2 Holly: Remove (but may reduce and retain); T3 Cherry: Reduce canopy back towards shed (1m in from lawn edge); T4 Cherries: Crown raise over footpath (2.5m) and road (50m); T5 Yew: Prune to create 1m separation to neighbour's property and crown raise to 2.5m over drive; T6 Yews: Prune to create 1m separation distance to neighbouring properties; Penrith New Streets Conservation Area.

Proposed Response: No objection. Work to be carried out after bird breeding season as per advice provided by DEFRA 'Under Section 1 of the Wildlife and Countryside Act 1981 (as amended), wild birds are protected from being killed, injured or captured, while their nests and eggs are protected from being damaged, destroyed or taken. In terms of tree felling the main mitigation route to reduce the likelihood of harm to breeding birds is to undertake clearance or destruction of any vegetation or structure which may be used as a breeding site outside the bird breeding season when breeding birds are unlikely to be present (based upon habitat features) or where survey work has confirmed their absence. The bird breeding season will be dependent upon weather conditions and will vary from year to year, but in general is the period between early March and late August.

Planning application number: 18/0807
Site address: FLAT 2 ABBOTSFORD HOUSE WORDSWORTH STREET PENRITH CA11 7QY
Description: Change of timber sliding sash windows to uPVC sliding sash windows.

Proposed Response: Not a listed building but within a conservation area. Object – would wish replacement to be wood.

Planning application number: 18/0813
Site address: 8 PARKLANDS VIEW PENRITH CA11 8TE
Description: Fell Sycamore tree which is damaged and at risk from wind (inspected by Rob Sim, Arboriculturist); Tree Preservation No 123, 2005, The Parklands, Penrith (T8).

Proposed Response: No objection, Work to be carried out after bird breeding season as per advice provided by DEFRA 'Under Section 1 of the Wildlife and Countryside Act 1981 (as amended), wild birds are protected from being killed, injured or captured,

while their nests and eggs are protected from being damaged, destroyed or taken. In terms of tree felling the main mitigation route to reduce the likelihood of harm to breeding birds is to undertake clearance or destruction of any vegetation or structure which may be used as a breeding site outside the bird breeding season when breeding birds are unlikely to be present (based upon habitat features) or where survey work has confirmed their absence.

The bird breeding season will be dependent upon weather conditions and will vary from year to year, but in general is the period between early March and late August.

Planning application number: 18/0817

Site address: LAND AT JUNCTION OF A6 AND B5035 PENRITH

Description: Advertisement consent for 3no hoarding signs.

Proposed Response: No Objection however given the Masterplan states there is a demand for industrial land would question why the period is for 5 years. Given the time period and the fact that this is a gateway to the town PTC would request a condition to state that the signs are kept fresh, cleaned and in good repair for the duration that they are up.

b) Planning Applications for Consideration

Members considered the following items which had been received and which required a committee decision due to the nature of the applications. Further information could be found on the Eden District Council Website

<http://eforms.eden.gov.uk/fastweb/search.asp> by inserting the appropriate planning reference number.

Planning application number: 18/0829

Site address: LAND AT SKIRSGILL LANE EAMONT BRIDGE PENRITH CA10 2BQ

Description: Erection of single dwelling intended for local occupancy.

The Committee received a presentation from an objector to this application.

RESOLVED that a response be returned to Eden District Council OBJECTING to the application on the following grounds:

1. The application does not accord to Policy DEV2 in the newly adopted Eden Local Plan 2014-2032 which states that inappropriate development will not be permitted in flood zones 2 and 3, areas at risk of surface water flooding or areas with a history of groundwater flooding...'

This application would amount to inappropriate development in an area which flooded badly in 2005, 2009 and 2015 and when the proposed site is covered in flood water it is much higher than the lane. With development on this site more water would be displaced onto the lane and so affect more properties.

2. Application No 17/0792 relating to 11/0446 for the same site was refused on 18 January 2018 on the grounds that the development could increase the risk of flooding on the site and surrounding land and the benefits of the development do not sufficiently outweigh the likely flood risk. Nothing has changed with regard to this application.
3. There are highway safety issues as the entrance to the lane is a poor junction to a very busy road. This very narrow lane carries a large volume of traffic to other properties and to the riding stables. There is currently only one light on the lane which is on the proposed development site

The members of the public present were thanked for attending before they left the meeting.

