



Summons and Agenda for the
Council Meeting

to be held on

**Tuesday, 13 December
2022**

at

3.30 pm





To: All District Councillors

cc: Chief Officers

You are hereby summoned to a meeting of the Council to be held in the Council Chamber - Civic Centre, Doncaster Road, Selby, YO8 9FT on **TUESDAY, 13 DECEMBER 2022** starting at **3.30 pm**. The Agenda for the meeting is set out below.

Janet Waggott

Janet Waggott
Chief Executive

Recording is allowed at Council, committee and sub-committee meetings which are open to the public, subject to:- (i) the recording being conducted under the direction of the Chairman of the meeting; and (ii) compliance with the Council's protocol on audio/visual recording and photography at meetings, a copy of which is available on request. Anyone wishing to record must contact, prior to the start of the meeting, Democratic Services via democraticservices@selby.gov.uk - any recording must be clearly visible to anyone at the meeting and be non-disruptive.

AGENDA

1. Apologies for Absence

To receive apologies for absence.

2. Disclosures of Interest

A copy of the Register of Interest for each Selby District Councillor is available for inspection at www.selby.gov.uk.

Councillors should declare to the meeting any disclosable pecuniary interest in any item of business on this agenda which is not already entered in their Register of Interests.

Councillors should leave the meeting and take no part in the consideration, discussion or vote on any matter in which they have a disclosable pecuniary interest.

Councillors should also declare any other interests. Having made the declaration, provided the other interest is not a disclosable pecuniary interest, the Councillor may stay in the meeting, speak and vote on that item of business.

If in doubt, Councillors are advised to seek advice from the Monitoring Officer.

3. Minutes (Pages 1 - 18)

The Council is asked to:

- approve as a correct record the minutes of the meeting of the Council held on 27 September 2022; and
- reconsider and agree as a correct record the minutes of the Annual Meeting of the Council held on 17 May 2022, in order to rectify an error at minute number 9 – Council Appointments to Outside Bodies 2022-23.

Councillor G Ashton was appointed as the Council's representative on National Association of Councillors (National and Northern Branch), not the National Association of Local Councils; the minutes should be amended to reflect as such.

Once the minutes for the Annual Meeting are agreed again by the Council, subject to the correction, the minutes will be updated and republished.

The minutes of both meetings are attached to the agenda.

4. Communications

The Chairman, Leader of the Council or the Chief Executive will deal with any

communications which need to be reported to the Council.

5. Announcements

To receive any announcements from the Chairman, Leader or Members of the Executive.

6. Petitions

To receive any petitions.

7. Public Questions

To receive and answer questions, notice of which has been given in accordance with rule 10.1 of the Constitution.

8. Councillors' Questions

To receive and answer questions submitted by councillors in accordance with rule 11.2 of the Constitution.

9. Reports from the Executive (Pages 19 - 30)

The Leader of the Council, and other members of the Executive, will report on their work since the last meeting of the Council and will respond to questions from Councillors on that work.

10. Reports from Committees (Pages 31 - 42)

To receive reports from the Council's committees which need to be brought to the attention of Council. To receive questions and provide answers on any of those reports.

11. Motions

To consider any motions.

12. Escrick Neighbourhood Development Plan 2021-2035 (ENDP) (C/22/8) (Pages 43 - 192)

That Council consider report C/22/8 and formally make the Escrick Neighbourhood Development Plan 2021-2035 part of the Development Plan for Selby District following the positive outcome of the referendum held on 3 August 2021.

13. Constitution Update (C/22/9) (Pages 193 - 198)

To consider report C/22/9 which asks the Council to note the administrative changes made by the Monitoring Officer since the last amendments were reported to Council in December 2021.

**14. Report of the Monitoring Officer - Standards Arrangements (C/22/10)
(Pages 199 - 210)**

To consider report C/22/10 which asks Members to note the content.

15. Urgent Action

The Chief Executive will report on any instances where she has acted in urgent or emergency situations under the functions delegated to her in the Constitution.



Minutes

Council

Venue: Council Chamber - Civic Centre, Doncaster Road, Selby, YO8 9FT

Date: Tuesday, 17 May 2022

Time: 4.00 pm

Present: Councillor J Duggan in the Chair

Councillors D Mackay, K Arthur, D Brook, D Buckle, J Cattnach, I Chilvers (Vice-Chair), J Chilvers, M Crane, S Duckett, K Ellis, K Franks, T Grogan, M Jordan, A Lee, C Lunn, J Mackman, J McCartney, M McCartney, R Musgrave, W Nichols, R Packham, C Pearson, N Reader, J Shaw-Wright, R Sweeting, P Welch and G Ashton

Officers Present: Janet Waggott, Chief Executive, Alison Hartley, Solicitor to the Council, Suzan Harrington, Director of Corporate Services and Commissioning, Karen Iveson, Chief Finance Officer, Dave Caulfield, Director of Economic Regeneration and Place, Dawn Drury, Democratic Services Officer, Gina Mulderrig, Democratic Services Officer and Victoria Foreman, Democratic Services Officer

Public: 11

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors M Topping, C Richardson and S Shaw-Wright.

2 DISCLOSURES OF INTEREST

There were no disclosures of interest.

3 ELECTION OF CHAIRMAN

Nomination for Chairman

It was moved and seconded and agreed that Councillor I Chilvers be elected as Chairman of Selby District Council for the 2022-23 Municipal year.

RESOLVED:

To elect Councillor I Chilvers as Chairman of Selby District Council for the 2022-23 Municipal Year.

Councillor Chilvers chaired the meeting from this point.

Councillors A Lee and R Sweeting joined the meeting.

Retiring Chairman's Valedictory Address

Councillor Duggan gave his valedictory address. On behalf of Council, Councillors M Crane and R Packham expressed their thanks to Councillor Duggan for his two years in office.

The retiring Chairman was presented with a Silver Salver, tankard to mark his term of office as Chairman of the Council.

Announcement of Chairman's Consort

The Chairman announced that his wife, Councillor J Chilvers, would be his Consort for his year in office.

Newly Elected Chairman's Address

The Chairman made his address.

4 ELECTION OF VICE CHAIRMAN

Nomination for Vice Chairman

It was moved and seconded and agreed that Councillor M Jordan be elected as Vice Chairman of Selby District Council for the 2022-23 Municipal year.

RESOLVED:

To elect Councillor M Jordan as Vice Chairman of Selby District Council for the 2022-23 Municipal Year.

Announcement of Vice Chairman's Consort

The Vice Chairman announced that he would have two Consorts for his year in office; his wife Mrs Sally Jordan and his daughter Ms Ellie Jordan.

5 MINUTES

The Council considered the minutes of the meeting held on 19 April 2022.

Two amendments to minute item 68 – Reports from the Executive were suggested. Firstly, that under the update from the Deputy Leader and Lead Executive Member for Place Shaping, that clarification should be made that the new Head of Development Management was an interim position. The

amended wording would therefore be as follows:

'He thanked the Development Management Team for their work and gave details of the new interim Head of Development Management.'

Secondly, it was noted that the attendance details for the meeting mistakenly omitted Councillor G Ashton, who had been present. Councillor Ashton would be added to the amended version.

Other matters were raised under the item relating to the administration of the energy payments scheme, in particular contact with vulnerable residents. Members requested they be supplied with figures of the number of residents without direct debits that have been contacted by the Council, preferably by Ward. The Executive Member for Finance and Resources confirmed that he would speak to Officers to find out if such information could be provided.

The two amendments were proposed, seconded and a vote taken.

RESOLVED:

To approve the minutes of the Council meeting held on Tuesday 19 April 2022 for signing by the Chairman, subject to the amendments detailed above.

6 ANNOUNCEMENTS AND COMMUNICATIONS

The Chairman announced that the charities he would be raising money in his year in office would be Yorkshire Cancer Research and Long Covid Kids.

The Leader suggested that after the meeting Members gather together for a photograph as it was the last Annual Meeting of Selby District Council.

7 THE LEADER'S REPORT ON THE EXERCISE OF EXECUTIVE FUNCTIONS (C/22/1)

The Leader of the Council presented the report which informed Council of the way in which executive functions were to be discharged in the forthcoming year.

The Leader confirmed that there were to be no changes to the Executive Member portfolios for the 2022-23 year.

Members noted that for the 2022-23 year there would be new checks in place if the Council spent above a certain amount or was to dispose of large tracts of land; agreement of North Yorkshire County Council (NYCC) would be required.

The Leader informed Council that he had recently met with the Leader of NYCC and no issues with the Council's spending plans had been identified.

To receive and note the report was proposed, seconded and a vote taken.

RESOLVED:

To receive and note the Leader's Report to Council on the discharge of Executive Functions.

REASON FOR DECISION:

To meet the obligations set out in the Executive Procedure Rules within the Council's constitution.

8 RECALCULATION OF POLITICAL PROPORTIONALITY OF THE COUNCIL AND APPOINTMENTS TO THE COMMITTEES OF THE COUNCIL FOR THE 2022/23 MUNICIPAL YEAR (C/22/2)

The Chief Executive explained to Members that following recent changes in group membership on the Council, political proportionality had required recalculation by Officers. These changes would subsequently alter the number of places on the Council's committees for the 2022-23 municipal year. The Council was asked to note the changes to political groups and subsequent recalculation of political proportionality, and to approve the group nominations for the appointment of Councillors to Committees for 2022-23.

As a result of the changes to groups, membership of the Council was now as follows:

Conservative: 17

Labour: 9

Independent Group: 3

Unaligned Members: 2 (ungrouped)

The amended group membership required the number of committee places to be re-evaluated to satisfy Section 15 of the Local Government and Housing Act 1989, which placed a duty on local authorities to allocate seats on Ordinary Committees of the Council between the political groups, in accordance with the following principles:

- a) That not all the seats on the body to which appointments are being made are allocated to the same political group;
- b) That the majority of seats on each committee are allocated to a particular political group if the number of persons belonging to that group is a majority of the authority's membership;
- c) That subject to (a) and (b), when allocating seats to a political group, the total number of their seats across all the ordinary committees of the Council, must reflect their proportion of the authority's membership; and
- d) Subject to (a) to (c), that the number of seats on each committee is as far as possible in proportion to the group's membership of the authority.

To accurately reflect these requirements and the political balance of the Council, Officers had altered the number of committee places available to as follows:

Planning Committee: 9 (no change)
 Licensing Committee: 11 (no change)
 Scrutiny Committee: 7 (reduction in 1 place)
 Policy Review Committee: 7 (reduction by 1 place)
 Audit and Governance Committee: 7 (reduction by 1 place)

Nominations for the appointment of Councillors to Committees for the 2022-23 municipal year were given in full by Members at the meeting and noted by Officers. These appointments were proposed, seconded and a vote taken.

RESOLVED:

1. To note the changes to the membership of political groups on the Council and the subsequent recalculation of political proportionality on the Council's Committees; and
2. to approve the group nominations for the appointment of Councillors to Committees for the 2022-23 municipal year, as set out below:

Executive (no change)

Leader (Conservative)	Councillor Mark Crane
Deputy Leader (Conservative)	Councillor Richard Musgrave
Councillor (Conservative)	Councillor Cliff Lunn
Councillor (Conservative)	Councillor Tim Grogan
Councillor (Conservative)	Councillor David Buckle

Planning Committee (9 places)

Chair (Conservative)	Councillor Mark Topping
Vice Chair (Conservative)	Councillor Charles Richardson
Councillor (Conservative)	Councillor Keith Ellis
Councillor (Conservative)	Councillor Ian Chilvers
Councillor (Conservative)	Councillor Georgina Ashton
Councillor (Labour)	Councillor Bob Packham
Councillor (Labour)	Councillor Paul Welch
Councillor (Labour)	Councillor John Duggan
Councillor (Independent)	Councillor Don Mackay

Licensing Committee (11 places)

Chair (Conservative)	Councillor Richard Sweeting
Vice Chair (Conservative)	Councillor Judith Chilvers
Councillor (Conservative)	Councillor Ian Chilvers
Councillor (Conservative)	Councillor Chris Pearson
Councillor (Conservative)	Councillor John Mackman
Councillor (Conservative)	Councillor Mike Jordan
Councillor (Labour)	Councillor Paul Welch
Councillor (Labour)	Councillor John Duggan
Councillor (Labour)	Councillor Stephanie Duckett
Councillor (Independent)	Councillor John McCartney
Councillor (Unaligned)	Councillor John Cattanach

Scrutiny Committee (7 places)

Chair (Labour)	Councillor Steve Shaw-Wright
Vice Chair (Labour)	Councillor Wendy Nichols
Councillor (Conservative)	Councillor Andrew Lee
Councillor (Conservative)	Councillor J Chilvers
Councillor (Conservative)	Councillor Richard Sweeting
Councillor (Conservative)	Councillor Keith Ellis
Councillor (Independent)	Councillor John McCartney

Policy Review Committee (7 places)

Chair (Conservative)	Councillor Chris Pearson
Vice Chair (Conservative)	Councillor Mike Jordan
Councillor (Conservative)	Councillor Charles Richardson
Councillor (Conservative)	Councillor Karl Arthur
Councillor (Labour)	Councillor Bob Packham
Councillor (Labour)	Councillor Jennifer Shaw-Wright
Councillor (Independent)	Councillor Mary McCartney

Audit and Governance Committee (7 places)

Chair (Conservative)	Councillor Karl Arthur
Vice Chair (Conservative)	Councillor Georgina Ashton
Councillor (Conservative)	Councillor John Mackman
Councillor (Conservative)	Councillor Andrew Lee

Councillor (Labour)	Councillor Keith Franks
Councillor (Labour)	Councillor John Duggan
Councillor (Unaligned)	Councillor Neil Reader

REASON FOR DECISION:

To meet legislative requirements and to enable the proper functioning of the Council in the 2022-23 municipal year.

9 COUNCIL APPOINTMENTS TO OUTSIDE BODIES 2022-23 (C/22/3)

The Leader of the Council presented the report which sought approval of the Council's proposed representatives for 2022-23 on Outside Bodies.

It was noted that there were two vacancies on the Outside Bodies. The vacancy on the National Association of Local Councils would be filled by Councillor G Ashton.

The second vacancy was on the Citizens Advice Bureau (CAB). There were no proposals to fill the CAB vacancy for 2022-23.

RESOLVED:

- i) To approve the appointments to outside bodies for the 2022/23 municipal year as outlined at Appendix A.**
- ii) To appoint Councillor G Ashton as the Council's representative on the National Association of Local Councils.**
- iii) To authorise those appointed to act on behalf of the Council in accordance with the legal and constitutional requirements of both the Council and the outside body.**

REASON FOR DECISION:

To ensure the Council is represented on Outside Bodies as necessary in 2022-23.

The meeting closed at 4.45 pm.

This page is intentionally left blank



Minutes

Council

Venue: Council Chamber - Civic Centre, Doncaster Road, Selby, YO8 9FT

Date: Tuesday, 27 September 2022

Time: 6.00 pm

Present: Councillor I Chilvers in the Chair

Councillors D Mackay, K Arthur, D Brook, D Buckle, J Chilvers, M Crane, S Duckett, K Ellis, T Grogan, M Jordan (Vice-Chair), A Lee, C Lunn, J Mackman, R Musgrave, R Packham, C Pearson, N Reader, C Richardson, S Shaw-Wright, R Sweeting, P Welch, G Ashton and J Duggan

Officers Present: Janet Waggott - Chief Executive, Alison Hartley - Solicitor to the Council, Suzan Harrington - Director of Corporate Services and Commissioning, Karen Iveson - Chief Finance Officer, Martin Grainger - Head of Planning, Caroline Skelly - Planning Policy Manager, Victoria Foreman - Democratic Services Officer

Press: 0

Public: 2

Before the start of the formal business of the meeting, the Council held a minutes' silence in honour of the death of Her Majesty Queen Elizabeth II.

10 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J Cattanach, M Topping, K Franks, W Nichols and J Shaw-Wright.

11 DISCLOSURES OF INTEREST

Councillor R Musgrave declared a pecuniary interest in relation to agenda item 13 – Updated Local Development Scheme and drawdown of £186k of funding from the contingency reserve to support the completion of the Local Plan. Councillor Musgrave confirmed that he would not take part in the debate or vote on the item and would leave the meeting during consideration thereof.

Councillor K Arthur declared a personal but non-pecuniary interest in agenda

item 9 – Reports from the Executive, specifically the update from the Lead Executive Member for Communities and Economic Development, as he was employed by Network Rail, but would not be leaving the meeting during consideration thereof.

12 MINUTES

The Council considered the minutes of the Annual meeting held on 17 May 2022.

RESOLVED:

To approve the minutes of the Annual Council meeting held on 17 May 2022 for signing by the Chairman.

13 COMMUNICATIONS

There were no communications.

14 ANNOUNCEMENTS

There were no announcements.

15 PETITIONS

A petition relating to the Local Plan was submitted to Full Council, which was received by the Solicitor to the Council and passed to the Chairman.

16 PUBLIC QUESTIONS

There were no public questions.

17 COUNCILLORS' QUESTIONS

There were no Councillor questions.

18 REPORTS FROM THE EXECUTIVE

Councillor Mark Crane, Leader of the Council

The Leader of the Council presented the update on the work he had undertaken recently, as outlined in the report.

The Leader of the Opposition expressed his group's sadness at the death of Her Majesty Queen Elizabeth II.

The Leader of the Opposition asked about the impact of the three-week delay to the Local Plan and sought assurance that this would not hinder the progress required to ensure the delivery of the Local Plan before local government reorganisation (LGR).

A query was also posed regarding the three key Selby services that would be impacted by LGR; leisure, waste collection and housing. The Leader of the Opposition asked that updates on all three areas could be shared with all Members.

The Leader explained that the Local Plan process had been put back by three weeks due to the death of Her Majesty Queen Elizabeth II, and it was felt that this had been the appropriate course of action. The timetable before Members was still ambitious and the aim continued to be to submit the plan to a Planning Inspector before LGR. The next step in the process was the outcome of the current consultation.

With regards to waste, leisure and housing, all three elements were at different stages of the LGR process. Only three district Councils in North Yorkshire had their own housing stock, one of which was Selby. The stock from all three of these authorities would be combined and run by the new authority North Yorkshire Council. If the concern was that the new Council would sell the housing stock, Members were reminded that this would need the current tenants to vote for that outcome.

The Council's contract with Urbaser would not be renewed when it expired, and under the new authority waste collection could move to an in-house service; at present, Selby was the only authority that outsourced its waste and recycling service. All the different district councils across the county had differing approaches to waste collection and as such the standardisation would require good management and a sensible lead in time to any changes. Selby was also the only authority which did not currently charge for its green waste collection; again, this would be another noticeable change for residents under the new authority.

In relation to leisure, there was a current contract with IHL but when it expired it would be up to North Yorkshire Council to review the provision of leisure services. Members acknowledged that there were sensitivities around the issue.

The Leader of the Opposition expressed his concerns regarding the planning workstream processes relating to LGR as there were still numerous questions that required answers. It was important that all Members worked together to ensure the best outcomes for Selby residents.

A Member asked other Members to note that Her Majesty Queen Elizabeth II and His Majesty King Charles III should both always be referred to as Her or His Majesties, not Her or His Royal Highnesses.

Further concerns were raised regarding the Local Plan, in particular the consultation process and the lack of response in Sherburn. It was felt by some Members that the process was too complicated and that a summary of the main points should be provided to simplify the process. Members also asked for the number of proposed new builds and infrastructure projects in Sherburn in Elmet.