Planning application number:	18/0852
Site address:	OMEGA PROTEINS GREYSTOKE ROAD PENRITH CA11 0BX
Description:	Development of a Class 2 Industrial Building. Tipping Shed.

RESOLVED that a response of NO OBJECTION be returned to Eden District Council.

Planning Application Number:	18/0853
Site Address:	OMEGA PROTEINS GREYSTOKE ROAD PENRITH CA11 0BX
Description:	Non material amendment comprising siting adjustment and addition of two further vehicle access doors to north east elevation attached to approval 17/0729.

RESOLVED that a response of NO OBJECTION be returned to Eden District Council.

Planning application number:	18/0854
Site address:	MARKS AND SPENCER 22 - 24 KING STREET PENRITH CA11 7AG
Description:	Proposed installation of 1 no. refrigerated (6m) storage container between 01 November and 31 January annually.

RESOLVED that a response of NO OBJECTION be returned to Eden District Council with a request that the application be reviewed after 31 January to ascertain whether there were any additional problems relating to sound pollution.

PL/18/50 Neighbourhood Plan

Members were advised that the Planning Consultant was working on amendments following the informal consultation. The draft Neighbourhood Development Plan will be considered by a special meeting of Council on 10 December with a view to signing off the draft to enable the Regulation 16 Pre-Submission Consultation to be undertaken.

A concise, easily understood summary document detailing each objective will be prepared for the consultation.

RESOLVED that:

1. the Regulation 16 pre-submission consultation period would begin towards the end of January 2019 and last for 8 weeks;
2. a press release and social media posts regarding the Housing Need Survey should be prepared and the survey added to the website;
3. the responses and replies to the comments made during the consultation should be added to the website once clarification had been received from the Planning Consultant on two issues; and
4. the Chairman of the Neighbourhood Plan Group be given authority to speak to the Planning Policy at Eden District Council regarding the final version prior to the consultation.

PL/18/50 Neighbourhood Plan

Members noted that the next Planning Committee Meeting would be held on Monday 3 December 2018 in the Boardroom, Penrith Town Council Offices, Church House, 19-24 Friargate, Penrith

PL/18/51 Next Meeting

Members noted that the next Planning Committee Meeting would be held on Monday 3 December 2018 in the Boardroom, Penrith Town Council Offices, Church House, 19-24 Friargate, Penrith.

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Chairman

For the attention of the Planning Committee

Councillor S Jackson	Chairman
Councillor P Baker	Vice-Chairman
Councillor R Kenyon	

Councillor R Burgin – Standing Deputy

For information to all other Councillors

Councillor J Briggs
Councillor M Clark
Councillor P Donald
Councillor D Lawson
Councillor J Monk
Councillor M Thorley
Councillor D Whipp

PLANNING

3 December 2018

COMMITTEE:

MATTER:

COUNCIL PLAN MONITORING

AUTHOR:

R. RICHARDSON

DEPUTY TOWN CLERK

ITEM NO:

1. Purpose of Report

Members are asked to review the Work Plan and note the budget previously agreed on 1 October 2018 which will be considered by Finance Committee on 14 January and Council on 28 January 2019

2. Recommendation

That the updated Work Plan be noted and approved.

3. Report Target/Measures

The Work Plan takes the relevant priorities from the Council Plan 2016 -2021. The Work Plan is how the Councils priorities, objectives and strategic activities as recorded in the Council Plan are delivered.

4. Policy Framework

The Council has six priorities which are:

Health & Wellbeing:

- To assume responsibility for devolved assets and services that contributes to the quality of life for residents and the visitor experience of Penrith.
- To preserve and enhance the nature of the town.
- To support and contribute to the social fabric of the Town, enhancing community facilities and supporting arts and culture.

Economic Development:

- To support and contribute to the economic growth and prosperity of the town through encouraging inward investment, sustainable employment, tourism and provision of devolved services.
- To support employment initiatives that deliver better paid employment, apprenticeships and encourage skills development.