The Leader emphasised that the Council was still at consultation stage and no decisions had been made yet. The Leader confirmed that he would ask Officers to investigate the number of proposed developments and infrastructure projects in Sherburn in Elmet and whether response process to the consultation could be simplified. Officers would respond to Members directly.

Councillor Richard Musgrave, Deputy Leader of the Council and Lead Executive Member for Housing

The Deputy Leader of the Council presented his update as outlined in the report.

The Leader of the Opposition asked about the number of housing voids being turned around and handed back, and how many were being worked on to bring them back into use.

The Deputy Leader explained that around 3% of the Council's housing stock was classed as void at any one time. There were still delays because of the pandemic, and it was often found that when the Council received properties back from tenancies around 63% of them needed a full refurbishment, which took longer. The figure should have only been around 10%. The goal for property turnaround was 180 days. The Deputy Leader resolved to ask Officers to explain to Ward Councillors why this was, as well as supply basic figures on such works.

Comments were made regarding the petition on the proposed Local Plan policies affecting Tadcaster, which had been submitted earlier in the meeting. A Member emphasised the importance of noting the context of the petition that had been submitted when considering it in the Local Plan process, in that it may have been signed prior to the publication of the present version of the Local Plan, as well as allowing the consultation to run its course.

Councillor Cliff Lunn, Lead Executive Member for Finance and Resources

The Lead Executive Member for Finance and Resources presented his update as outlined in the report.

The Executive Member highlighted the good work of the Council Tax Team who had managed to process high volumes of the council tax energy rebates in such a short space of time; 99.4% of payments had been made with a total of £130k paid out.

Members asked how the Council was following up residents without direct debit arrangements. The Executive Member explained that all efforts were being made to chase these people up and that if phone calls and letters did not work, house to house visits would also be considered.

The Leader of the Opposition queried the lack of Programme for Growth (P4G)

expenditure and asked for update on what would happen to P4G projects commenced before LGR. The Executive Member clarified that all projects that had started under Selby District Council would be continued and that there was an existing reserve for overspends.

Councillor David Buckle, Lead Executive Member for Communities and Economic Development

The Lead Executive Member for Communities and Economic Development presented his update as outlined in the report and provided further updates on the commencement of Transforming Cities Fund work and the disabled access bridge at Selby Station, which was due for completion in April 2023.

Members were reminded to make use of their £3k locality budgets by putting in applications for spending soon.

Members asked about the revitalisation of Tadcaster station and the importance of consulting local Ward Members; the Executive Member confirmed that he would contact Officers about the matter and advised that it would be considered by the Executive at its next meeting on 6 October 2022, should the Ward Members wish to attend.

Other Members expressed concern about the number of businesses closing in Selby town, one of which had hosted the Council's hospitality forum. The Lead Executive Member acknowledged the closures and reminded Members that the next forum was being held the following day (28 September 2022) at Café 81.

The Executive Member notified the Council of the new businesses opening in Selby town shortly and gave a commitment to do all he could to make sure that legacy projects in Sherburn in Elmet were commenced or delivered by LGR. Members were also reminded of the £750k granted by the Council to the Beech Grove Medical Centre in Sherburn, and the upgrades to two primary schools in the town by North Yorkshire County Council.

The Leader of the Opposition raised the issue of the severe shortage of staffing at the Sherburn 2 Industrial Estate due to the poor infrastructure and requirement for better transport links to enable staff to commute to the available jobs. The Executive Member agreed that this was a problem and that it had been raised at the Business Forum. Some work had been undertaken with Arriva buses, and some companies had used private bus firms. The area needed small and medium-sized business units and the local infrastructure required serious improvement. A meeting was scheduled for 20 October 2022 with North Yorkshire County Council Highways to discuss this, at which representatives from larger businesses on the site would also be in attendance.

Councillor Tim Grogan, Lead Executive Member for Health and Culture

The Lead Executive Member for Health and Culture presented his update as

outlined in his report and gave verbal updates on recent nominees for the York Tourism Awards in the district, convictions for flytipping achieved through use of a CCTV camera and other convictions secured by the Council's Environmental Health Team in relation to food safety.

The Executive Member also updated the Council on an illegal encampment in Ulleskelf. The legislation dealing with such encampments had changed in June 2022 to give the police more powers to remove such camps. The police had not been as forthcoming with assistance as the residents of Ulleskelf would have liked. As a result, the Executive Member had spoken to the police Superintendent for the area to emphasise the importance of the police acting when required. It was hoped that this would remedy any issues or delays in the future.

RESOLVED:

To receive and note the reports of the Executive.

19 REPORTS FROM COMMITTEES

Councillor Karl Arthur, Chairman of the Audit and Governance Committee

Councillor Arthur, Chairman of the Audit and Governance Committee, provided an update on the work of the Committee as outlined in his report.

Councillor Arthur was asked about information on PDRs that had been requested at the meeting of the Committee back in July 2022 and if this had been provided. Councillor Arthur resolved to chase up any outstanding information. Some queries had been answered by the Chief Executive, but when all the information was available it would be circulated to Members.

Councillor Chris Pearson, Chairman of the Policy Review Committee

Councillor Pearson, Chairman of the Policy Review Committee, provided an update on the work of the Committee as outlined in his report, as well as that of the Low Carbon Working Group.

There were no questions for Councillor Pearson.

Councillor Steve Shaw-Wright, Chairman of the Overview and Scrutiny Committee

Councillor Shaw-Wright, Chairman of the Overview and Scrutiny Committee, provided an update on the work of the Committee as outlined in his report.

There were no questions for Councillor Shaw-Wright.

RESOLVED:

To note the reports from Committees.

20 MOTIONS

There were no motions.

21 ADOPTION OF CONSERVATION AREA APPRAISALS FOR SELBY TOWN, TADCASTER, APPLETON ROEBUCK, BRAYTON, CAWOOD, HEMINGBROUGH, MONK FRYSTON AND RICCALL (C/22/4)

The Leader of the Council introduced the item which asked the Council to adopt the Conservation Area Appraisals.

Members noted that Conservation Areas were areas created by local planning authorities due to their special architectural or historic interest and thereby deserved careful management to protect that character. The Planning (Listed Buildings and Conservation Areas) Act 1980 required local planning authorities to formulate and publish proposals for the preservation of Conservation Areas and consult the public in the areas in question, taking account of the views expressed.

It was a statutory requirement for local planning authorities from time to time to review their Conservation Areas. To fulfil this requirement and help to inform the preparation of the Selby District Local Plan, Conservation Area Appraisals had been undertaken in Selby Town, Tadcaster, Appleton Roebuck, Brayton, Cawood, Hemingbrough, Monk Fryston and Riccall.

Members asked if inaccuracies identified through additional information and corrections provided by the Selby Civic Society would be amended when the finalised version of the CAAs were published; the Leader confirmed that Officers would be looking into this and that all the information would be checked.

The non-designation of Station Road in Riccall as a Conservation Area was queried by Members; the Deputy Leader explained that this matter had been looked into again by the consultants and it had been agreed once more that the criteria for a Conservation Area had not been met.

It was proposed, seconded and a vote taken to agree the recommendations as set out in the report.

RESOLVED:

The Council adopted the Conservation Area Appraisals.

22 UPDATED LOCAL DEVELOPMENT SCHEME AND DRAWDOWN OF £186K OF FUNDING FROM THE CONTINGENCY RESERVE TO SUPPORT THE COMPLETION OF THE LOCAL PLAN (C/22/5)

Councillor R Musgrave left the meeting at this point due to his earlier declaration of a pecuniary interest.

The Leader of the Council introduced the report which recommended to

Council that the revised Local Development Scheme (LDS), which set out the timescales for the preparation of a new Local Plan, be brought into effect and published, and to approve a drawdown of a further £186k from the contingency reserve to complete work on the Local Plan.

Members noted that the LDS set out a timetable for the preparation of a Local Plan and its relevant documents. It represented a public statement as to what Local Plan documents would be prepared over a three-year period, identifying key milestones and preparation arrangements. The purpose of the report was to consider a revised LDS for 2022 to 2024 and seek additional funding from the contingency reserve to complete the Local Plan.

The Leader explained the importance of clarity about what work was being undertaken to progress the Local Plan for Selby District, and what documents would be produced. Local Plan documents had key implications for places across the district and for communities, businesses, and organisations across and beyond the district. There was a legal requirement to produce a Local Development Scheme, which had to be made publicly available and kept up to date.

Members asked about overspends and the need for additional drawdown, and also mentioned the petition that had been submitted earlier in the meeting and its relation to proposals for Tadcaster.

The Leader explained that a large drawdown of funding from contingency had always been forecast, and that the transport elements of the LDS had cost more than expected.

It was proposed, seconded and a vote taken to agree the recommendations as set out in the report.

RESOLVED: The Council

- 1. recommended that the revised Local Development Scheme, which set out the timescales for the preparation of a new Local Plan, be brought into effect and published; and**
- 2. approved a drawdown of a further £186k from the contingency reserve to complete work on the Local Plan.**

23 INDEPENDENT PERSON APPOINTMENTS TO 31 MARCH 2023 PURSUANT TO THE LOCALISM ACT 2011 (C/22/6)

The Council's Monitoring Officer introduced the report which asked the Council to agree to the appointment of Independent Persons with immediate effect until the abolition of the Council on 31 March 2023, in accordance with Section 28 of the Localism Act 2011.

The Monitoring Officer explained that the Localism Act 2011 required the

appointment of at least one Independent Person. In 2017 the Council continued the appointment of Hilary Putman and Wanda Stables, and appointed Philip Eastaugh.

The appointments of Wanda Stables and Philip Eastaugh were made for three years and Hilary Putman for five years. All three Independent Persons were content to continue to be consulted by the Monitoring Officer throughout the pandemic to deal with complaints and provide support to complainants where appropriate. No matters had required formal action on the part of the Independent Persons to consider investigation outcomes under the standards regime, or to attend the Advisory Panel on Disciplinary Matters relating to Statutory Officers during the period since the formal appointment terms ended.

Having reviewed the situation in 2022, the Monitoring Officer recommended that the engagement of all three Independent Persons be made until the abolition of Selby District Council on 31st March 2023.

It was proposed, seconded and a vote taken to agree the recommendations as set out in the report.

RESOLVED:

That, for the purposes of section 28 of the Localism Act 2011, the Council appointed Hilary Putman, Wanda Stables and Philip Eastaugh as its Independent Persons with immediate effect until the abolition of the Council on 31 March 2023.

24 URGENT ACTION

The Chief Executive reported the following urgent actions she had agreed since the previous meeting of the Council:

- the cancellation of Policy Review Committee on 13 September 2022 following the death of HM Queen Elizabeth II; and
- the drawdown of funds £127k from the contingency reserve fund to support additional technical highway work required for Local Plan.

It was proposed, seconded and a vote taken to note the urgent actions.

RESOLVED:

The Council noted the urgent actions taken and reported by the Chief Executive.

The meeting closed at 7.20 pm.

This page is intentionally left blank

Agenda Item 9



Councillor Mark Crane - Leader of the Council – 13 December 2022

Leader of the Council and Lead Executive Member for Leisure, Strategic Matters, Place Shaping and External Relations and Partnerships. This report covers the period from the Council meeting on 27 September 2022. I have attended meetings of the Local Government Association (LGA) and District Council Network (DCN) and the York and North Yorkshire Local Enterprise Partnership Infrastructure and Joint Assets Board

Development Management

For the period 1 September to 31 October 2022, 100% of 'major' applications were determined within the statutory period or with an agreed extension of time. The figure significantly exceeds the national designation target for majors of 60% set by the Government.

In the same period, 78% of 'minor' applications were determined within the statutory period or with an agreed extension of time. This equates to 36 determined of which 6 were within the statutory 8 weeks and 22 were within the extension of time period agreed. The figure exceeds the national designation target set by the Government for minor applications which is 70%.

88% of 'minor other' applications were determined within the statutory period or agreed extension of time between 1 September and 31 October 2022. This equates to 76 determined of which 45 were within the statutory 8 weeks and 22 were within the extension of time period agreed. The figure significantly exceeds the national designation target set by the Government for minor other applications which is 70%.

In addition to the above, 68 applications which are not reported to DLUHC were determined during this time period, which includes the following types of application:

HENS (Larger household extensions), Agricultural Prior approvals, Prior Notifications, Telecommunications, Discharge of Conditions, Minor Amendments, Works to Trees, County and other Consultations, Scoping reports and Screening opinions for EIA applications. There were also 24 Permitted Development Enquiries dealt with and 10 Certificates of Lawfulness determined.

With regards to performance at appeal, in the period 1 September to 31 October 2022, a total of 3 appeal decisions were received of which were all dismissed.

The Planning Enforcement Team received 87 new cases and closed 72. The Planning Enforcement Team has been working on a range of complex cases, which has included an appeal hearing pursuant to the creation of a touring caravan site on land at A63-A1 Junction 42 Selby Road, Monk Fryston (Little Bengie Quarry), being used to provide Gypsy and Traveller accommodation.

The Section continues to work with North Yorkshire County Council on 5 Nationally Significant Infrastructure Projects that are at various stages with the Planning Inspectorate (PINS) through the Development Consent regime, including 1 at pre-examination stage (Drax Bioenergy with Carbon Capture and Storage), 1 that has been submitted to PINS and is awaiting acceptance, and 3 at pre-application stage (National Grid's Humber Low Carbon Pipelines, East Yorkshire Solar Farm and Helios Renewable Energy Project).

Planning Policy

Consultation on the Publication Local Plan closed on 28 October. A total of 400 individual representations were received in addition to a representation from the Halt Heronby Campaign, which included 742 signatories and a petition objecting to proposals at the Central Area Car Park. We are currently in the process of analysing the comments raised and a report will be presented to Executive in February outlining the next stages for the Local Plan.

A referendum on the Escrick Neighbourhood Plan took place on Thursday 6th October. The referendum posed the following question: "Do you want Selby District Council to use the Escrick Neighbourhood Development Plan to help it decide planning applications in the Escrick neighbourhood area?" There was a 33% turnout to the referendum with 89.7% of the votes cast in favour of 'Yes'. A recommendation is made to Full Council as part of this agenda to enable the Escrick Neighbourhood Development Plan to be made part of the statutory Development Plan.

Quarter one corporate performance monitoring

Executive considered quarter one council performance last month. This looked at the period April to June this year. Colleagues were pleased to note that performance continues to hold up despite the capacity challenges caused by LGR.

There were a number of positive aspects of performance in priority areas, including support to businesses, debt collection, benefits and planning processing, re-letting of empty council homes and aspects of waste collection.

Colleagues also noted a smaller number of performance challenges, such as the pausing of work on the low carbon agenda due to a loss of key staff.

However, overall performance is going well, and the Executive wish to thank staff for their continued hard work.

Mark Crane, Leader of the Council



Councillor Richard Musgrave , Deputy Leader of the Council

Report to Council on 13 December 2022

Housing Repairs

Work continues to address the remaining repairs created during the various Covid lockdowns and subsequent periods of operating restrictions, with 95.22% of the original backlog having now been cleared. Given previously highlighted issues around the limitations of the current repairs management system, work to assess the accuracy of the remaining work orders is ongoing.

Voids

The number of voids being received continues to see high levels within the refurbishment category (75% of the current voids) which significantly impacts our ability to bring these properties back in to use in a timely manner.

Approximately 3% of the Council's total housing stock is void, which remains above what might be termed a 'usual' run rate of typically between 1.5 and 2% of the stock at any one time. This continues to reflect the high percentage of voids we are receiving within the refurbishment category.

We are continuing to work closely with our external contractor partners to support our internal delivery of these works, as well as sub-contracting out delivery of the larger void properties through our recently created framework.

Planned

As outlined in previous reports, our primary focus for this year's programme continues to be around compliance related works to ensure we can deliver a 'safe and legal' portfolio on day one of the new council.

To this end, we have now issued all stock condition surveys and electrical tests to our contractor who is making good progress completing them.

The Council is investing £1.144m to upgrade the thermal efficiency of 29 prefabricated concrete panel bungalows in Sherburn. Work is progressing well, with all properties now re-roofed and new windows and doors installed. Completion of the remaining external

insulation and rendering will be undertaken in January, with completion still projected to be w/e 20th January 2023 (subject to weather).

Housing Standards in Rented Properties.

Following the tragedy of Awaab Ishak, who died at two years old as a direct result of mould in his family home, officers are working in collaboration with colleagues across the North Yorkshire Councils to respond to requests for information from the Department for Levelling Up, Housing and Communities and from the Regulator of Social Housing regarding the processes in place to manage these issues and how the reduction of this risk can be better prioritised to ensure a decent standard of properties for tenants in all sectors in the District.

Expenditure of Section 106 monies

Officers continue to work to ensure that the section 106 monies are expended to provide affordable homes in the Selby District. The Selby District Housing Trust has received consent from the Charities Commission to allow the Council to purchase their properties to ensure that they continue to be available for social housing. This will increase the Council's stock by 34 properties.

In addition, the Council has exchanged contracts with Persimmon Homes to secure the purchase of 22 affordable homes at the Staynor Hall development.

Officers are continuing to work on other options for the remaining balance of the S106 monies so that this programme is handed over to the new Council with a clear plan to use the rest of this time limited funding.

Edgerton Lodge

The disposal of the Council's former homeless accommodation at Edgerton Lodge, Tadcaster is now complete, with the property being sold to a locally based development company. The Council understands that the developer is now drawing up plans for the future use of the site and we look forward to seeing much needed new housing in Tadcaster being delivered in the short to medium term, subject to planning permission being granted.

Councillor Richard Musgrave
Deputy Leader of the Council



Councillor Cliff Lunn, Executive Member for Finance and Resources

Report to Council on 13 December 2022

Q2 Financial Update

My report for the 2nd quarter of the year showed forecast full year revenue outturn surpluses of (£371k) for the General Fund (GF) and (£68k) for the Housing Revenue Account (HRA).

The key financial issues are cost pressures from price inflation mainly on utilities, offset by relatively buoyant income streams (planning, waste and investment income) but with growing uncertainty over future inflation impacts. The impact of a higher than budgeted pay award is mostly offset by higher than usual levels of vacancies.

Housing rents were forecast at £149k below budget, primarily due to voids. Properties are being brought back into use, but the condition of properties when vacated is requiring more work than anticipated.

The £195k saving in the Housing Revenue Account for the housing system, carried forward from 21/22 remains at risk of non-delivery with further delays to implementation of phase 2 and impacts of LGR.

At the end of September, the GF capital programme is forecasting to be underspent by year end by £0.5m, works on the Portholme Crescent car park and the skate park are now expected to take place in 2023/24.

The HRA capital programme is coming under pressure due to the increase in the volume of works required on vacated properties to bring them back into use and the earlier than expected replacement of gas boilers. Based on the cost of an average void experienced in the year to date, this could require additional funds in excess of the available budget. Officers are currently assessing the potential cost implications and options to mitigate this risk, including reducing the scope of void works and prioritising and/or rephasing planned works.

The Programme for Growth showed a forecast net underspend of £97k in 22/23. Growing Enterprise and Low Carbon projects are expected to deliver in 23/24 whilst Sherburn projects that had been anticipated to spend in 23/24 are now expected to deliver this year.

Projects spend was £1.1m in the first half of the year including £520k on staffing costs, £174k on the Transforming Cities Fund project, £122k on the Tadcaster business flood grant scheme and £88k on High Street Shop fronts project.

Treasury Management – Quarterly Update Q2 2022/23

Following the trend reported at Q1, rising interest rates and buoyant cash balances have meant that treasury returns have continued to perform well over the course of the 2nd quarter of the year.

On average the Council's investments totalled £85.85m over the quarter at an average rate of 1.37% and earned interest of £296.5k. Total interest earned over the course of the year now stands at £458.2k (£330.5k allocated to the General Fund; £127.7k allocated to the HRA), which is £382.0k above the year-to-date budget.

Allowing for anticipated interest rate rises, forecast returns for the year could be in the region of £1,189.3k (£857.9k GF, £331.4k HRA) a total budget surplus of £1,036.8k.

It is worth noting that for the General Fund, in accordance with the Council's approved policy, any interest earned above a £350k threshold is to be transferred to the Contingency Reserve. This figure is forecast to be £507.9k.

The council also had £5.34m invested in property funds on 30 September 2022. The funds have achieved a 3.08% revenue return and 2.20% capital loss over the course of the year. This resulted in revenue income of £84.5k to the end of Q2 and an 'unrealised' capital loss of £120.2k. However, these funds are long term investments and under current accounting rules, changes in capital values are only realised when the units in the funds are sold.

Long-term borrowing totalled £52.833m on 30 September 2022, (£1.6m relating to the General Fund; £51.233m relating to the HRA), Interest payments of £1.917m were forecast to be paid in 2022/23, a saving of £59k against budget.

The Council has no plans for any short-term borrowing for the year and I can confirm that the Council's affordable limits for borrowing were not breached during this period.

End of additional discounts for senior and disabled rail travel

One of the implications of LGR and the end of Selby DC will be the end of further discounts for senior and disabled rail travel.

At the moment, if you live in the Selby district you can apply via the Council for a further reduction on either a Senior Railcard (a further reduction of £10.50 off a £30 Railcard) or a Disabled Persons Railcard (£8 reduction off a £20 card) from National Rail – both Railcards entitle the user to discounted rail travel. Over 600 residents took advantage of this in the last year.

However, this is a local agreement, and we are the only district in North Yorkshire that offers this service. It is not something the new North Yorkshire Council will take forward from 1st April.

We will communicate this change to residents and stakeholders in the new year.

Councillor Cliff Lunn, Executive Member for Finance and Resources



Councillor David Buckle - Executive Member for Communities and Economic Development

Report to Council on 13 December 2022

Regeneration

Town Centres Revitalisation Programme

Recently financial approval to progress next phase of Align Property Partner work (RIBA Stages 2&3 - Detailed design, planning, consultation, tender documentation for construction) for both the Low Street enhancement work in Sherburn, and the Bus Station Refurbishment in Tadcaster.

Work progressing on scope for Selby Market Place and Selby Park. The project will be developed in consultation with Market Place and park user groups.

Town Centres Revitalisation Programme Grant Award

Three grants have now been awarded under this Grants programme. Projects include provision of cinema equipment and essential repair works to the Old Girls School Community Centre and physical improvements to Eversley Park entrance in Sherburn.

Changing Places Toilets Grant Fund

Officers continue to work with consultants, and Changing Places Toilet specialists, in defining the final specification for the work and determining final construction costs. The funding award will enable the construction of accessible Changing Places Toilets as part of the Tadcaster Bus Station building improvements and Selby Train Station improvements.

Selby Station Gateway Transforming Cities Fund (TCF)

NYCC's appointed contractor, Galliford Try, are currently undertaking ground investigations across the whole project area. Land assembly negotiations are nearing completion, ensuring all land required to successfully complete the scheme is under SDC control. Demolition of James William House and the Railway Club are expected to take place early in the New Year, ahead of construction work starting.

Community Safety and Prevent

Awareness raising has been an integral part of the recent community safety activity. Officers took part in activity at Selby College during Freshers Week. The

aim of this was to raise awareness amongst students. A variety of safety messages were promoted, including safe consumption of alcohol and personal safety.

The Safer Selby Hub continues to work with partners to address concerns of anti-social behaviour and vulnerability. During the first two quarters of this year, there has been twenty-four cases managed across the Selby District.

Member Community Funding

Since the opening of the 2022-23 scheme, over £40,000 has been provided to community projects. Projects have focused on a range of activities, including early years development, local heritage projects and green space development.

The scheme will close in January 2023. Elected members are encouraged to submit their recommendations of support, as soon as possible.

Business Support and Inward Investment

Close working continues with strategic site developers across the district. Harworth Estates has a current planning application for outline planning permission at Gascoigne Interchange. Following discussions with officers, Harworth have significantly revised their application to reflect advice. Officers have been able to provide several significant enquiries for investment at Gascoigne Interchange, which are now in the feasibility phase.

Officers have also been working with Potter Group at Olympia Park, Glentool at Sherburn 2, Firethorn at Sherburn 42, Cole Waterhouse at Konect 62 (Kellingley) and St. Francis at Core 62 (the former Eggborough power station site). All have exciting plans that are well on track and are making significant progress. In all cases bar Olympia Park, the access road is either built or under construction. There continues to be a strong demand for new investment in commercial space in our district and this has encouraged developers to push ahead strongly with these sites and others in the district.

There is increased demand for new manufacturing space of all sizes from UK and international investors, as well as from local businesses looking to expand. This closely reflects the Council's emphasis on prioritising well paid, skilled jobs, along with investment and an emphasis on high quality environmentally friendly construction. Working directly with the York and North Yorkshire LEP and the Department for International Trade has seen a continued increase in credible investment enquiries for development sites across Selby District. Officers have made several presentations to DIT proposing Selby district sites for international inward investment.

The initiative to increase engagement with large businesses across the district continues, with meetings held with a range of local companies. The key objective is maintaining a strong relationship with large employers in the District and to work together to overcome challenges, support growth and highlight good practise, as well as updating those businesses on LGR and devolution.

July to September 2022 saw 89 local businesses supported. Many continue to be optimistic despite facing a number of challenges including recruitment, supply chain difficulties, cost increases (especially fuel) and challenges finding property. However, there have been a range of new start businesses and many local businesses are expanding. There is a specific challenge regarding hospitality businesses, which have been hit harder than most UK wide and whilst those in the district have also had their challenges, the sector has proven to be resilient locally, particularly in Selby. Loungers plc have built the very impressive new Barco lounge which opened in mid-November. Officers and councillors were involved in making the case for Loungers to invest in Selby and supporting the planning application to convert the former Virgin Money bank, as well as their integration into the town.

Business networking events have continued in the district, with attendance numbers continuing to grow and now well above pre-pandemic levels, The 12-month programme of employment forums culminated in an all-day employment and skills conference held at the Parsonage in Escrick, where more than 100 local businesses attended to hear a range of speakers and to engage with other businesses. The programme of events and the conference were run by officers to help address the significant challenges of recruitment facing employers across the district at present. These issues will continue to be addressed in the regular events. The council is also continuing with its series of workshops on pressing issues facing local businesses. An additional monthly forum aimed specifically at hospitality and retail businesses has been launched and has been a success so far with 25 plus businesses attending each event. The aim is to launch similar events in Sherburn and Tadcaster in the future. A successful initiative coming out of that forum is the #shoutoutforSelby #shoutoutforTadcaster #shoutoutforSherburn campaigns, which are gaining momentum.

Councillor David Buckle - Executive Member for Communities and Economic Development

This page is intentionally left blank



Councillor Tim Grogan, Executive Member for Health & Culture

Report to Council on 13 December 2022

Licensing

Evening visits were conducted by the Licensing Team on the 14 October in both Tadcaster and Selby. These identified a number of shortcomings for which licence holders were advised as to their future conduct. More visits are planned to premises over the next few months, incorporating other agencies.

A self-assessment licensing scheme, known as SAVI, has involved 16 premises of which 2 have received accreditation. This success has been promoted on the Council's social media pages. Officers are also working on the Community Alcohol Partnership which uses education and enforcement to reduce anti-social behaviour and underage drinking within the district.

A new hackney carriage table of fares came into effect on the 18 November 2022, following a public consultation and work continues on Local Government Reorganisation where taxi licensing policy is now out for public consultation until 19 January 2023.

Environmental Health and Enforcement

The expertise and legerity recently demonstrated by these two departments has resulted in two successful prosecutions at York Magistrates Court:

The first involved the Parsonage Hotel, where in October 2021 a visitor received a serious Achilles injury. Following an investigation both the company and director appeared before York Magistrates on 11 November 2022, where guilty pleas to various breaches of Health and Safety legislation were recorded. Sentencing was adjourned until 23 December 2022.

The second case concerned a woman who fly tipped a bed, mattress and a set of drawers. She pleaded guilty following which when was fined £246, ordered to pay a victim surcharge of £35 and costs of £250 to the Council. A moment of irresponsible behaviour cost her £580.

Enforcement has several ongoing cases and, in addition, issued two fixed penalty notices for littering, one for a fly tipping and served several warning letters. A visit to a

parish council meeting with representatives from Kirk Smeaton, Stapleton and Little Smeaton to discuss their work was well received. Work on LGR continues and officers are actively involved with a number of “Task and Finish” groups looking at the key functions of Environmental Health and Enforcement. The aim of this is to help smooth the transition to North Yorkshire Council.

Visitor Economy & Tourism:

The eximious nature of Selby District’s visitor economy businesses have been recognised in the Visit York Tourism Awards. Stillingfleet Lodge Gardens has been short-listed in the Ethical, Responsible and Sustainable Tourism category, The Drovers Arms has been short-listed as Pub of the Year and The Dovecot Barns in Kelfield has been shortlisted under the Self-Catering Accommodation of the Year category.

The Food & Drink Improvement Plan is complete. This centres on maximising opportunities for businesses to focus on food tourism, buying locally and highlighting the district’s high-quality SMEs and micro-businesses.

The Heart of Yorkshire website has new content focussing on Christmas events and activities including Riccall’s Dickensian Christmas Fayre, Selby’s Christmas Market & Light’s Switch on and Hornington Manor’s wreath-making workshops.

The dates for the next Resident’s Engagement Festival have been set for the April 2023. It encourages local communities to get out and take advantage of special offers from the District’s visitor economy businesses.

Cultural Development Framework:

Arts Council England has announced its investment in National Portfolio Organisations (NPOs) for the next 3 years. NPOs receive regular investment and we have not previously had one in Selby District. However, Mediale, based in Selby, will receive £196,000 a year for 3 years (starting April 2023). The award is partly to enable the Mediale team to support our ambition for culture in the District. Arcade, who are working with the community in Tadcaster, have also been awarded NPO status.

The delivery of Selby Stories, the cultural programme for the High Street Heritage Action Zone, continues to gather pace. Multiple artist’s commissions are ongoing and work to recruit the next 6 schools for our singing project are underway. So far 255 children from 7 schools have participated, including children from Riccall, Barlby Bridge, Wistow, Brayton, Staynor Hall and Selby.

Councillor Tim Grogan
Executive Member for Health and Culture

Agenda Item 10



Councillor Karl Arthur – Chair of Audit and Governance Committee

Update to Council on 13 December 2022

The Committee has met once since the last update provided to the Council on 27 September 2022. The meeting took place on Wednesday 26 October 2022.

Audit and Governance Committee Meeting – 26 October 2022

This meeting had a busy agenda. Amongst the items considered were the applications for use of the Regulation of Investigatory Power Act 2000 (RIPA 2000) which was presented to the Committee by the Solicitor to the Council who explained that the Council had a duty under RIPA 2000 to demonstrate how requests for covert directed surveillance activities were determined and recorded. Members noted that there had been no applications for authorisations of the use of covert surveillance, pursuant to the RIPA Act 2000, between 1st October 2021 and 1st October 2022. Members noted the report.

The Solicitor to the Council also presented the Corporate Complaints and Compliments Annual Report April 2021 – March 2022 and the Local Authority Ombudsman Annual Review Letter 2022 and explained that this report was an opportunity to inform Members on individual service area improvements within the Authority. The Committee heard that for the year 2021-22 there had been an increase in the number of complaints escalated to the Ombudsman, however of those twelve complaints only two had been investigated, and neither complaint made against the Authority had been upheld. Therefore, members noted that the Local Governments Ombudsman (LGO) had reported a nil return for complaints upheld for Selby District Council in 2021-22. Members queried why a large number of complaints received were attributed to the Planning Service Area. The Solicitor explained that this was not unusual for a local authority and that the LGO provided training courses specifically for this service area and that going forward it would be recommended to North Yorkshire Council that planning officers attend any relevant LGO training available. Members noted the report.

The Partner from Mazars presented the External Audit Completion Report 2021-22 and explained that it set out a summary of external audit conclusions. The Committee heard that the external audit was still ongoing, however it was anticipated that an unqualified opinion, without modification, would be given on the financial statements and that work was yet to be completed in respect of the Councils value for money arrangements. This would be reported to Members in the Annual Report due to come to the Committee in January 2023. Members noted that the Covid payments and Housing Revenue Account audits were now complete. However, the work in relation to the year-end value for Selby Business Centre, Capital Commitments, Earmarked Reserves and Long Term Investment Balances remained ongoing. To date the

Assurance Letter that had been requested from the North Yorkshire Pension Fund Auditor had not been received. Members noted this report.

Following on from the External Audit Completion Report, the Chief Finance Officer for the Council presented the Statement of Accounts for 2021-22, which enabled Members to undertake a detailed examination of the Councils financial accounts for the financial year. It was explained that the Audit was still to be concluded, as there were two significant matters outstanding, as Members had already heard from the External Audit Completion Report. Members heard that the two outstanding areas related to the current valuation of Selby Business Centre and Council Disclosures around Capital Commitments under Contract. The assurance letter from the North Yorkshire Pension Fund Auditors also remained outstanding, however it had been indicated that this would be received in November 2022.

A number of queries were raised by members in relation to the accuracy of the figures contained within the report under officer remunerations and movements in the number of senior officer posts between the 2020-21 and 2021-22 financial years and the total value for member allowances in the 2021-22 financial year mentioned in the disclosure notes. Further details as to the usage of in year transfer out of £8,507K from the Special Projects Unallocated Reserve were also requested. The accountant explained that he would review the figures and circulate a detailed response to the Committee who were assured that any material changes within the accounts would be reported back to the Committee as a whole. The Committee approved the Statement of Accounts subject to completion and authorised the Chief Finance Officer to sign the Letter of Representation as set out in the draft External Auditors Report.

The Committee also considered the Internal Audit, Counter Fraud and Information Governance Progress Report for 2022-23. Amongst items discussed in the progress report members were informed that the key focus of counter fraud work was in preparation for Local Government Reorganisation (LGR) in North Yorkshire, to ensure that strong counter fraud policies and procedures were in place for inception day of the new authority. It was highlighted that an e-learning package for employees had been produced at all the Councils involved in LGR which raised awareness of risk and focused on threats that may be experienced before and after the new Council was formed. The Committee also acknowledged that the Council had completed a review on Information Governance policies, and all were now published on the Councils website. The Committee queried what the cost to the Authority in terms of counter fraud hours to recover monies, which had been identified as lost through fraud investigation. It was confirmed that there were a number of facts which made it difficult to quantify the cost. However, overall, the figures were similar across all local authorities. As at the meeting in July, Members raised concerns regarding the completion rates for officer Personal Development Reviews (PDRs), and it was requested that the Committee be provided with the current PDR completion figures. Members agreed to note the report. It was also resolved that Members be provided with a breakdown of percentage figures showing the amount of monies recovered against the cost of Counter Fraud work required to investigate and make the recovery and that officers circulate the current PDR completion rates to Members.

Finally, the Committee considered two internal audit reports which had been completed on 13th October 2022 which had only provided "Limited Assurance." Members noted that actions had been agreed which were appropriate to address the risks identified and proportionate in view of LGR.

Update on the queries raised by Members at the Committee Meeting

Statement of Accounts for 2021-22

Earmarked Reserves – Special Projects Unallocated Reserve

Members queried the in-year Transfer out of £8,507k from the Special Projects Unallocated Reserve. The transfer out is made up of the following 3 elements:

- £8,000k To Programme for Growth Reserve
- £500k to Contingency Reserve
- £7k to Business Rates Equalisation Reserve

This was in line with the Council's Medium Term Financial Strategy, approved by Full Council on 22/07/2021:

Members Allowances

Members queried the total 2021/22 value in the disclosure note, correctly identifying that the total did not match the constituent parts detailed within the note.

This had arisen due to a rounding issue in the Statement of Accounts working paper and has since been corrected.

Officers' Remuneration – Movement between years

Members queried the remuneration movements in a number of senior officer posts between the 2020/21 & 2021/22 financial years and requested further explanation as to the cause of these movements.

Further investigation of this note has identified that, whilst the values presented in the note are correct, there had been a misalignment between the figures and senior officer posts in the 2020/21 table presented in the accounts. This has now been corrected.

Internal Audit, Counter Fraud and Information Governance Progress Report for 2022-23

Personal Development Reviews (PDR's) figures

In relation to the completion rate for Personal Development Reviews (PDR's), the figure as of 30 November stood at 80%.

Breakdown of the counter fraud officer salary costs needed to investigate and recover the actual savings in 2021-22

2021/22 savings reported to the Committee in October was £8k. As no covid-19 grant related savings had been recorded in the year to date, the report did not make reference to the further £8,097 saved in 2021/22, bringing the true total to £16,854.

	Day rate	Investigation days	Investigation costs	Savings
2021/22	£266	55	£14,630	£16,854
2022/23	£277	60	£16,620	£16,619*

*2022/23 savings as at 31/10/2022

As explained at the last committee meeting, this work had a range of impacts which did not directly result in savings and the deterrent value of the work undertaken across the team's activities could not be quantified.

Meetings attended Outside the Committee Meeting – Meeting with North Yorkshire County Council Audit Committee 3rd November 2022

As explained in the Chairs Address at the Audit and Governance Committee Meeting on 26th October 2022, the Chief Finance Officer and I attended an online meeting with the North Yorkshire County Council Audit Committee at which the financial position of Selby District Council was explained to the NYCC Committee to give some indication as to the current state of affairs and to help provide a smooth transfer of work to the NYCC committee going forward.

Next Meeting of the Committee

The next and final meeting of the Audit and Governance Committee will be taking place on Wednesday 25 January 2023 commencing at 5.00pm.

I commend my statement to the Council.

Councillor Karl Arthur
Chair, Audit and Governance Committee



Councillor Chris Pearson, Chair of the Policy Review Committee

Update to Council on 13 December 2022

The Policy Review Committee has met twice since the last update to Council on 27 September 2022. The meetings took place on 18 October and 6 December 2022.

Policy Review Committee Meeting – 18 October 2022

Members considered the following matters:

Monk Fryston and Hillam Community Buildings Sustainability Project

The Committee welcomed Mr Ray Newton from the Monk Fryston and Hillam Community Buildings Sustainability Project to the meeting who gave an overview of the project, which aimed to make five community buildings (the Community Centre, the Primary School, St Wilfred's Church and Church Hall and the Cricket Club) across the two villages of Monk Fryston and Hillam carbon neutral.

It was explained that the project had come about through a small group of people who wished to reduce the communities carbon emissions, and who joined forces with other like-minded people and organisations within the two villages to effect change.

Members noted that external advice had been provided by the Chief Officer at Selby District Association of Voluntary Services (AVS), and the Yorkshire Energy Doctor, Kate Urwin. It was commented that their contribution had been invaluable in terms of signposting the group towards organisations who could potentially offer grant funding and in establishing baseline electricity usage data, suggesting ways in which to make the buildings more energy efficient, and investing in a thermal imaging camera.