Transport:

- To value the role of public transport and community transport schemes in influencing the vitality of the Towns economy
- To provide pedestrian and cycling opportunities that are safe, reliable and enhance the visitor experience.
- To support and contribute to sustainable transport.
- To support and lead on actions identified within the Community Led Plan.

Growth:

- To support sustainable appropriate development, where this meets local planning criteria.
- To develop a Neighbourhood Plan for Penrith.
- To protect and preserve local amenity.

Community Engagement:

- To encourage and facilitate community engagement ensuring those members of the community with the smallest voice are heard.
- To value the community's contributions and give them, due consideration.

Core Council Business:

- To ensure that the Council is run in a lawful and business-like manner.
- To give confidence in the new model of service delivery and decision-making.
- To provide good governance that provides:
 - Clear and effective decision-making.
 - Clarity about lines of responsibility.
 - Accountability for the different levels of decision-making.

5. Implications

Legal

There are no legal implications arising from this report.

Financial

Any decision to reduce or increase resources must be made within the context of the Council's resolved priorities. The Planning Committee has delegated authority to manage funds related to the Neighbourhood Plan.

6. Risk Management

Risk Management is a process whereby attempts are made to identify, actively control and reduce risk to protect the council. This covers not only the traditional areas of insurable risk but also the organisational risk that the council faces in undertaking all its activities.

The objectives in the Council's Plan take account of the responsibilities of the Council and the risks associated with them.

Planning Committee and Neighbourhood Plan Group Workplan Review 2017-2018

Strategic Priority 1: Health & Wellbeing				Responsibility - ALL	
Objective	Target/Measure	Timescales	Progress at 31 March 2018	Outturn - progress at 3 December 2018	Reason for any under performance and revised date when target will be met
Develop & Implement a comprehensive and sustainable long-term plan for parks and green spaces	1. Develop an Open Spaces Strategy as part of the Neighbourhood Plan process which would include inviting developers to include green open spaces in perpetuity and landscaping using native trees and fruit trees in design briefs.	2016-2019	<p>1 All green spaces have been identified through the NP process with some spaces identified for additional protection through the NP</p> <p>2. An open spaces strategy will be developed with a sustainable long-term plan that will be adapted as play areas and green spaces are devolved to the Town Council.</p>	<p>1. All green spaces have been identified through the NP process with some spaces identified for additional protection through the NP</p> <p>2. The only green space devolved to the Town Council is Fairhill. CCC have agreed to devolve Thacka Glen to the TC. Negotiations are still ongoing with EDC for play areas and green spaces</p>	A delay in devolution has resulted in a delay to the open spaces strategy which has still to be developed.

Objective	Target/Measure	Timescales	Progress at 31 March 2018	Outturn - progress at 3 December 2018	Reason for any under performance and revised date when target will be met
Develop & Implement a comprehensive and sustainable long-term plan for parks and green spaces (continued)	2. Develop Management & Improvement Plans (MIPs) for all parks & green spaces	2016-2019	Work on developing a management plan will commence once green spaces have been mapped, assessed and finalised	Green spaces have been assessed and mapped.	Work will commence on management plans once the green spaces have been devolved.
Value & Protect Penrith's parks and green spaces	<p>1. Create functional maps of Penrith's green spaces and green links and create on line interactive route maps</p> <p>2. Research and plan a network of corridors linking Penrith's open spaces and the river as part of the Neighbourhood Plan process</p>	<p>2016-2019</p> <p>2016-2019</p>	<p>1. Some work is already available on mapping greenspaces. This work is on-going but will need to link with development of the website.</p> <p>2. As above.</p>	<p>1. Mapping green spaces, wildlife corridors, cycle and walking routes has been undertaken as part of the NP process.</p> <p>2. Functional maps will need to link with the development of the website.</p>	

Objective	Target/Measure	Timescales	Progress at 31 March 2018	Outturn - progress at 3 December 2018	Reason for any under performance and revised date when target will be met
Value & Protect Penrith's parks and green spaces (continued)	3. Register open spaces and use national agencies to support their preservation such as spaces in trusts for additional protection	2016-2019	3. Work has started on mapping the green spaces and assessing them against national criteria with a view to designating local green space for added protection.	3. All spaces have been mapped and assessed against national criteria and some areas designated for added protection in the NP document.	
Provide inclusive walking and cycling opportunities in and around Penrith	Encourage the development of a network of improved walking and cycling routes in and around the town, to shared-use footpath standards when & where possible. Discuss with planners integrated sustainable low carbon routes as part of design briefs	2016-2019	During preliminary discussions with developers, sustainable walking and cycling routes have already been raised and this will be on-going.	Developers are encouraged to include sustainable walking and cycling routes in new developments. This is included in Policy 11 of the NDP	