Members heard a timeline of events for the project which had been conceived in 2019. A Steering Group had been formed and following a community survey which established that there was strong support for the project, the group applied for a grant from the Rural Community Energy Fund (RCEF) to undertake a feasibility study to assess if the aim of making the buildings carbon neutral was realistic; the application was successful.

The feasibility study clearly showed that given the dispersal of the buildings round the two villages that they could not benefit from a shared power or heating system, therefore each building was surveyed on its individual requirements with a customised solution developed for each one.

Members heard some of the actions which had already been implemented, such as mounted solar panels, EcoWall insulation, electricity storage battery, replacing lights and windows and installation of a new heating control system.

Mr Newton informed the Committee they had been encouraged by the Council's Low Carbon Project Officer to share their knowledge and write a press release that would

publicise what the group were achieving, this had prompted pod casts and the group being featured on a Radio York broadcast.

Members asked questions to include, were any local businesses involved with the project, where were the simplest savings to be made, who was responsible for the governance and any grant funding monies received; and how many electricity storage batteries were in use at the Community Centre. It was confirmed that as the project had started at the beginning of the pandemic, all the local businesses had been closed, and therefore none were involved with the project, and the simplest savings were made through a reduction in energy consumption. In terms of governance, a Steering Group met twice yearly, with any advice being passed to the individual organisations. Any individual funding received sat within the organisation that had applied and been granted the funds. With regard to the Community Centre, the Committee were advised that the building had one electricity storage battery, as the electricity supply cable limited the number of batteries which could be installed. In the five months from May to September 2022 it was noted that the building had taken only 4% of electricity from the national electricity grid.

Mr Newton stated that the group did not offer advice, as they were not suitably qualified to do so, however they did share their experience and learning with other village groups in the hope that they would not make the same mistakes made by the group in the early days of the project.

Finally, in relation to what it was felt the Council could do to enable sustainability, Mr Newton listed a number of suggested initiatives to include developing an exemplar building, supporting local community groups, and signposting groups to public works loans via Parish Councils.

Update on the Low Carbon Working Group (LCWG)

The Committee had received a short update note on the work of the Low Carbon Working Group (LCWG) prior to the meeting. Members had a number of queries regarding the information contained within the note in relation to the role that the York and North Yorkshire Local Enterprise Partnership (Y&NYLEP) would be taking in co-ordinating on the low carbon agenda in the future, the total number of trees which had been planted in the district by Selby District Council, were solar farms included within the Climate Change Strategy; and did fuel poor homes refer to poor insulation, and if so was there a target to be met.

The Committee had noted that NYCC had secured £2m of funding through the local EV Infrastructure (LEVI) pilot scheme to deliver electric vehicle charge points across deeply rural parts of the county. Members queried why the funding was being used for this purpose when local bus service routes were being discontinued. The Solicitor to the Council was unable to provide an answer to the queries but stated that she would speak with the officers concerned and circulate the information to the Committee.

Members agreed that they would like an additional Committee meeting adding into the calendar to discuss the low carbon agenda within the district and also to receive a presentation on the Y&NY LEP's Routemap to Carbon Negative.

Universal Credit Update

The Committee heard that the number of recipients of Universal Credit within the Selby area, taken from the latest figures available from May 2022, stood at 3921 recipients.

Members queried why the Department for Work and Pensions (DWP) managed migration of legacy benefit recipients onto Universal Credit had stopped. The Solicitor to the Council was unable to provide an answer to the query but stated that she would speak with the officers concerned and circulate the information to the Committee

Work Programme

The Committee considered the work programme for 2022-23. At the last meeting of Policy Review Members had requested that once the Selby Local Plan consultation period had closed, that the Committee review the documentation arising from the Local Plan work. It was confirmed that the item had been added to the Policy Review work programme for January 2023.

Members were reminded that the next date in the Committee Calendar for Policy Review Committee was Tuesday 6 December 2022 however this was being held provisionally and it was queried if the date should be removed from the calendar. The Committee agreed that they wished to confirm the 6 December 2022 date and requested that, as had been discussed at agenda item number 5, the Chief Officer of the AVS along with officers from Selby District Council and North Yorkshire County Council be invited to attend the meeting, to discuss the low carbon agenda within the district, and receive a presentation on the Y&NY LEP's Routemap to Carbon Negative.

Policy Review Committee Meeting – 6 December 2022

Members are due to consider the following matters:

Selby Sustainability Partnership and Our Zero Selby Project
York & North Yorkshire Local Enterprise Partnership (LEP) Routemap to Carbon Negative
Emerging North Yorkshire Council (NYC) Climate Change Strategy
Policy Review Work Programme 2022-23

As the meeting took place after the deadline for the Council agenda papers, a verbal update will be provided at the meeting.

The Policy Review Committee will be meeting next in January 2023.

Councillor Chris Pearson, Chair of the Policy Review Committee

This page is intentionally left blank



Councillor Steve Shaw-Wright – Chair of Scrutiny Committee
Update to Council – 13 December 2022

The Scrutiny Committee has met twice since the update given at the last meeting of the Council in September 2022; the meetings took place on 27 October and 24 November 2022.

The following items were on the agenda for the meeting on 27 October 2022

North Yorkshire Safeguarding Adults and Children Boards Annual Reports 2020-21

Members were asked to note the content of the Annual Report for the North Yorkshire Safeguarding Adults Board (NYSAB), and the North Yorkshire Safeguarding Children Partnership (NYSCP) Independent Scrutineers Annual Report 2020-2021.

It was noted that a Section 11 and governance audit had been developed with the North Yorkshire Safeguarding Children's Partnership, City of York Safeguarding Adults Board and Safeguarding Children's Partnership; and there had been a review of the guidance which had been written for responding to concerns about Persons in a Position of trust (PiPoT). The Committee were informed that over the year of 2020-21, 3456 safeguarding concerns had been received, this showed a decrease of 23% from the previous year.

The Committee heard that the NYSCP was a statutory body, led by an Executive which carried co-ordination and accountability responsibilities under the 4 Priorities: a safe life, a happy family life, a healthy life: and achieving in life. It was noted that the Independent Scrutineers Annual report had identified that there were children and young people with special educational needs who required additional support beyond the resources available, and that there had been an increase in family poverty caused by adults' job uncertainty, leading to a need for more access to free school meals or other practical support.

Members asked a number of questions in relation to the use of acronyms within the report, what was being done to rectify the issue of low attendance at meetings, why there was no inclusion of statistics at a district level, and what actions were being taken to ensure that all carers were Disclosure and Barring Service (DBS) checked, to ensure that person's suitability to the job position. Finally, in terms of placing children into foster homes, it was queried what involvement the Board had in the process and with whom did the responsibility sit. The officer stated that she would feed back the comments made by the Committee to the NYSCP Executive, and any formal response would be circulated to Members.

Update on the Council's Void Property Portfolio

Members received an update on the current position in respect of void properties within the Council's residential property portfolio. It was explained that Selby District Council (SDC) currently owned circa 3,000 domestic properties across the district: with significant

stock concentrations around the three main towns of Selby, Sherburn in Elmet and Tadcaster.

The Committee were informed that there were three categories of voids, a standard void, a major void, and lastly, a refurbishment, and it was explained what the level of works would be required at each category and the target for completion of those works, to bring the property back into use. It was highlighted that an increasing number of properties returned to the Council had started to fall into the refurbishment voids category.

The Committee was informed that the Council currently had 87 void properties awaiting works, 12 completed voids ready for re-letting to prospective tenants, 1 completed void required for the resettlement programme, 2 specialist void properties being held for specialist adaptations: and 2 voids removed from the housing stock pending possible demolition and re-development.

In terms of the Council's Key Performance Indicator's (KPI's), Members noted that at the end of quarter one of 2022-23, performance against all KPI's was significantly ahead of target and comparable to other providers in the sector; and the trend in performance had been one of improvement.

The Committee raised concerns regarding the length of time that some properties were perceived to be empty with no visible works being undertaken. Members stated that they understood that the properties had to be brought up to a particular standard but felt that the work must be completed at a quicker pace to provide high quality, safe and affordable homes for people within the district who needed them. The officer concurred with Members and advised that officers were focussed on refurbishing the void properties as swiftly as possible, and that this was a key delivery ambition for the Council.

Finally, a Member queried what works were currently being undertaken at the Micklegate car park in Selby, in terms of the repairs required to the external lighting and the bollards which had been knocked down, and in relation to the Council's refurbishment plans for the districts car parks, at what stage were the team at with this work. The officer advised that he would investigate the issue and circulate a response.

The following items were on the agenda for 24 November 2022

Parking Enforcement in the Selby District

The Senior Traffic Management and Parking Engineer at North Yorkshire County Council attended the meeting remotely via Teams, to discuss the issue of on-street parking within the district, however due to technical difficulties the officer could not be heard by the Councillors in the Council Chamber; therefore, the item was abandoned

Corporate Performance Report Q1, 2022-23

The Committee were asked to consider and comment on the performance information presented to them for Quarter 1, 2022-23. Officers summarised progress in Quarter 1, with 70% of KPIs reported showing improvement over the longer term or having maintained 100% performance, and 78% of KPIs reported were on target, with 9% of KPIs within acceptable tolerances.

The Chair queried what the projected performance figures were expected to look like for the Council up to Vesting Day in March 2023. The officer confirmed that there was significant pressure in terms of resources, with a number of vacant posts and significant time taken out of the normal working day for officers to contribute to the numerous local government review (LGR) workstreams. However, services continued to focus on Council priorities such as those presented in the report. The officer stated that it was hoped that current staffing levels would at least be maintained for the remaining period left for Selby District Council.

Queries were raised in relation to the performance of Stage 2 corporate complaints response times and the average days staff sickness figures. The officer explained that the number of Stage 2 complaints was so small, that it took just one complaint not to meet the target response date to distort the final figures. In terms of the rise in the sickness figures, it was explained that as all staff had worked from home during the Covid lockdowns, the sickness figures had to some extent been masked, and during this period staff lost immunity so were consequently susceptible to more infections at present. Furthermore, absence due to Covid infections were no longer excluded from reporting. However, Members were assured that sickness absence was being actively managed.

Members requested an update on the Selby Local Plan consultation which had ended in October 2022, the Planning Policy Manager explained that the team were currently reviewing comments and were on track to present a report to Executive in February 2023 on the next steps for the Local Plan.

In relation to Empty Homes and the part funded programme by Homes England to acquire 10 empty homes, the Committee queried if work to identify further opportunities to increase the Council's affordable housing portfolio had enabled SDC to secure any properties; and if there was a timeframe for how long the Council spent in negotiations for a particular property.

Section 106 Agreements and Community Infrastructure Levy (CIL) Monies

The Planning Policy Manager provided an update on the Infrastructure Funding Statement (IFS) 2020-21. The officer explained that the IFS was an annual report which provided a summary of all developer contributions relating to Section 106 agreements (S106) and the Community Infrastructure Levy (CIL) for a given financial year.

Discussion took place around the significant S106 commuted sums that the Council was currently holding for the development or acquisition of off-site affordable housing, and the 'backstop' date by which the funds must be expended, or the monies returned to the relevant developer. In response to a query regarding whether the S106 monies could be spent in the Selby District after Vesting Day in 2023, it was confirmed that the S106 monies could be used within Selby District as this was specified in the relevant legal

agreements, however the Community Infrastructure Levy (CIL) could not and would therefore transfer over to North Yorkshire Council on the 1 April 2023. Discussions were ongoing in relation to whether monies would be ring fenced to the area in which they were collected.

Work Programme 2022-23

Members agreed to the cancellation of the provisional date held in the Committee Calendar for Scrutiny Committee on the 15 December 2022.

Future Meetings: The next meeting of the Committee will be on 19 January 2023.

Councillor Steve Shaw-Wright, Chair - Scrutiny Committee



Report Reference Number: C/22/8

To: Full Council
Date: 13 December 2022
Status: Non-Key Decision
Ward(s) Affected: Escrick
Author: Ryan King, Senior Planning Policy Officer
Lead Executive Member: Councillor Mark Crane, Leader of the Council and Lead Executive Member for Leisure, Strategic Matters, Place Shaping and External Relations and Partnerships
Lead Officer: Martin Grainger, Head of Planning and Interim Head of Regulatory Services

Title: Escrick Neighbourhood Development Plan 2021-2035

Summary:

This report seeks Council approval that the Escrick Neighbourhood Development Plan should be made part of the Development Plan for Selby District following a positive outcome of the referendum held on 6th October 2022. The referendum posed the following question: "Do you want Selby District Council to use the Escrick Neighbourhood Development Plan to help it decide planning applications in the Escrick neighbourhood area?" There was a 33% (246 ballot papers issued) turnout to the referendum with 89.7% (219 votes recorded) of the votes cast in favour of 'Yes'. 10.2% (25 votes recorded) of votes were cast in favour of 'No'. Two ballot papers were rejected.

Recommendation:

That Council formally make the Escrick Neighbourhood Development Plan 2021-2035 as part of the Development Plan for Selby District following the positive outcome of the referendum held on 3 August 2021.

Reasons for recommendation

Council is asked to agree the recommendation to enable the Escrick Neighbourhood Development Plan to be made part of the statutory Development Plan under the provisions of s38A of the Planning and Compulsory Purchase Act 2004 (as amended) which requires that the Council must adopt or 'make' the Neighbourhood Plan if more than half of those voting have voted in favour of the Plan.

1. Introduction and background

- 1.1 Through the Localism Act, Selby District Council (SDC) has a duty to support Parish and Town Councils who wish to prepare a Neighbourhood Plan.
- 1.2 There are a number of stages involved in producing a Neighbourhood Plan, broadly grouped into three areas. The first is for the Town / Parish Council wishing to prepare a Neighbourhood Plan to submit their proposed Neighbourhood Area to SDC for designation. The second stage is the preparation of the Plan to inform the development of the vision and the formulation of policy, proposals and site allocations. The third stage includes the submission of the proposed Plan to SDC for consultation, an independent examination of the plan and subsequent public referendum.
- 1.3 Escrick Parish Council, as the qualifying body, submitted an application to SDC for the whole Parish of Escrick to be formally designated as the Escrick Neighbourhood Area. The application was approved in November 2017.
- 1.4 Escrick Parish Council developed a draft Neighbourhood Plan with input from the community and submitted it to SDC in January 2022. The submitted version of the Plan was publicised and comments invited from the public and stakeholders for a six-week period with consultation closing on 4th April 2022.
- 1.5 Following consultation on the draft Plan SDC, in agreement with the qualifying body, appointed an Independent Examiner, Mr Patrick T Whitehead, to review whether the Plan met the 'Basic Conditions' (and other legal requirements) and whether the Plan should proceed to referendum.
- 1.6 The Examiner's Report was published on the Council's website on 29th June 2022. The report concluded that, subject to making modifications recommended by the Examiner, the Plan met the Basic Conditions (and other legal requirements) and should proceed to referendum.
- 1.7 SDC considered each of the modifications recommended in line with Regulation 18 of the Neighbourhood Planning (General) Regulations 2012 (as amended) and agreed to accept them. For the reasons given by the Examiner, SDC was satisfied that subject to the proposed modifications by the Examiner, the Plan met the Basic Conditions detailed in para 8(2) of Schedule 4B of the Town and Country Planning Act 1990.
- 1.8 Delegated approval to proceed to referendum was given on 22nd June 2022 by the Head of Planning and Interim Head of Regulatory Services in consultation with the Lead Councillor for Place Shaping.

2. Making the Plan

- 2.1 A referendum relating to the Escrick Neighbourhood Development Plan was held on Thursday 6th October 2022. The referendum area covered the civil parish of Escrick, in line with the approved Neighbourhood Area. The question

which was asked at the referendum was “Do you want Selby District Council to use the Neighbourhood Plan for Escrick Neighbourhood Area to help it decide planning applications in the neighbourhood area?”.

- 2.2 Following a 33% turnout, 89.7% of those voting were in favour of using the Neighbourhood Plan for Escrick to help SDC to determine planning applications in the Neighbourhood Area.
- 2.3 Once made, the Escrick Neighbourhood Development Plan 2020-2027 will become part of the statutory development plan for Selby District. Statute provides that planning applications should be determined in accordance with the provisions of the Plan’s policies unless material considerations indicate otherwise. However, the weight attached to the Development Plan must still be balanced with other material considerations when considering planning applications.
- 2.4 In accordance with Regulation 18A of The Neighbourhood Planning (General) Regulations 2012 (as amended) the prescribed date for making (adopting) a Neighbourhood Development Plan “is the date which is the last day of the period of 8 weeks beginning with the day immediately following that on which the last applicable referendum is held”. In this instance the earliest date the Plan can be ‘made’ is 2nd December 2022.

3. Legal / Financial Controls and other policy matters

Legal Issues

- 3.1 Under the provisions of the Planning and Compulsory Purchase Act 2004 and relevant regulations, the Council has no discretion in making the Plan unless it considers that making it would breach, or would otherwise be incompatible with any EU obligation or any of the convention rights (within the meaning of the Human Rights Act 1998). Officers are satisfied that making the plan would not breach or be incompatible with these requirements. In addition, under the provisions of the Neighbourhood Planning Act 2017 the Plan, as a post referendum plan, should be considered as part of the Development Plan from the point of approval at referendum even if the Council has not yet approved or ‘made’ the plan. It therefore carries full weight in decision making.

Financial Issues

- 3.2 There is a cost of administrating the latter stages of the Neighbourhood Plan process as well as the cost of the referendum. The costs of appointing the Examiner and holding the referendum fall initially to SDC but are reimbursed by the Government. The robustness of the Neighbourhood Plan policies will be tested over time by Independent Planning Inspectors on appeal. Liability for future appeal costs lie with SDC as the Local Planning Authority and as such the usability of the Plan and its impact on decision making will be monitored. With regard to the referendum expenses, the limit that will apply will be £2,406.43.

- 3.3 Further to the costs of developing a Neighbourhood Plan there are some implications to the funding for CIL. Regulations 59A and 59F of the CIL legislation requires that 15% of the CIL collected within a parish area is to be retained for spending on infrastructure within that area. However, where there is an adopted Neighbourhood Plan in an area then the CIL collected for local infrastructure increases to 25%. The administration fee remains at 5% of the CIL collected and the wider infrastructure CIL collected reduces from 80% to 70% for those areas with a Neighbourhood Plan in place.

Impact Assessment

- 3.4 The Plan was screened for Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) by SDC, which found that it was unnecessary to undertake SEA or HRA, a conclusion supported by the statutory consultees and the Independent Examiner.

4. Conclusion

- 4.1 Paragraph 38A (4) (a) of the Planning and Compulsory Purchase Act 2004 as amended requires that the Council must adopt, or 'make' the Neighbourhood Plan if more than half of those voting have voted in favour of the Plan. In the case of Escrick, the referendum results indicated that of the 246 votes cast, 219 (89.7%) were in favour of using the Neighbourhood Plan for Escrick to help it decide planning applications in the Escrick Neighbourhood Area.

5. Background Documents

- 5.1 The Escrick Neighbourhood Plan, Independent Examiner's Report, referendum details and other relevant supporting documentation is available on the Council's website at: <https://www.selby.gov.uk/escrick-neighbourhood-development-plan>

6. Appendices

Appendix A – Escrick Neighbourhood Development Plan 2021-35
Appendix B – Escrick Design Code

Contact Officer:

Ryan King, Senior Planning Policy Officer
rking@selby.gov.uk



Escrick

Neighbourhood
Development Plan

Page 47



2021 - 2035

FOREWORD BY CHAIR

Welcome to the Neighbourhood Development Plan (NDP) for Escrick Parish.

We are fortunate to live in a very attractive and distinctive area of North Yorkshire. Escrick Parish has a rich and diverse heritage, going back to the Domesday Book, and it continues to attract visitors, tourists and new residents. The Parish also supports a cross section of businesses of different sizes and sectors.

Neighbourhood Development Plans are not designed to prevent development, but to ensure that development is of appropriate scale and character within each Neighbourhood Plan area. The underlying aim of our Plan is to seek to ensure sustainable development that meets the needs of current and future generations, whilst protecting, nurturing and enhancing the natural, built and historic environment.

Work started in October 2017 when the project team was formed. Our core team consists of a wide cross section of talent and skills from inside and outside the Parish including, Parish Councillors, Escrick Parish residents and planning consultants from Integreat PLUS, who we appointed to guide and advise us through the process. In addition we have mobilised and engaged with over 100 stakeholders who contributed with online responses, comments and ideas throughout the process.

Their participation has included; advice, guidance, website creation and content, social media content, reviewing documents, posting flyers through letterboxes, attending public events, completing surveys and questionnaires. All of this work undertaken against the disruptive backdrop of the Covid 19 pandemic

Conserving and enhancing the natural and built environment will not only improve the lives of local people, but can further strengthen the economy through tourism and business.

The Plan, which covers the period 2022- 2035, provides an important opportunity to ensure that future development is well planned and takes account of the views and aspirations of the local community.

In addition we would like to thank Locality for providing the grant funding that has enabled production of this Plan and supported our journey through the process. It is also important to acknowledge that all of the key contributors to the Plan have done so in their own time as volunteers. The professional deliverables, plans and policies that now constitute our Plan are a testament to their enthusiasm and tenacity.

We believe our Neighbourhood Plan will make a lasting contribution to maintaining and improving our local community for today's and tomorrow's residents and business stakeholders.

Richard Rowson.....Chair of Escrick Parish Council
Tudor Rees.....NDP Project Leader

We would also like to thank the following:

- Members of the NDP project team
- Other Escrick Parish councillors
- The many village residents who have contributed in various ways
- The village societies who have contributed in many ways
- Escrick heritage group
- Escrick Park Estate
- The many local business stakeholders
- Adjacent Parish Councils
- Selby District Council
- North Yorkshire County Council

VISION

Our Vision for the Parish:

- A well maintained, vibrant Parish, where people take pride in their community
- Retaining the rural character, access to open spaces and community for various ages and demographics
- Retain good transport links to the wider area
- Improve cycle connectivity within the Parish and to the wider cycle network
- Mitigating the impact of through traffic on the community
- Supporting local businesses that provide local employment amenity to residents
- Support appropriate scale growth that complements the existing character, and supports the sustainability of Parish services
- Maintain and enhance local services and amenities to support a strong sense of community amongst all age groups and demographics
- Promote a community where families can afford to live and want to stay
- A community that is safe, and feels safe, to its residents
- A community that adapts to a changing world, whilst respecting its rural agricultural Estate heritage.

CONTENTS

	Foreword.....	p.2
	Vision Statement.....	p.3
	List of policies by topic.....	p.5
1.0	Introduction.....	p.6
	Map of Escrick Plan Area.....	p.7
	Process.....	p.8
	History of Escrick.....	p.10
	Escrick today.....	p.12
	Engagement	p.14
	Vision.....	p.17
	Objectives.....	p.18
2.0	Community & Facilities.....	p.20
3.0	Housing.....	p.26
4.0	Economic Development.....	p.34
5.0	Transport & Movement.....	p.42
6.0	Natural Environment.....	p.48
7.0	Built Environment & Heritage.....	p.54
8.0	Appendix	p.60
8.1	Policies Maps	p.61
8.2	Local Green Space Assessments	p.63
8.3	Core Settlement Movement Network	p.76
8.4	Map of character areas in Escrick village	p.78
8.5	Map of major housing development in Escrick	p.79
8.6	Map of key business locations	p.80
8.7	Map of green spaces in Escrick	p.81
8.8	Community aspirations	p.82

LIST OF POLICIES BY TOPIC

COMMUNITY & FACILITIES

- CF1 Community facilities
- CF2 Local Green Spaces

HOUSING

- H1 Housing development
- H2 Sustainable design & construction
- H3 Housing mix
- H4 Homeworking
- H5 Siting, scale & density of new development
- H6 Design
- H7 Infill, backland & replacement dwellings

ECONOMIC DEVELOPMENT

- ED1 Small business development
- ED2 Village amenities
- ED3 Reuse of redundant buildings
- ED4 Agriculture
- ED5 Digital connectivity
- ED6 Business development

MOVEMENT & TRANSPORT

- MT1 Traffic flow along A19
- MT2 Car parking
- MT3 Pedestrian & cycle connections

NATURAL ENVIRONMENT

- NE1 Green infrastructure
- NE2 Green space connectivity

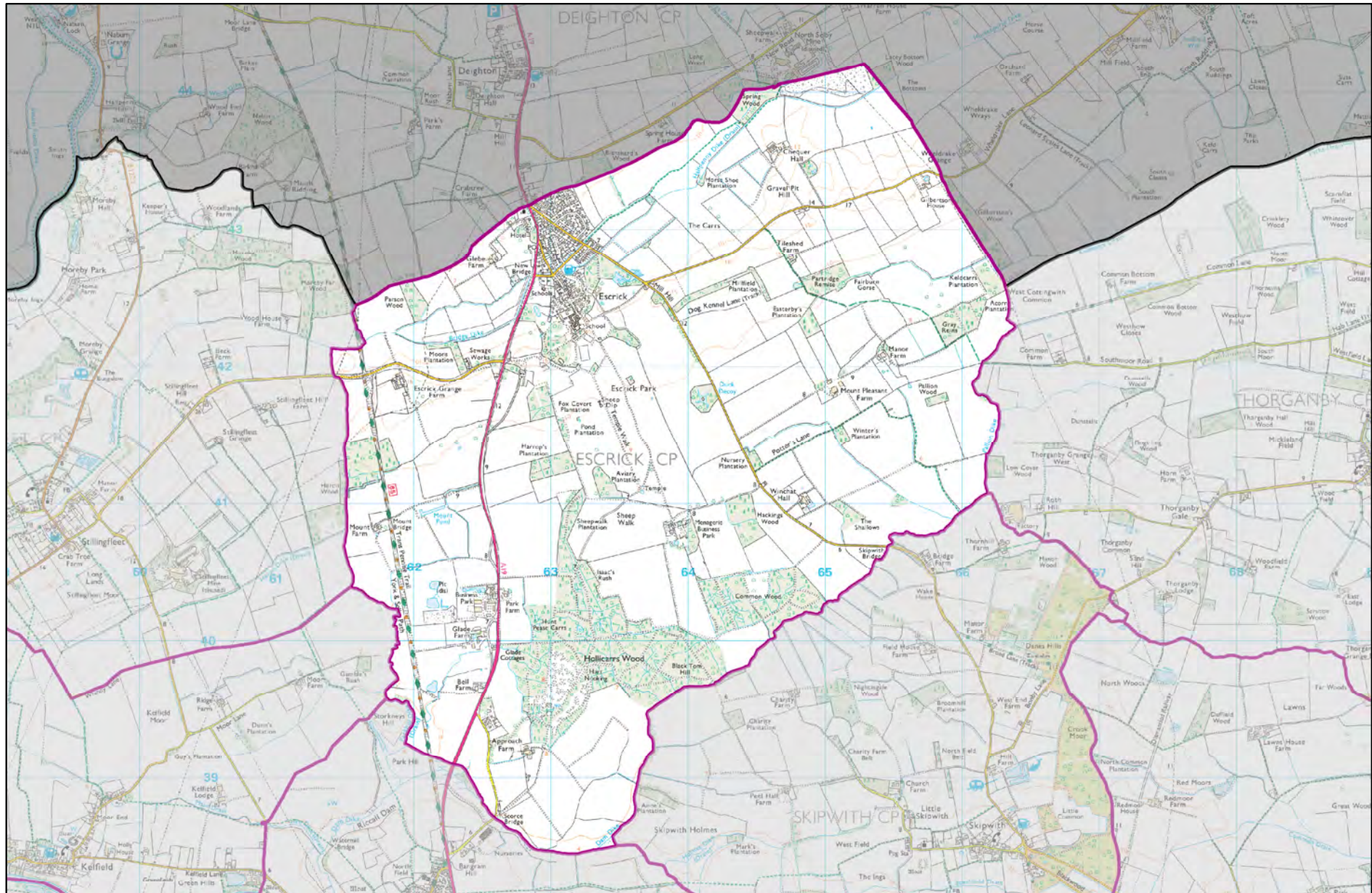
BUILT ENVIRONMENT & HERITAGE

- BEH1 Drainage & flood prevention
- BEH2 Respecting traditional design
- BEH3 Historic rural environment
- BEH4 Streets & street scene

INTRODUCTION

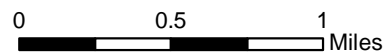
1.1 INTRODUCTION

- 1.1.1 The Neighbourhood Plan covers the whole of the Civil Parish of Escrick as indicated on the Boundary Map.
- 1.1.2 The Escrick Neighbourhood Plan Area was formally approved by Selby District Council (SDC) on 9th November 2017 in accordance with the Localism Act, 2011, and the Neighbourhood Planning Act (General) Regulations, 2017.
- 1.1.3 The Plan has been produced on behalf of Escrick Parish Council (EPC) in accordance with the above-mentioned statutory provisions together with guidance contained in the National Planning Policy Framework, (“NPPF”) and Planning Practice Guidance (“PPG”), issued by the Ministry of Housing, Communities and Local Government (“MHCLG”).
- 1.1.4 The strategic planning policy background to the Neighbourhood Plan is provided by the adopted Selby Core Strategy 2013.
- 1.1.5 The Neighbourhood Plan covers a period to 2035. The Neighbourhood Plan may be updated and refreshed to reflect any changing district or national planning policies.

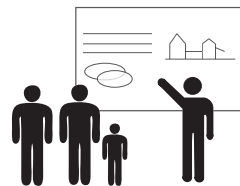
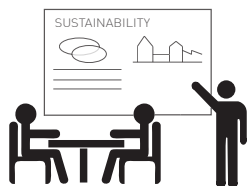
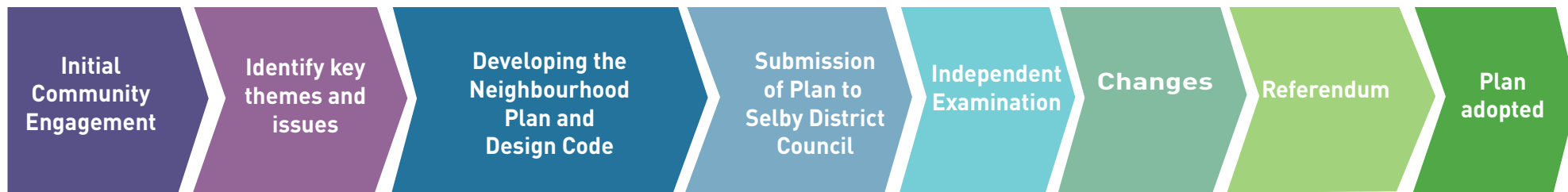


Esrick Neighbourhood Plan Area

Reproduced from the Ordnance Survey mapping with the permission of the controller of Her Majesty's Stationary Office.
©Crown Copyright. Unauthorised reproduction infringes crown copyright and may lead to prosecution or civil proceedings. Selby District Council 100018656



1.2 PROCESS



Undertake initial engagement exercises to understand needs of community and identify key issues for the Plan

Develop vision, aims and objectives
Identify themes and strands
Develop policy areas

Policies are developed which will deliver the aims of the community & address the issues raised
Development of a Design Code to help shape and influence new development
Additional consultation

Neighbourhood Plan is submitted to Selby District Council for Consultation

NDP is examined by independent planning inspector

Modifications may be made

Community votes on NDP requires at least 51% of votes to pass

Escrick NDP becomes a statutory development plan for the area

Draft Neighbourhood Plan

Proposed Neighbourhood Plan



1.2 PROCESS



- Designation of Neighbourhood Plan Area - November 2017
- Appointment of consultants - January 2018
- Initial consultation exercises - Spring/Summer 2018
- Reflecting on consultation comments - Summer 2018
- Developing the plan - 2018 - 2019
- Design Code consultation - 2019
- Refining the plan - 2020
- 6 week public consultation - June 2021
- Responding to comments - August 2021
- Amendments - September 2021
- Strategic Environmental Assessments - September 2021
- Formal submission to Selby DC - November 2021

1.3 HISTORY OF ESCRICK

1.3.1 Escrick's history is thought to have begun in the Saxon period, as a small settlement on the moraine formed at the end of the last ice age. Escrick remained small throughout the medieval period. The moraine ridge (which runs roughly along the present Stillingfleet Road, and through what is now Queen Margaret's towards Wheldrake) would have provided an area of dry land above the more waterlogged lands of the Vale of York. The ridge was also a key route between the River Ouse at Riccall (the limit of navigation at the time from the North Sea) and York and Stamford Bridge.

1.3.2 The first documentary evidence of Escrick comes from the Domesday Book of 1086 but archaeological finds suggest that the area may have been occupied for nearly 4000 years. During the medieval period, the village was known as "Ascri" (Ash Ridge), but by 1600 the name Escrick was in use.

1.3.3 In 1086 Escrick consisted of two estates which were brought together between 1145 and 1219 when St Helen's Abbey granted the land to the de Lascelles family.

1.3.4 In 1668, it was bought by Sir Henry Thompson, a notable Merchant Adventurer of York and ancestor to the present estate owning family. In over 800 years this is the only time the estate has been sold. This sense of continuity and stability has contributed significantly to the relationship between church, village and estate. It is this relationship that has created the unique heritage of Escrick.



Top- Escrick Hall and Park

Bottom- Main Street



1.3 HISTORY OF ESCRICK

1.3.5 Sir Henry's great grandson, Beilby Thompson, inherited the Estate in 1742. Under this ownership the village extended north towards York; the Church was relocated from beside the Hall to its present site on the York Road (A19); and most of the former site of the village was cleared and became the grounds of Escrick Hall (now part of Queen Margaret's School).

1.3.6 Part of this reorganisation involved an Act of Parliament in 1776 stopping the main village street at the gates to the Hall and creating a by-pass. The village's sylvan character also evolved from the time of enclosure when the open land became parkland. The bridge over the dyke was also constructed in 1776.

In the late 1770s the village was reshaped, and establishing the hall with its own grounds with some separation from the rest of the village. The village was effectively relocated north of its former location - with the former site of the village becoming the grounds of Escrick Hall which later became home to Queen Margaret's school.



Escrick

Top- Alms houses

Bottom - Escrick Hall



West Front, Escrick Hall.

1.4 ESCRICK TODAY

1.4.1 The Parish of Escrick covers approx. 9 square miles in total. Escrick village is the main settlement located at the northern boundary of the Parish some 7 miles south of York and 7 miles north of Selby. The Parish has 1,100 residents across just over 370 households and is surrounded by agricultural land, much of which forms part of the 8,000 acre Escrick Park Estate. A large part of the village is included the Escrick Conservation area.

1.4.2 The village enjoys an active social calendar, including summer and Christmas fairs, a 10k run, quiz nights, carols on the green, bonfire/fireworks and various other social events. There are many clubs and societies including Mother’s Union, Tennis Club, Yorkshire Womens’ Institute, Swimming Club, Young Farmers Association, and many more.

1.4.3 The village has a range of local facilities including St Helen’s Church, its own doctors surgery with pharmacy. It also has a private nursery and private secondary school together with public primary school facilities. There are two village pubs, a village club, and two restaurants within Escrick.

1.4.4 The Village Hall is well-equipped and is well-used by local groups and organisations. Escrick and Deighton Club was established in 1908, originally known as Escrick Institute.

1.4.5 Tennis courts and playing fields within the village provide opportunities for sports and recreation.

1.4.6 Escrick Parish is home to a variety of businesses including agricultural and rural enterprises, clay extraction, light industrial and workshop based industries at Escrick Business park - sited on the former brickworks, leisure and holiday parks, and smaller retail businesses.



1.4 ESCRICK TODAY

1.4.7 2011 census data provides some insights into the demographics and makeup of the Parish. Although 8 years old - it is the most comprehensive and accurate data available at the Parish level.

1.4.8 There are a number temporary residents in our community. Queen Margaret's School boarders number around 200 pupils and Hollicars lodges with around 300 people.

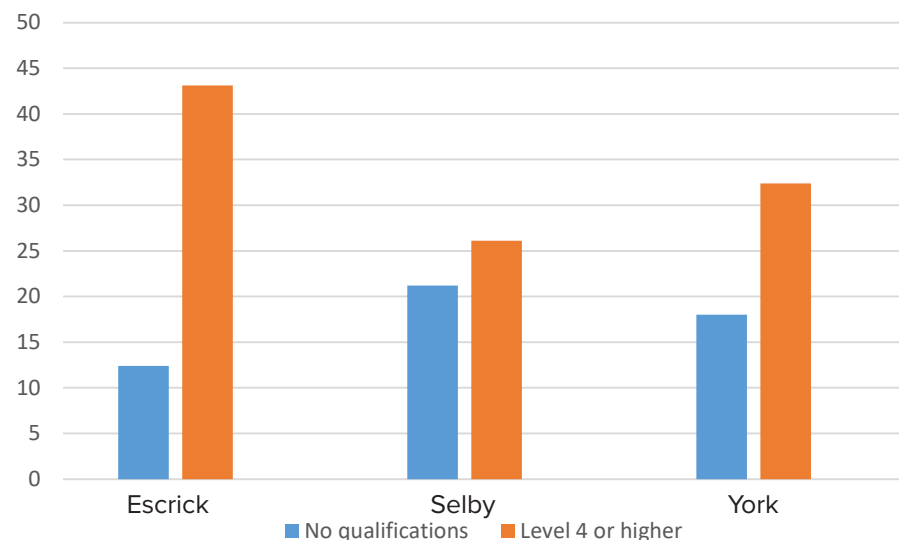
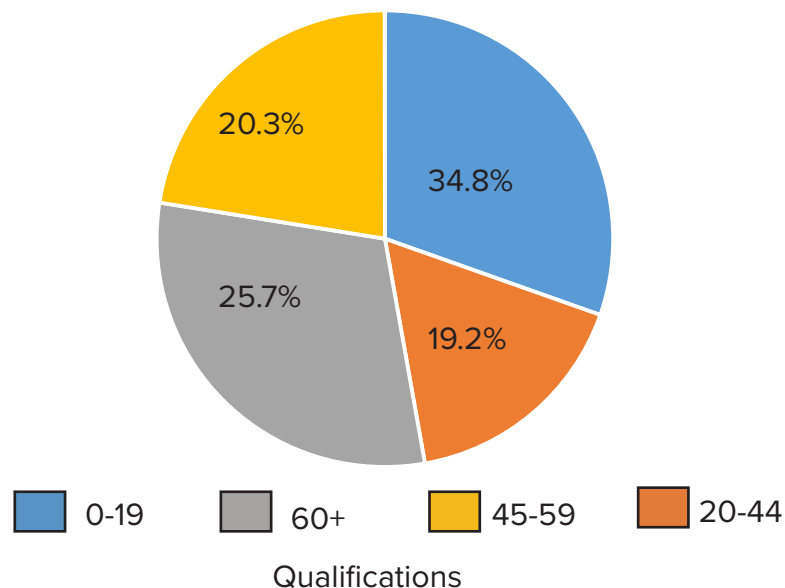
1.4.9 Of the 1,078 residents in 2011, 375 were aged 19 or under. The next largest age group in the village was over 60s with 277. There were 219 residents aged 45-59. By a fraction the smallest age group was 20-44 with 207 residents.