Objective	Target/Measure	Timescales	Progress at 31 March 2018	Outturn - progress at 3 December 2018	Reason for any under performance and revised date when target will be met
Promote accessibility & inclusivity	Invite Penrith Access Group to participate in the Neighbourhood Plan	2016-2019	Penrith Access Group have a standing invitation to attend the meetings of the Neighbourhood Plan Group	Penrith Access Group have a standing invitation to attend the meetings of the Neighbourhood Plan Group.	At the present time this group are not meeting.
Protect & improve Penrith's tree lined streets for future years and generations and to facilitate flood ameliorisation	Develop and planning documents that requires tree planting in respect of new developments.	2016-2019	Developers already encouraged to include landscaping using native trees and fruit trees	Developers encouraged to include landscaping using native trees and fruit trees	

Priority	Target/Measure	Timescales	Progress at 31 March 2018	Outturn - progress at 3 December 2018	Reason for any under performance and revised date when target will be met
Pedestrianisation	Work closely with partners with a view to developing the town centre pedestrianisation via the Neighbourhood Plan process	2016-2019	On-going. Initial consultation views were mixed. Work needs to be undertaken on the feasibility of pedestrianisation	Additional consultation as part of the NP process will be undertaken to gauge additional views.	
Extend town centre improvements with the implementation of a coherent design for street furniture and landscaping	Commission a report setting out guidelines on future street furniture, signage, soft and hard landscaping, lighting and their maintenance in the town centre	2016-2019 ongoing thereafter	The initial Neighbourhood Plan consultation gathered views on street furniture, signage and the town centre which will be shared with the Economic Development Officer with a view to developing policies / guidelines.	Officers are already considering guidelines for benches. Community consultation with groups will help to develop this further with regard to seating etc	At the present time signage and landscaping (flowerbeds) is a County or District function. Officers are liaising with the appropriate authorities

Strategic Priority 2: Economic Development				Responsibility - ALL	
Priority	Target/Measure	Timescales	Progress at 31 March 2018	Outturn - progress at 3 December 2018	Reason for any under performance and revised date when target will be met
Look at improvements to the town centre including the development of an arts/cultural area	1. Commission a specialist report setting out guidelines on shopfronts, street furniture and street scape and establish a cultural strategy to explore how to enhance and develop them in the town	2017-18 ongoing thereafter	1. EDC has a design guide on shop fronts. As benches are devolved work needs to be undertaken, with partners, on street furniture	1. Officers are preparing a benches policy for Members' consideration 2. Policy 16 of the NDP covers shopfront design	2019-2020 This is tied to the consultation and production of the Neighbourhood Plan.
Transport Infrastructure	1. Work with EDC and CCC to improve highways infrastructure in and around Penrith, improve traffic congestion and reduce carbon emissions from town centre traffic	2016-2019	1. A meeting has already been held with CCC regarding Highways Issues and they are undertaking reviews. 2. CCC's transport and parking study is being scoped and is due to commence shortly.	1. CCC have undertaken reviews on highways issues raised by PTC and fed back their response 2. CCC's transport and parking study is due to commence shortly. PTC have asked to be involved.	2019 – ongoing This will be impacted upon by EDC's Masterplan document and a review of the Local Plan.

Priority	Target/Measure	Timescales	Progress at 31 March 2018	Outturn - progress at 3 December 2018	Reason for any under performance and revised date when target will be met
Transport Infrastructure (Continued)	Work with EDC and CCC to improve highways infrastructure in and around Penrith, improve traffic congestion and reduce carbon emissions from town centre traffic	2016-2019	2. The Highways Agency have agreed funding to dual the A66 and EDC have put forward plans for an eastern by-pass.	1. The eastern by-pass route is tied up with EDCs proposed Masterplan. PTC have objected to any proposed flyover at J40.	
Parking	1. Encourage EDC to pursue a strategic review of parking provision in the town including location and number, to ensure it is sufficient for those working in and visiting the town	2016-2019	1. CCC movement and parking study is being scoped. 2. PTC have requested that on and off street parking be included in the study.	1. CCC movement and parking study is due to commence shortly. PTC have requested to be involved.	