1.4.10 Car ownership in the Parish is higher than the average for both Selby and York this supports existing data that the working population commutes to work. Only 9.7% of households in Escrick did not have access to a car or van, compared to 26.1% in York and 14.9% in Selby. Escrick also has a higher proportion of people with access to more than one car or van with 59.1%, than the average for Selby 45.4% and York 27.2%.

1.4.11 77.6% of residents in Escrick were owner occupiers with 19.2% living in private rented accommodation. 1.9% of residents lived in social rented accommodation with the remaining residents living rent free 1.4%.

1.4.12 Escrick had a lower proportion of residents with no qualifications with 12.4%, when compared to the average for Selby, 21.2%, and York, 18%. There was also a greater proportion of residents in Escrick with qualifications of level 4 or higher, 43.1%, than in Selby, 26.1% or York, 32.4%.

Age of residents in 2011



1.5 ENGAGEMENT

INTRODUCTION

In 2018 initial engagement exercises were undertaken to gain a critical understanding of the key local issues and aspirations. In total there 109 responses were received to the Neighbourhood Plan survey which represents around 25% of the 400 surveys that were circulated. Comparison of respondent's demographics demonstrated that the surveys received equate to a fairly representative cross-section of the community in line with census data for the Parish.

OVERVIEW

- 93% of respondents were residents, with the remainder being associated with local businesses.
- The highest response relating to resident's economic activity was retired with 44%.
 - Of the 40% of respondents that work full-time, 63% commute to work outside of the Parish, with 18% working in the parish. 10% of respondents regularly work from home, and 8% occasionally work from home.
- 52% of households that responded include residents aged over 60. The second most common age group in households is 41-59 with 37.7%. Young people aged up to 21 are present in 36.4% of households. Of respondents, young adults aged 22-40 represent the smallest age group in the parish at 19.5%.

KEY ISSUES

Initial engagement identified several key issues for the plan to address and helped establish local priorities relating to how Escrick develops in the future:

WHAT ISSUES SHOULD THE PLAN ADDRESS? (98 RESPONDENTS)

no. of responses

1. Transport	(95)
2. Conservation & environment	(92)
3. Community facilities	(88)
4. Green & open spaces	(88)
5. Flood risk	(87)
6. Housing	(86)
7. Local business	(83)
8. New building design	(82)

WHAT DO YOU MOST VALUE ABOUT ESCRICK? (102 RESPONDENTS)

1. Location, proximity to Leeds, York & Selby	(45)
2. Facilities & amenities including doctors & school	(42)
3. Community, people, friendly	(30)
4. Countryside, rural nature & green spaces	(25)
5. Quiet & peaceful	(20)
6. Leisure&recreation opportunities	(18)

1.5 ENGAGEMENT

WHAT DO YOU LIKE THE LEAST ABOUT ESCRICK? (102 RESPONSES)

- 1. A19 (traffic, speeding, junctions & crossing) (62)
- 2. Lack of shops, post office, cafe (23)
- 3. Smell from abattoir (8)
- 4. Skipwith Road traffic issues (8)
- 5. Poor street lighting (6)
- 6. Unkempt parts of village (6)
(hedges, trees, verges, footpaths)
- 7. Carr lane - school pick up (5)
- 8. Location of bus stop (4)
- 9. Lack of affordable housing (3)
- 10. Declining community spirit (3)
- 11. Not diverse range of ages in village (3)
- 12. Poor cycle path connectivity to wider network (3)

WHAT TYPE OF NEW HOMES ARE NEEDED? (93 RESPONSES)

- 1. Medium sized family houses (3-4 bedrooms) (62)
- 2. Smaller homes (1-2 bedrooms) (50)
- 3. Homes suitable for older people (44)
- 4. Large executive houses (23)

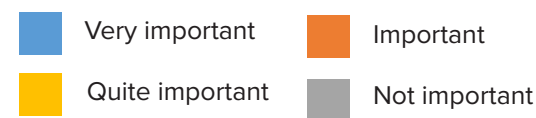
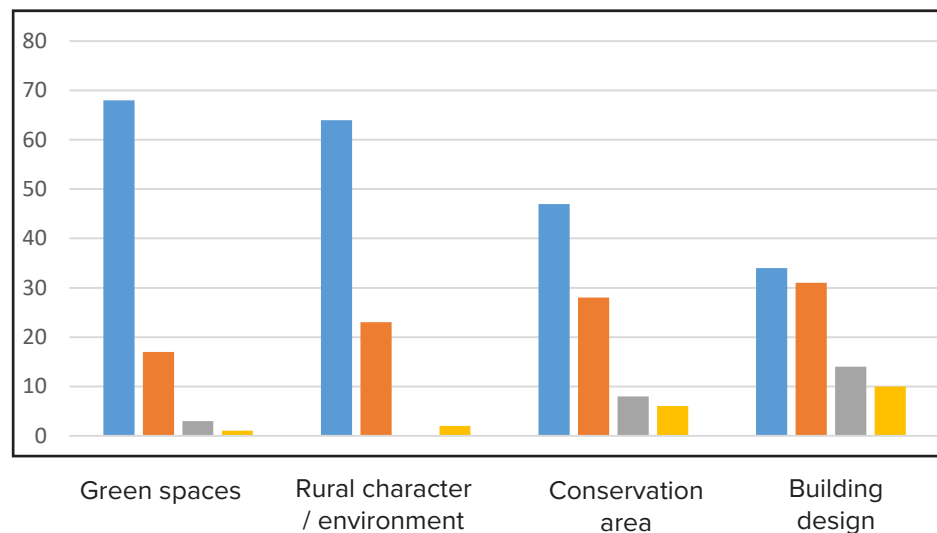
HOW SHOULD NEW DEVELOPMENT BE ACCOMMODATED? (104 RESPONSES)

- 1. Village extension (62)
- 2. Infill development (41)

IMPORTANT DESIGN FEATURES FOR NEW DEVELOPMENT (74 RESPONSES)

- 1. In keeping with existing stock (28)
- 2. Green spaces and green infrastructure (19)
- 3. Local materials (11)
- 4. Sustainable & energy efficient (8)
- 5. Garages, parking (6)
- 6. Mix of housing styles (6)

FACTORS THAT CONTRIBUTE TO THE CHARACTER OF ESCRICK (89 RESPONSES)



1.5 ENGAGEMENT

KEY ISSUES

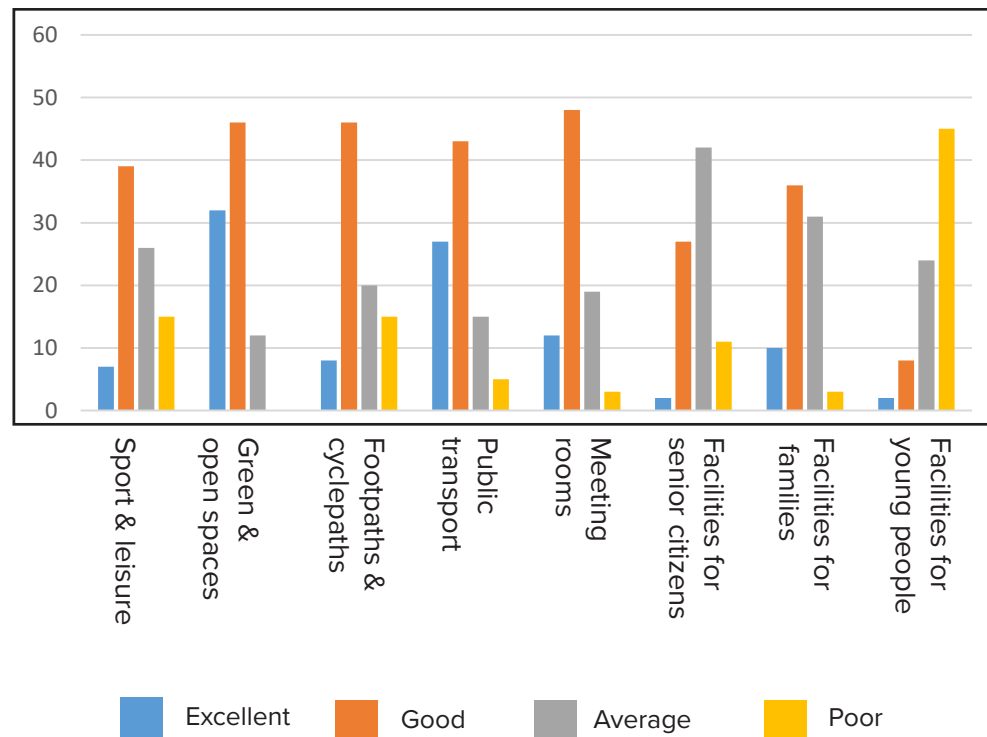
WHAT TYPES OF NEW BUSINESS ARE APPROPRIATE FOR ESCRICK? (75 RESPONSES)

- 1. Local shop / post office (24)
- 2. Food, eateries, cafe (17)
- 3. Extension of business centre (6)
- 4. Small tech, professional business (5)
- 5. Rural / agricultural business (5)
- 6. Leisure and recreation (5)
- 7. Small workshops , light industry (3)

WHAT TYPES OF NEW BUSINESS ARE NOT SUITABLE FOR ESCRICK? (64 RESPONSES)

- 1. Manufacturing, heavy industry, warehousing (28)
- 2. Anything with HGVs (26)
- 3. Industry that creates noise, pollution or waste (21)
- 4. All types of business (6)
- 5. Entertainment / leisure (3)
- 6. Large companies / chains (2)
- 7. Abattoir (1)
- 8. Betting shops (1)
- 9. Supermarket (1)

HOW DO YOU RATE LOCAL FACILITIES AND SERVICES? (90 RESPONSES)



1.6 VISION

Escrick Parish will retain and further develop the characteristics that make it a desirable place to live and work. Specifically this includes:

- A well maintained, vibrant Parish, where people take pride in their community
- Retaining the rural character, access to open spaces and community for various ages and demographics
- Retain good transport links to the wider area
- Improve cycle connectivity within the Parish and to the wider cycle network
- Mitigating the impact of through traffic on the community
- Supporting local businesses that provide local employment amenity to residents
- Support appropriate scale growth that complements the existing character, and supports the sustainability of Parish services
- Maintain and enhance local services and amenities to support a strong sense of community amongst all age groups and demographics
- Promote a community where families can afford to live and want to stay
- A community that is safe, and feels safe, to its residents
- A community that adapts to a changing world, whilst respecting its rural agricultural Estate heritage.



1.7 OBJECTIVES

What we need to do to deliver the vision

Given community feedback and engagement, and in order to realise our Vision for 2035, we have identified six objectives, which will guide our work in the years ahead. These objectives will provide the context for the Neighbourhood Plan policies described later in this document and may also inform a variety of projects delivered locally. They are not listed in any order of priority.

OBJECTIVE 1: SUPPORT, ENHANCE AND ADD NEW COMMUNITY FACILITIES

- To ensure our primary school continues to flourish and is able to provide outstanding facilities
- To ensure there are outstanding pre-school facilities serving the Parish
- To support the Village Hall and Escrick and Deighton Club to enable them to host outreach cultural, educational activities and other services for the community
- To support other existing community facilities, community interest groups, and encourage new ones for older and younger residents

OBJECTIVE 3: CONSERVE AND ENHANCE OUR ENVIRONMENT, LANDSCAPE, HERITAGE ASSETS AND BIODIVERSITY

- To maintain and enhance countryside character and heritage protection across the parish
- To maintain, enhance and publicise the history of and heritage assets within the Parish
- To enhance the protection afforded to non-designated features in the landscape which are valued by the community

OBJECTIVE 2: SUPPORT SUSTAINABLE LEVELS OF NEW HOMES THAT PROVIDE FOR THE NEEDS IN THE COMMUNITY AND SUPPORT KEY FACILITIES AND SERVICES

- To enable sustainable growth of the community through appropriate levels of new home construction in appropriate scale developments that meet the needs of existing and future residents
- To ensure that any new housing does not have an adverse effect on infrastructure, including sewerage, roads, and other utilities

OBJECTIVE 4: PROMOTE SMALL BUSINESS GROWTH AND SUPPORT EXISTING BUSINESSES IN THE PARISH

- To support new opportunities for homeworking where possible
- To support farming where this is sustainable
- To support new services in the village
- To avoid new large scale development, high environmental impact industry

1.7 OBJECTIVES

What We Need To Do To Deliver The Vision Continued

OBJECTIVE 5: CONSERVE AND PROTECT OUR HIGH QUALITY BUILT ENVIRONMENT

- To maintain and enhance our village green spaces
- To avoid inappropriate infill and backland development, maintaining the open aspect of the Parish
- To protect the historic environment of the conservation area
- To reflect traditional heritage design in new housing and to embrace 'green' concepts whilst celebrating our rural heritage

OBJECTIVE 6: MANAGE THE IMPACT OF TRAFFIC FLOWS ON THE A19 AND SKIPWITH ROAD

- Develop a safe crossing facility for pedestrians and cyclists crossing the A19
- To pursue and enhance measures to control speeds and traffic noise in and out of the village
- To enhance safety for traffic accessing the A19 from side roads
- To review and monitor the safety of access and exits to the business parks on the A19
- To maintain strong links with other agencies involved in the management of the transport infrastructure through the parish

Page 66

2.0 COMMUNITY FACILITIES

INTRODUCTION

2.0.1 Escrick residents highly value their existing facilities and services which contribute greatly to the day-to-day life of parishioners and provides opportunities for leisure and recreation for both residents and visitors alike.

2.0.2 Recreational options along with social facilities are numerous and play an important role in village life in supporting the mental health and physical wellbeing of our community. Escrick Village Hall and the Escrick & Deighton Club (and its surrounding green space) host and support a variety of community groups and activities covering all ages and interests. Outdoor open spaces such as the Village Green, Recreation ground and playground, and areas such as Gashouse Plantation and the various public and permissive footpaths also add greatly to the life of villagers.

2.0.3 This policy section highlights facilities that are important to the community. Some facilities such as health and education are already protected by North Yorkshire County Council and are therefore not included here.

2.0.4 The information listed on pages 22 and 23 shows the location of a selection of the village amenities available to the community.

2.0.5 Escrick is connected with regard to Public Transport to the major centres of York and Selby. Here national rail and coach services provide excellent onward transport connections. Local buses depart south on the A19 to Escrick Business Park / Park Court and Selby, and north to The Designer Outlet and York. The frequency of service is every fifteen minutes at peak times or typically one hour intervals at times of lower use.

COMMUNITY & FACILITIES

AIMS & OBJECTIVES

2.1.1 The aims and objectives of this policy section are to:

- Retain and enhance existing facilities
- Support the development of new community facilities, especially those aimed at younger people and senior citizens
- Protect, and where possible, enhance green and open spaces

INITIAL ENGAGEMENT

2.1.2 Engagement responses indicated that residents rated facilities and services as their second favourite thing about Escrick and a large number of respondents (88%) felt the Plan should contain policies around community facilities.

COMMUNITY INFRASTRUCTURE LEVY (CIL)

2.1.3 Areas with an adopted Neighbourhood Plan receive 25% of CIL funds generated in their areas. Escrick Parish Council will utilise any CIL funds received towards the following: Crossing/highway/ road safety improvements, community shop/retail services, and sports / leisure provision or any other emerging local project.



COMMUNITY & FACILITIES

CF1 - COMMUNITY FACILITIES

Existing community facilities and services, as identified below, will be protected, for continued community use:

- a) **Escrick Village Hall**
- b) **Escrick & Deighton Club & adjacent green space**
- c) **Tennis courts**
- d) **Cricket pitch & club house**
- e) **Queen Margaret's School Swimming pool & sports facilities**
- f) **Black Bull Public House**
- g) **Parsonage Hotel, Cloisters Spa and Health Club**
- h) **Fat Abbot Public house**
- i) **St Helen's Church**
- j) **Allotments (behind St Helen's church)**

The Development of additional community facilities, especially where there is no current provision, and in particular those aimed at young people and senior citizens, are encouraged within and adjoining the village (or within reasonably close proximity of it), including sports pitches and facilities, allotments and/or green spaces for recreational use.

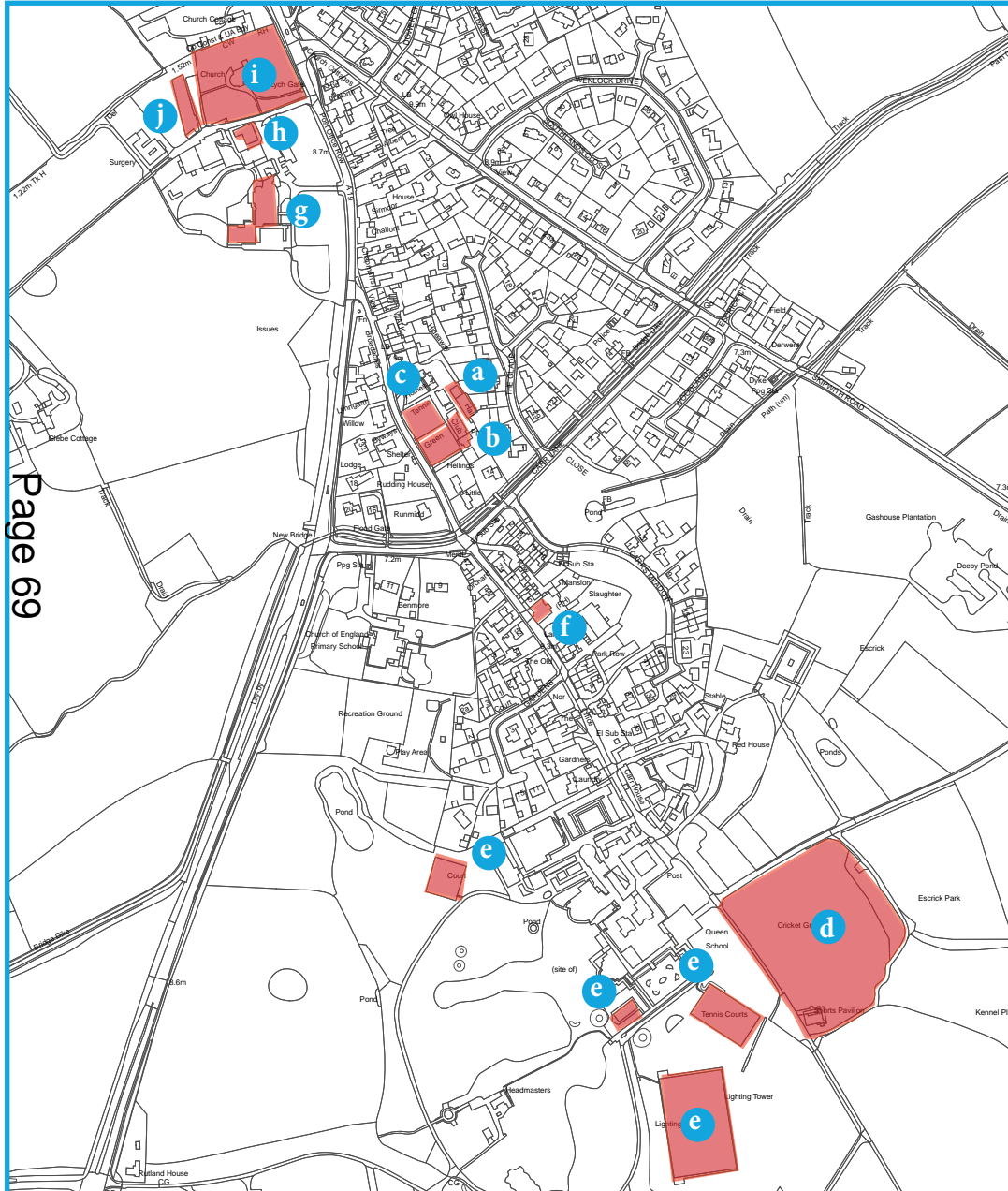
Proposals that seek to remove community facilities will be opposed except where alternative provision is provided to an equivalent or superior standard in an appropriate and equally convenient location within reasonably close proximity to the existing community.

The loss of a commercially operated facility or service will not be supported unless it can be shown to be no longer economically viable for its current use and has been marketed at an independently agreed price by a property professional for at least a year as a community use or other suitable employment or service trade uses and it is verified that no interest in acquisition has been expressed.

2.2.1 It is critical to the sustainability of the village community to retain, and where possible, enhance community facilities in Escrick. These identified facilities play an important role in the day-to-day lives of residents and visitors. The Community 'facilities' outlined include those that may be commercial services, but offer important access to additional meeting places and recreation services for residents of the parish.

2.2.2 There are many Bridleways and Permissive rights of way that offer excellent walks for all ages, plus adjacent to the Parish is the Sustrans Cycle track Network, part of the Trans Pennine Trail, that provides a safe vehicle free cycling / pedestrian route between York and Selby for all levels of ability.

COMMUNITY & FACILITIES



Page 69



COMMUNITY & FACILITIES

CF2 - LOCAL GREEN SPACES

The following sites as identified on the map, are to be designated Local Green Spaces, and will be given protection from future development consistent with the Green Belt policy in section 13 of the NPPF. Development will not be permitted other than in very special circumstances. Enhancement of these sites, including improved amenity, access, or biodiversity enhancements will be given due consideration, provided the openness of the Green Belt is preserved.

- A) Village green
- B) Recreation ground and play area
- C) Gashouse plantation
- D) Woodland buffer & QM pond
- E) St Helens Church precinct & associated Allotments
- F) Green space alongside Bridge Dike

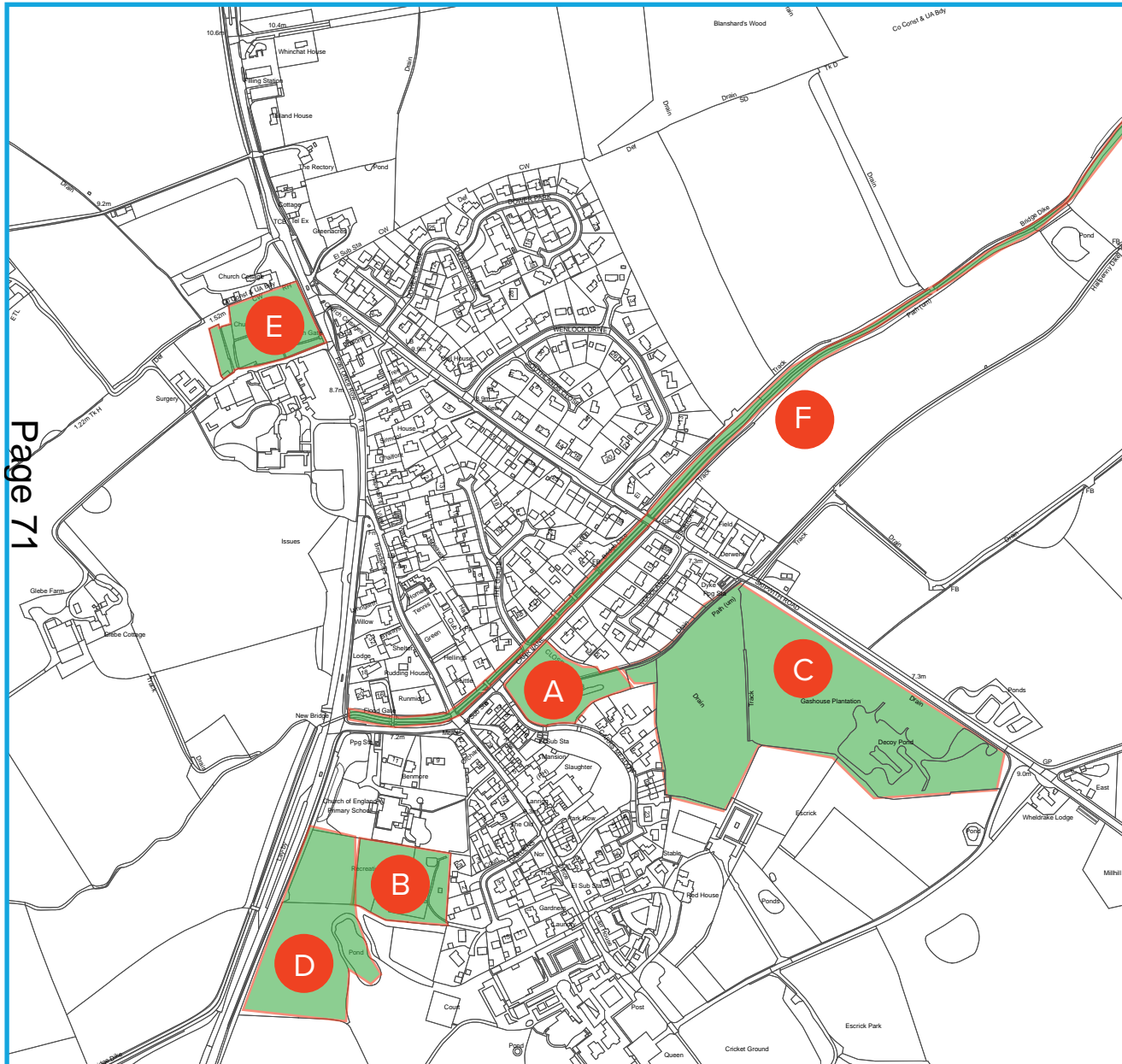
2.3.1 These green spaces contribute greatly to local amenity, recreation, wildlife and biodiversity, and complement the setting of historical buildings. These spaces have been selected based on their importance to the community and contribution they make to the character and distinctiveness of the village adding significant quality to the day-to-day lives of residents.

2.3.2 Paragraph 102 of the National Planning Policy Framework (NPPF) states Local Green Space designation should only be used where the green space is:

- a) in reasonably close proximity to the community it serves;
- b) demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife; and
- c) local in character and is not an extensive tract of land.



COMMUNITY & FACILITIES



Map showing proposed Local Green Spaces included in policy CF2.

- A) Village green
- B) Recreation ground and play area
- C) Gashouse plantation
- D) Woodland buffer and QM pond
- E) St Helens Church precinct & associated Allotments
- F) Dike

See Appendix for Local Green Space assessments

INTRODUCTION

3.0.1 Escrick village sits at the northern boundary of the Parish. It is identified as a Tier 2 Village, with the allocation of land for new housing of an appropriate scale reflecting each settlement's role. Policy HG1 (Meeting Local housing Needs) of the Preferred Options Local Plan sets out the approach to how housing will be distributed across the settlement hierarchy. In the case of Escrick it is enveloped by Green Belt and as such there is currently no proposal to allocate land for growth. However, sites with unimplemented planning permissions at the base date of the emerging plan (31 March 2020) will be allocated for the remainder of the plan period.

3.0.2 Therefore, as set out in the table under paragraph 7.11 of the Preferred Options Local Plan, it is proposed to allocate one unimplemented planning permission for the remainder of the plan period in Escrick village. The current approach is to not allocate any further land for development in Escrick village in light of the Green Belt constraint, however, there may be opportunities for infill development outside of the Green Belt.

3.0.3 In a wider context it is important that any new housing built in Escrick Parish is of a high quality, reflecting the distinctive heritage and rural character of the village, taking into account the Conservation Area's detailed description, along with the needs of the local community both now and in the future.

3.0.4 To this end as part of the NDP, we have developed detailed Design Codes for the Parish. This will provide applicants, designers and developers in the future with detailed guidelines and standards that they must meet for any new housing developments, whether on small sites or infill plots, as well as for house extensions.

3.0.5 A summary of the evolution of housing estates of significant size that have provided additions to the housing stock of the village over the last fifty years can be viewed in the Appendix - 'Escrick – Major housing developments'.

3.0 HOUSING POLICIES

3.1.1 AIMS & OBJECTIVES

- To encourage appropriate levels of development in appropriate locations
- Encourage a greater mix of house types to better meet local needs
- To support new opportunities for and create suitable environments for homeworking
- To retain and create suitable living environments to live, work and play within the home, with appropriate space standards both internally and externally

Page 73

Encourage high quality design throughout the Parish, in keeping with the existing stock of housing and buildings and that reflect the character and ethos of in Escrick Conservation Area

INITIAL ENGAGEMENT FEEDBACK

3.1.2 To gauge local preference on what form any new development should take in Escrick, people were asked whether they would prefer infill development or a village extension. Village extension was preferred over infill receiving 59% of responses compared to 41% for infill.

3.1.3 There was a broad acceptance that Escrick can support additional housing, possibly beyond the allocated figure. However any development should only be an incremental increase in line with, and proportionate to, the existing stock of 370 properties. Managing the level of future development will help sustain the village, ensuring facilities and services remain viable.

3.1.4 Consideration needs to be given to making sure that the local highway network, where it is impacted, can cope with what would be an increase in demand. North Yorkshire County Council regard the A19 to be at capacity at times on both weekdays and weekends. Concerns about A19 traffic are the most commonly raised issues by residents at the initial consultation. It is essential that new development is of a scale that does not significantly increase issues on the local highway network.

3.1.5 There is a growing awareness that developers must incorporate sustainable, eco friendly and green energy concepts in any new housing stock and there is support for retro-fitting of these features for existing properties wherever appropriate to meet some of the objectives of the Escrick Village Design Code.

HOUSING

H1 – HOUSING DEVELOPMENT

There are no new housing land allocations for the Plan period.

New residential development within the Development Limits should be limited to a scale proportionate to Escrick and reflecting its role in the settlement hierarchy.

Outside of the Development Limits, residential development will not be supported other than the replacement or extension of existing buildings or entry-level exception sites to meet rural affordable housing need.

3.2.1 Selby District Council has identified the need for future housing development to be closely aligned to existing and recently approved major employment centres and where further economic growth can be achieved; for example: built next to areas of major economic growth within in the District e.g. to Selby Town, and the major settlements on the A1 and M62 growth corridors, Church Fenton and Sherburn in Elmet. We support this pragmatic and eco-sensitive view. We support that investment and the economy must be closely linked to the location of investment in new housing to assist in meeting climate change objectives.

3.2.2 The NDP engagement activity directs us that local people do not want large numbers of houses to be built in Escrick Parish. They support some small scale growth for local people or those wishing to become part of the community providing it is proportionate to Escrick and its level of infrastructure.

3.2.3 The types of housing developments appropriate within Development Limits include conversions, replacement dwellings, redevelopment of previously developed land and the in-filling of gaps within a continuous frontage. New residential developments, other than entry-level exception sites, are not appropriate outside of the built-up area of the village in view of the rural character of the Parish. There are no new housing land allocations within the Escrick Plan Area in the adopted Selby District Core Strategy Local Plan 2013.

3.2.4 As set out in the table under paragraph 7.11 of the Preferred Options Local Plan, it is proposed to allocate one unimplemented planning permission for the remainder of the plan period in Escrick. The current approach is to not allocate any further land for development in Escrick in light of the Green Belt constraint.

HOUSING

H2 - SUSTAINABLE DESIGN & CONSTRUCTION

From initial concept any new development should aim to meet a high level of sustainable design and construction and be optimised for energy efficiency, targeting zero carbon emissions. This includes the provision of:

- **High quality, thermally efficient building materials that maximise energy efficiency.**
- **Energy generation from solar panels, where appropriate, should be included.**
- **Home heating generation from renewable sources, this is especially relevant to Escrick given there is no natural gas supply pipeline to the village.**
- **Design and position of renewable technologies should be appropriate to its setting, in proportion to the property and its neighbours, and result in no undue adverse effects on the residential amenity of neighbouring properties. Where necessary, applications should be accompanied by a visual impact assessment such as in sensitive locations such as near listed buildings or within the Escrick Conservation Area.**
- **Where appropriate, developments should include sustainable drainage systems (SuDS) and other flood mitigating and grey water solutions.**

3.3.1 The Plan encourages and supports proposals for new housing to be designed and built to high levels of energy efficiency and sustainable construction. Renewable energy provisions, including solar panels are encouraged providing visual impact assessments are undertaken to demonstrate there will be no negative impact on the visual amenity of its setting. To reduce any impact on the street scene or frontage of properties it is encouraged that infrastructure such as heat pumps are located to the side or rear of properties.



HOUSING

H3 - HOUSING MIX

Proposals for major new housing developments of 10 or more dwellings or 0.5 hectares or more will be expected to provide a mix of dwelling types, sizes and tenures based on the latest evidence of local needs.

3.4.1 Engagement results indicated local preference was to secure housing that meets the needs of the whole community. This includes smaller properties for first time buyers or those wishing to downsize (1-2 bedrooms), medium-sized family housing (3-4 bedrooms) and housing to support the needs of older people (single level housing and/or accessible housing).

H4 - HOMEWORKING

New housing developments will be encouraged to provide adequate internal space for members of a household to study or work from home.

Reasonable levels of private outside amenity space should also be provided / retained to support mental health and wellbeing. Proposals should adhere to the space standards set out in the Escrick Design Code.

3.5.1 The long-term impact on businesses and their employees of the Covid-19 pandemic in the UK still remains to be seen. What can be predicted with some certainty is that the pattern of work is likely to change, with the role of a daily commute to the office diminishing and a consequent rise in homeworking.

3.5.2 The Neighbourhood Plan is keen to promote this type of economic activity through thoughtful building design and dedicated space in new housing can help to encourage and support this. The experience of lockdown during Covid-19 has made it clear that many homes are not designed to accommodate the increasing trend of desk based homeworking. The provision of this feature in new developments will be desirable to employers and employees alike, hence all new homes should provide adequate space to facilitate this type of working practice for all members of a household in the future. Reasonable levels of private outside amenity space also need to be provided / retained to provide for mental health wellbeing.

3.5.3 The inclusion of homeworking facilities does not permit the use of a property for commercial purposes and any home working which would lead to a significant impact on the amenity of the area could require additional planning permission to change the use of the building.

3.5.4 Adequate internal space is defined as sufficient space to include a desk, chair, and storage space. Generally 4sqm is sufficient.

HOUSING

H5 - SITING, SCALE & DENSITY OF RESIDENTIAL DEVELOPMENT

Proposals for residential development within the defined Development Limits should:

- **Respect existing settlement size, along with key elements of the village, including its local distinctiveness, character and form.**
- **Include, appropriate to development size, additional road safety measures on the A19/Skipwith Road junction and/or traffic calming measures through Escrick itself.**

Page 77

Should be well sited in terms of connection to the highway network to maximise safety and minimise through traffic in the village on the A19 and Skipwith Road.

- **Promote and facilitate safe and convenient pedestrian and cycle access and movement in the village, including to public transport connections and connections with the wider network of footpaths, cycle tracks and bridleways locally.**
- **Integrate well with the landscape, designed to a density appropriate to its rural setting, including in relation to neighbouring developments. All mature garden planting should be retained where possible as part of any plan for development of land.**

3.6.1 This policy seeks to ensure that proposals for any new residential development is well sited both in terms of its connectivity to, and impact on, the highway network and to the pedestrian and cycle infrastructure locally.

3.6.2 Proposals are encouraged to be well integrated with the landscape, and be appropriate in terms of scale and density with the rural environment. Mature trees and hedges make up much of the character of the village as well as providing habitats for local wildlife.

HOUSING

H6 - DESIGN

Development proposals should be in accordance with the principles and parameters set out in the Escrick Design Code to ensure that all development respects and reinforces the character and distinctive qualities of the Parish. All planning applications will be expected to reference the design code to show how it has been applied.

H7 - INFILL, BACKLAND & REPLACEMENT DWELLINGS

Within the Development Limits proposals for infill housing, replacement dwellings or backland development will be supported provided they add to the coherence and integrity of the village and adhere to the principles set out in the Escrick Design Code. Wherever possible, existing trees should be retained.

3.71 Escrick has a rich history and heritage which is present in the built environment throughout the village. The Conservation Area covers a large part of the village itself and therefore requires new development to respect and reinforce the defining characteristics of the village. Character assessments and design guidance is included in the Escrick Design Code to assist applicants in the design of new developments and/or modifications to existing properties.

3.72 The Escrick Design Codes provides guidance for all sizes of development: large size developments, smaller discrete developments, infill developments and existing property extensions. Applicants proposing to develop property in the Parish should always refer to the Escrick Design Code before making any planning application and reference how it has been applied in any submission.

3.81 Escrick receives many applications for infill, replacement and backland developments. These types of development can erode the qualities and character of the village if poorly designed and can negatively impact residential and public amenity space. Design Guidance has been provided in the Design Code which demonstrates the key principles for these types of schemes and should be referred to in any application.



Page 80

4.0 ECONOMIC DEVELOPMENT

INTRODUCTION

4.0.1 Escrick is home to a variety of employment categories such as traditional agriculture, educational, rural enterprises, professional services, hospitality/services, and leisure.

4.0.2 Over the years, local office space and light industrial business units have been created at Escrick Business Park / The Menagerie / Park Court and Whinchat Hall. With changing social and economic trends these locations are well placed to continue to fulfil the future needs of the local business community. A map showing the locations within the Parish of these sites 'Escrick Business centres map' can be found in the Appendix to this document. In the aftermath of the Covid 19 pandemic most observers accept that there is no absolute need to commute on a daily basis to a remote fixed place of work for many people of employment age. Many people will continue to work from home, albeit potentially on a part time basis, with local office and serviced meeting spaces likely to become increasingly in demand.

4.0.3 This being the case, we see it as key that utility communication technology providers ensure that there is superfast Broadband and Mobile and reliable phone connectivity to the latest standards (including 5G) for all inhabitants of the Parish in the very near future.

4.0.4 The contribution that agriculture makes in our rural community must not overlooked. It continues to be significant - and has been a key part of our local community for generations. We estimate that agriculture and related businesses within the Parish, have revenues in excess of £1million and that their contribution to the wider food chain and economy is significant. We wish to encourage and support all local agriculture and related business within the Parish both now and into the future.