Priority	Target/Measure	Timescales	Progress at 31 March 2018	Outturn - progress at 3 December 2018	Reason for any under performance and revised date when target will be met
Parking (Continued)	Encourage EDC to pursue a strategic review of parking provision in the town including location and number, to ensure it is sufficient for those working in and visiting the town	2016-2019	2. PTC asked EDC to undertake a scrutiny review on off street parking in the town. This was rejected in favour of EDC members receiving a presentation but PTC have asked that the Parking Study be a complete on and off street study with involvement from CCC, EDC and PTC.	3. PTC to consider requesting EDC to look at providing cheaper long term parking for workers and visitors on a similar scheme to SLDC where in certain car parks it is £1 all day if ticket is purchased before 9am	There was a delay in scoping the parking and movement study which has now gone out to tender.

Strategic Priority 4: Growth				Responsibility - ALL	
Priority	Target/Measure	Timescales	Progress at 31 March 2018	Outturn - progress at 3 December 2018	Reason for any under performance and revised date when target will be met
Consultation	Respond to planning application consultations from the local planning authority	Ongoing	<p>1. All planning applications for Penrith are responded to within the necessary planning timescales.</p> <p>2. Extensions to the timescales are requested if necessary to enable PTC to consider the application fully.</p> <p>3. Planning Applications going to committee are advertised and shared on the Facebook page and comments invited</p>	<p>1. All planning applications for Penrith are responded to within the necessary planning timescales.</p> <p>2. Extensions to the timescales are requested if necessary to enable PTC to consider the application fully.</p> <p>3. Planning Applications going to committee are advertised and shared on the Facebook page and comments invited</p>	

Priority	Target/Measure	Timescales	Progress at 31 March 2018	Outturn - progress at 3 December 2018	Reason for any under performance and revised date when target will be met
Consultation (Continued)	Respond to planning application consultations from the local planning authority	Ongoing	4. A section has been added to the website and an information sheet put in the noticeboard advising the public to send any objections to applications to the Town Council as well as EDC	Members of the public are requesting attendance at meetings of the Planning Committee to submit their views on planning applications.	
Neighbourhood Plan	1. Develop and implement a Neighbourhood Plan	2016-2019	The draft Neighbourhood Plan has been prepared and amended following public consultation	The draft NDP will be considered by Council on 10 December prior to undertaking the Regulation 14 Consultation early in 2019	The Regulation 14 Consultation was delayed due to the release of the Penrith Masterplan.

Priority	Target/Measure	Timescales	Progress at 31 March 2018	Outturn - progress at 3 December 2018	Reason for any under performance and revised date when target will be met
Ensure appropriate and high quality developments are encouraged and supported.	1. Actively participate in planning consultations and encourage developers to talk to PTC prior to submitting their applications so that we can encourage all new developments to include an element of affordable housing, housing that matches the demographic and other features such as open spaces and play areas for the benefit of the people who will live there and which fit in with the vernacular of the town.	Ongoing	1. All developers have been contacted and invited to talk to PTC prior to submitting their application. Where this hasn't happened and an application has been submitted for consideration, individual developers are invited to a meeting of PTC to explain the development and hear about the features that PTC would wish to see in the full application.	1. All developers have been contacted and invited to talk to PTC prior to submitting their application. Where this hasn't happened and an application has been submitted for consideration, individual developers are invited to a meeting of PTC to explain the development and hear about the features that PTC would wish to see in the full application.	



Penrith Town Council

Planning Committee

3 December 2018

2019/2020 DRAFT BUDGET

AUTHOR:

Jack Jones - RFO

RECOMMENDATION

The Committee is requested to consider the information in this report and forward its comments on the Draft Budget to the Finance Committee.

1. LAW: LINK TO COUNCIL FUNCTIONS

Sections 41 and 50 of the Local Government Finance Act 1992 require the Council to calculate its annual budget requirement and its resulting precept by 28 February.

2. LINKS TO COUNCIL PRIORITIES

The annual budget should provide resources to deliver the Council's priorities for the financial year ahead.

- **REPORT**

Introduction

The Budget Task and Finish Group is considering draft estimates for 2019/20, also on 3 December, prior to them being reported to the Finance Committee on 14 January 2019. The overall position is that the Council will be able to achieve a balanced budget with a modest increase in Council Tax and no reductions to planned services.

This report provides the Committee with details of its draft budget and of the medium term forecast so that it can input its comments to the Finance Committee.

Draft Budget

The statement at **Appendix A** shows the following information for the Committee's services:

- The Approved 2018/19 Budget of £30,000, which was supplemented by the approved carry forward of £11,000 of unspent 2017/18 budgets, as shown in the statement. The amended 2018/19 budget therefore totals £41,000.
- The Forecast Outturn for the current year, which maintains the £41,000 budgetary provision. Members of the Committee will appreciate that there is some uncertainty over whether the budgeted expenditure will be achieved as it is dependent on progress with the Neighbourhood Plan, however Officers believe that the majority of the budget can be committed by 31 March 2019. For information, an extract of the Quarter 2 corporate budget monitoring statement for this Committee's services is attached as **Appendix B**. Expenditure of £5,586 is shown against the Committee's budget headings, compared to a profiled budget of £6,000; the majority of the Committee's spend is related to the production of the Neighbourhood Plan and the budget for this is mainly expected to be spent in the second half of the year.

The Committee has previously requested that any outturn underspending is allowed to be carried forward into 2019/20. The Budget Task and Finish Group has considered this request and has advised that it should be reconsidered later in this financial year. The Committee should note that approval to carry forward unspent provisions is not automatic as it would require an exception to Financial Regulations, which state that outturn underspendings should be retained in general reserves.

- The Draft Base Budget for 2019/20; this is a continuation budget which identifies and provides for the current committed level of service to be maintained. This involves the current year's budget being adjusted to remove any one-off items and to include the estimated costs of contractually committed changes to expenditure or income. The Committee's draft budget, after adjustments for the carry forwards and one-off items in the 2018/19 approved budget, reverts to a total of £20,000, as shown in the 2019/20 column. The Committee has not indicated that it would wish to support any changes to this base budget, either in terms of growth, reduction or re-direction of resources.
- The indicative Draft Medium Term Financial Forecast, which shows an ongoing residual total budget of £10,000 to provide for future planning-related activities.

3. FINANCE IMPLICATIONS

The Budget is wholly connected to the financial management of the Council.

4. RISK ASSESSMENT

Risk	Consequence	Controls Required
Inadequate budget process which fails to recognise financial responsibilities	Overspendings leading to unwelcome curtailment of other spending programmes; possible unpalatable council tax increase; potential reputational damage	A sound budget process will address these risks

5. BACKGROUND PAPERS

2019/20 Budget Working Papers

Committee reports and minutes

6. OFFICER CONTACT DETAILS

Responsible Finance Officer – Jack Jones

Tel: 01768 425852

Email: rfo@penrithtowncouncil.co.uk



Penrith Town Council

DRAFT BUDGET 2019/20 MEDIUM TERM FINANCIAL FORECAST 2019/20 TO 2023/24

APPROVED BUDGET 2018/19	APPROVED CARRY FORWARD	AMENDED BUDGET 2018/19	FORECAST OUTTURN 2018/19	Heading	DRAFT BUDGET 2019/20	2020/21	2021/22	2022/23	2023/24
£	£	£	£		£	£	£	£	£
				EXPENDITURE					
				PLANNING COMMITTEE:					
6,000	2,000	8,000	8,000	Officer Support	0	0	0	0	0
7,000	2,500	9,500	9,500	Planning Consultancy	0	0	0	0	0
17,000	6,500	23,500	23,500	Consultation	0	0	0	0	0
0		0	0	Block Allocation	20,000	10,000	10,000	10,000	10,000
30,000	11,000	41,000	41,000	Planning Committee Total	20,000	10,000	10,000	10,000	10,000