ECONOMIC DEVELOPMENT

4.1.1 AIMS & OBJECTIVES

- Continue to support suitable small scale business development at Escrick Business Park, The Menagerie, Escrick Grange, Park Court and Whinchat Hall and / or other suitable sites as they arise.
- Support new services and facilities in appropriate locations in the village, for example a shop including Post Office facilities
- Avoid new large scale, high environmental impact industry
- Support farming and farm diversification where sustainable and of low environmental impact

INITIAL ENGAGEMENT

4.1.2 The data recorded and detailed below from our NDP Parish survey is from a time prior to the Covid 19 pandemic. Clearly the number of people commuting to a fixed place of work will have decreased since the time of the survey, just as the number working from home will have increased.

- The majority (63.3%) of full-time workers commute outside of the Parish for work
- A small number (18%) of respondents work within the Parish
- A small number (10%) of respondents regularly work from home
- A very small number (8%) occasionally work from home

4.1.3 The village already has a number of services however there was general support for adding small-scale businesses, especially amenities, that would enhance the day-to-day life of residents.

4.1.4 In appropriate locations respondents also felt expansion of office based industries, rural enterprise and small scale light industry was acceptable, where suitable parking and other necessary facilities could be provided, and where there would be no adverse environmental / amenity impact to surrounding uses, including residential.

4.1.5 Survey feedback strongly indicated that any economic activity that leads to a significant increase in vehicular traffic, HGVs, pollution, noise or waste within the Parish is not acceptable as this would have an adverse impact on the quality of life in the Parish as a whole, and in particular the residential amenity of the village and other smaller settlements.

ECONOMIC DEVELOPMENT

ED1- SMALL BUSINESS DEVELOPMENT

Proposals for new small-scale spaces of economic activity based around existing business hubs will be supported provided they do not result in harm to the rural character or amenity of the area.

Applications for new development should demonstrate how the proposal supports and facilitates sustainable travel.

The development of co-working, flexible or managed business workspace within the Parish, of appropriate scale, design and use is encouraged and will be supported.

at these and other similar locations, whether by additional conversion of redundant agricultural buildings or development of new small units will be supported, so long as the proposals are compatible with the Design Code that forms part of this NDP.

4.2.3 The NDP vision and policy mirrors the survey feedback in that it is felt it would be inappropriate and detrimental to the Conservation Area and character of the village as a whole to support proposals that would lead to increased HGVs, waste, pollution and noise in Escrick Parish.

4.2.1 The Parish already has a number of areas perfectly suited for small business development as already stated. Initial engagement responses indicated a willingness to support and promote Escrick for small-scale business development in appropriate Use Classes, recognising the positive impact businesses can have on the sustainability of the Parish. This provision of working space already exists at Escrick Business Park, The Menagerie, Park Court and Whinchat Hall. Subject to suitable design and necessary supporting infrastructure (such as parking, services, drainage, broadband / mobile services etc), small scale expansion of these existing business centres would be supported.

4.2.2 Design should be compatible with the Design Code that forms part of this NDP. In addition, with planning approval agreed, these facilities may expand further. Small scale expansion of facilities

ECONOMIC DEVELOPMENT

ED2 - VILLAGE AMENITIES

Development proposals that support the day-to-day needs of residents including retail and service outlets will be supported.

These should be located in a suitable central location in the village, to the east of the A19 where the majority of parishioners reside.

Page 83

4.3.1 Respondents to initial engagement suggested the desire for additional village amenities that would support their day-to-day needs. At present there are only limited services and amenities in the village requiring residents and businesses to travel outside the Parish.

4.3.2 The vast majority of residents live to the east of the A19 so it is suggested any proposals for village amenities be located on this side of the village to reduce the need to cross the A19, however they should be situated at appropriate locations.

ED3 - REUSE OF REDUNDANT BUILDINGS

Proposals for the reuse of redundant or under-used buildings for economic, residential or community uses will be supported, providing the proposal:

- **Is sensitively designed and respects the character of the building and its setting, and;**
- **Can demonstrate the proposal will not lead to a significant increase in levels of local road traffic including additional vehicular traffic and HGV movement.**

4.4.1 Reusing existing buildings is a more sustainable approach to economic development than building new premises. Appropriate enhancing of local buildings can also contribute to the conservation of the Parish and its built environment.

4.4.2 This policy seeks to strike a balance between supporting and encouraging economic development as stated, but also retaining and where possible enhancing, the local built environment. Where a redundant building is brought back into productive use, the renovation and/or conservation of that location should be done sensitively and seek to retain original features where possible. An example of this approach is The Menagerie development where existing agricultural buildings have been given a new lease of life, providing employment opportunities with minimal impact to the local environment.

ECONOMIC DEVELOPMENT

ED4 - AGRICULTURE

Support will be given to proposals for diversification of agricultural or other land-based rural businesses providing the proposal:

- **Supports an existing agricultural or rural business**
- **Does not have a significant impact on production or lead to the loss of best and most versatile agricultural land and does not harm the character of the area**
- **Does not result in significant increase in traffic movements, particularly HGVs**

ED5 - DIGITAL CONNECTIVITY

All new developments should be designed to connect to high quality communications infrastructure. Support will be given for proposals that help to provide improved or additional connectivity and associated infrastructure for the Parish as a whole.

4.6.1 The policy aim is to facilitate a local way of working that reduces the need to make unnecessary journeys to a remote business base, with all the environmental benefits that brings. This social change, that accelerated during the Covid -19 pandemic, will encourage future growth in local facilities which in turn will lead to a more vibrant, self sustainable community.

4.5.1 This policy seeks to support any necessary diversification of rural and agricultural enterprise whilst also supporting the retention of the best and most versatile agricultural land. This to ensure it can remain in productive use, and contribute to future food supplies whilst also recognising the future of the Agricultural Industry is changing and becoming increasingly uncertain.

4.5.2 Farm diversification for certain uses can be undertaken under permitted development rights. (Class R (agricultural buildings to a flexible commercial use), Part 3, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015, as amended.)



ECONOMIC DEVELOPMENT

ED6 - BUSINESS DEVELOPMENT

Proposals for further development on or adjacent to existing business locations will be supported provided that the following criteria are met:

- **The proposal is for small-scale business units**
- **Adequate parking arrangements are incorporated.**
- **Improvements are to be made to the A19 junction where relevant and required**
- **There is no significant environmental impact, including noise, on nearby uses**

4.7.1 The purpose built Escrick Business Park on the A19 is a major hub for businesses in the Parish. This development is complemented nearby by Park Court along with The Menagerie and Whinchat Hall which host a number of businesses in buildings that have been converted from their original design purpose and which are presently fully occupied. These four locations host the largest number of small and medium sized enterprises in the locality, and along with farms and Escick Park Estate represent the major business generating enterprises in the Parish. As businesses adapt to and recover from the effects of the Covid-19 pandemic, demand for office space and industrial units is strong in the Parish.

4.7.2 Although the present business occupation levels of at Escrick Business Park leaves some opportunity for a variety of business ventures to settle and grow here in our Parish, further capacity may be required. Over time, according to demand, small scale expansion in these locations or in other suitable similar premises and in suitable locations will be encouraged.

4.7.3 Directly behind Escrick Business Park are two larger industrial scale operations for clay extraction and landfill that have in recent times seen increasing amounts of HGV movements each week. These operations along with Escrick Business Park share the same entrance and exit in and out of the site onto the A19. There are major concerns at the amount of traffic these uses generate and recent planning approvals for long term extraction and filling operations in these locations will exacerbate this further. Any future business expansion in this area must be for uses that do not generate large amounts of HGV traffic but would be suitable for small business use. If a further phase of development of business is to be developed in this location, improvements to the intersection with the A19 must be provided as a condition of approval.



5.0 MOVEMENT & TRANSPORT

INTRODUCTION

5.0.1 Located equidistant between the City of York and Selby town, Escrick is situated next to the A19, one of the key road networks linking northern towns and cities and their rural hinterland. Whilst providing both private and public transport links for the residents of Escrick, increased volumes of traffic and the roads close proximity to the village, combined with the lack of any safe pedestrian crossing point across it, have been cited as key issues by residents. Located to the west of the village, the A19 dissects key amenities located in the parish from the main residential area, undoubtedly having a negative effect on access, use and local amenity. Any proposal that would increase traffic volumes along the A19 would not be supported unless outweighed by the local benefits.

5.0.2 Limited to focus on land-use planning issues, some areas linked to transport and movement reside outside of the scope of this Neighbourhood Development Plan. However, the opportunity to include statements, actions and projects that reflect the local needs and desires of the community are included. Key Transport & Movement issues that need to be examined for potential improvement, that are brought to the attention of the Parish Council, will be assessed in conjunction with NYCC, SDC and other key stakeholders.

MOVEMENT & TRANSPORT

5.1.1 AIMS & OBJECTIVES

- To secure improvements to the A19 enabling both safer pedestrian and cycle crossing whilst also providing better connectivity to amenities and onward cycle, pedestrian and public transport routes, especially for the young and old.
- To investigate and establish what new measures can be implemented to improve safety conditions for traffic accessing the A19 primarily from, but not limited to, the Skipwith Road junction.
- Ensure appropriate levels of parking and garaging are provided in new developments in a safe and timely manner.
- Ensure any new planning proposals do not increase issues around problem traffic flow and in particular, but not limited to, amenities such as schools and leisure facilities including hotels / Public Houses, restaurants, Escrick Business Park, Caravan Parks, clay extraction, sports facilities etc, and at / near sensitive junctions.
- Regular reviews regarding vehicular and HGV use of Skipwith Road.

5.1.2 INITIAL ENGAGEMENT

Citing the villages location in proximity to the City of York, Selby and the City of Leeds, as one of the things most liked about living in Escrick, 61% of residents caveated this by stating issues surrounding the A19 - including volume of traffic and access onto the A19 - was one of the things they liked least about the village with many residents indicating this as a priority area for improvement.

MOVEMENT & TRANSPORT

MT1 - TRAFFIC FLOW ALONG A19

Development proposals within the Parish that will result in a major increase in the volume of traffic on the A19, will not be supported unless evidence is provided by the Applicant and/or District and County Council that measures to address traffic safety and congestion will be part of any proposal made.

5.2.1 Both the City of York Council and Highways England recognise there are issues with congestion on the A19. Repeatedly raised as a key issue by residents, the volume and speed of traffic on the A19 was regularly cited as their least favourite thing about Escrick; in addition to comments about the difficulties accessing and crossing the A19 either by car and foot respectively which residents have safety concerns over.

5.2.2 In this instance, major increase is defined as ‘generating more than 50 additional daily movements’.

5.2.3 Escrick Parish Council will liaise with the relevant authorities and organisations to assess the viability, deliverability and cost efficiencies and dependencies of a project aimed at improving accessibility and safety for both residents and commuters on the A19. Significant local support exists for the implementation of such a project.

5.2.4 This would include working closely with Highways England, North Yorkshire County Council, Selby District Council and other key stakeholders.



MOVEMENT & TRANSPORT

MT2 - CAR PARKING

Proposals for developments are expected to provide sufficient off-street parking for vehicles, in line with NYCC parking standards, minimising the need for any on street parking needs.

Where garages are being included as part of any development proposal, they should be located to the side or rear of the property or be integrated.

Developments within the village should respect, support and encourage any moves to improve traffic flows and road safety within the village. This includes the provision of vehicle turning facilities, where required, to provide safe access and egress, and maintain safety for other road users and pedestrians.

On-site secure cycle storage and the provision of electric vehicle charging points should be provided in all new developments.

5.3.1 To maintain the high quality built environment and street scenes of the village, it is important to ensure any new development proposals provide adequate off-street parking provision to reduce or limit any increase in on-street parking and unsafe parking practices. Where garages are provided it is essential they are large enough to store vehicles and provide enough space for the homeowner to use safely.

5.3.2 New developments should carefully consider access to existing roads. Well designed measures such as traffic islands, chicanes, or other techniques to encourage improved traffic flow and safety are supported. The NDP encourages the installation of both secure cycle storage - as part of schemes to promote sustainable transport methods and EV charging points within the Parish.



MOVEMENT & TRANSPORT

MT3 - PEDESTRIAN & CYCLE CONNECTIONS

The creation of new or the enhancement and/or extension of existing cycle lanes and footpaths within the Parish is encouraged and will be supported.

Proposals for new pedestrian and cycle infrastructure should seek to connect with the existing provision and seek to contribute to the wider network to aid connectivity and permeability both within the Parish and the surrounding area.

5.4.1 Predominantly a commuter village, with 63% of respondents working outside of the Parish, many residents are dependent on personal vehicle use. Although this has reduced post Covid-19 and may change again in the near future. With many facilities and services within the Parish rated as 'Good', the NDP is keen to further promote and enhance specific areas, especially sustainable and active travel methods including walking and cycling.

5.4.2 'Improvement to cycle/footpaths' are amongst the top priorities cited by respondents as an issue they would like addressed. Deficiencies in the current route networks prevent more residents from utilising the existing cycle and footpaths both for recreation and access to local shops. Currently the A19 does not have a safe pedestrian crossing or cycle lane for much of its length.

5.4.3 Provision of new connections to existing routes can help encourage greater use of these networks, not only to support healthy communities but also go some way in helping reduce carbon emissions.





ESCRICK

Page 93

6.0 NATURAL ENVIRONMENT

INTRODUCTION

6.0.1 Surrounded by the York Green Belt, Escrick Parish is home to a rich variety of flora, fauna and wildlife providing a high quality natural environment enjoyed by residents and visitors alike.

6.0.2 Highlighting the quality of this environment, within the Escrick Parish Neighbourhood Plan area alone there are five sites designated as “Sites of Importance for Nature Conservation” (SINC). These sites consist of four woodland areas and one area of water:

- Gashouse Plantation
- Common Wood
- Hollicarrs Wood
- Sheepwalk Plantation
- Pond south of school playing fields

6.0.3 Escrick Parish is also home to Heron Wood, a site over 400 years old, now designated as ‘Ancient Woodland’. The Parish also contains many other woodland environments worthy of note from a conservation perspective, a list of which can be found in Appendix section. Both within these woodland environments and in the village itself, the Woodland Trust have specifically identified a number of ancient trees for conservation.

6.0.4 The NDP supports all conservation of existing trees and planting of new trees throughout the Parish.

NATURAL ENVIRONMENT

6.1.1 AIMS & OBJECTIVES

- To maintain and enhance countryside character and heritage protection across the Parish.
- To enhance the protection afforded to non-designated features in the landscape which are valued by the community.
- Support the extension and enhancement of the green infrastructure network.
- To ensure any new site development has the least impact of the existing natural environment

Page 95

INITIAL ENGAGEMENT

6.1.2 Respondents to the NDP questionnaire rated Countryside, Rural, Green Spaces as the fourth feature they most liked about Escrick. However, when asked about the issues they'd like the NDP to address, Conservation & Environment and Green & Open Spaces ranked second and fourth respectively with both issues receiving c.90% of respondents' preference.



NATURAL ENVIRONMENT

NE1 GREEN INFRASTRUCTURE

New development will be expected to:

- **include provision of multi-functional green infrastructure, and where possible, connect with the existing provision of green infrastructure, including Sites of Importance for Nature Conservation and existing woodlands;**
- **not to sever existing green infrastructure networks, and must avoid areas of high ecological value;**
- **achieve Biodiversity net gain of at least 10%;**
- **replace any trees which are proposed to be removed due to development at a ratio of at least 1:1. Where new or replacement tree planting cannot be achieved within the site, a suitable location within the Plan area should be sought. Replacement planting should consist of native species and be consistent with guidance provided by SDC and/or Natural England;**
- **ensure that the design and management of green infrastructure respects and enhances the character and distinctiveness of an area with regard to habitats and landscape types;**
- **include space for community food growing such as allotments or orchards, where possible.**

6.2.1 Green infrastructure is the term used to describe the network of natural spaces and corridors within our Parish and beyond. Esrcick has a strong and varied provision of green infrastructure throughout the Parish which contributes not only to the distinctive rural character of the village, but also plays an important role in supporting local wildlife and biodiversity.

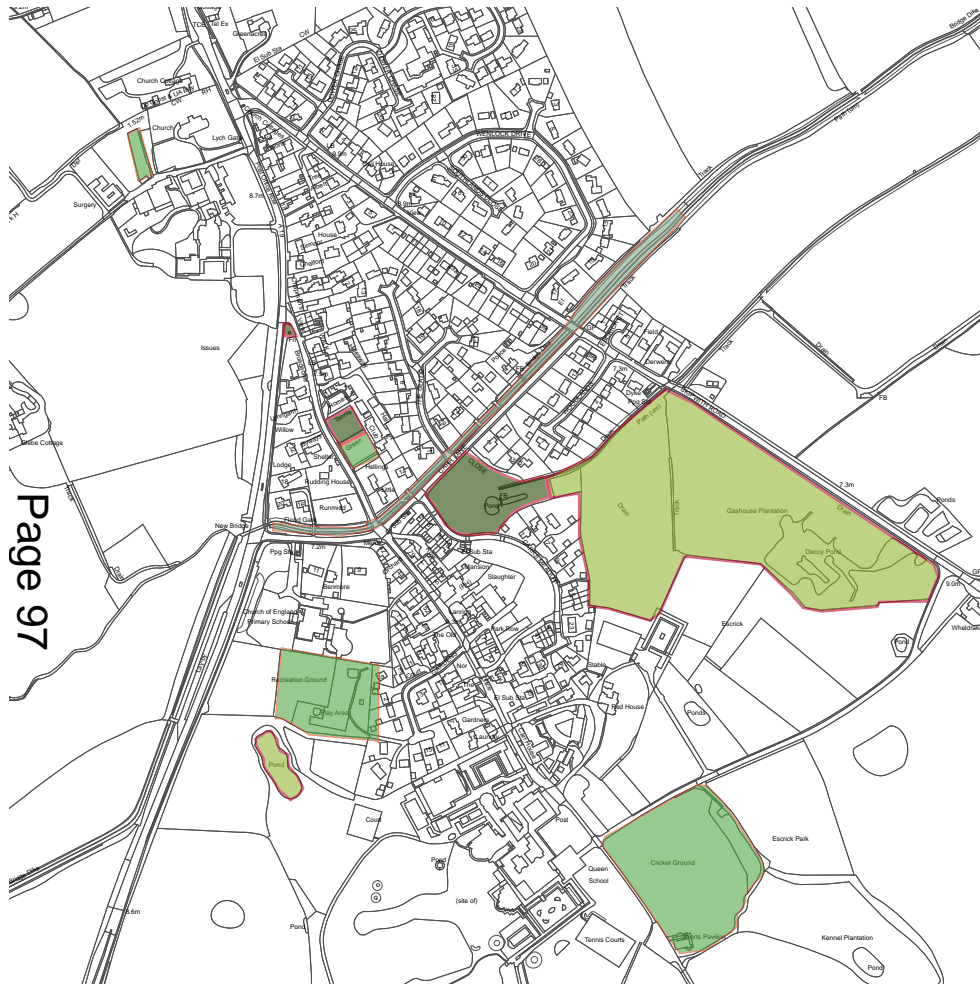
6.2.2 Green infrastructure assets in the Parish include open spaces such as parks and gardens, allotments, woodlands, fields, hedges, lakes, ponds, playing fields, as well as footpaths, cycle-ways or watercourses.

6.2.3 Providing areas for recreation, education and habitats for wildlife, these assets also deliver environmental benefits such as flood defence, surface water management and absorption of air pollution. Were they not to exist, life in the Parish would be very different and it is for this reason that these natural and semi-natural areas are identified as part of the basic 'infrastructure' that enables us to live as we do.




6.2.4 A primary objective of this policy is to connect and/or reconnect areas of green infrastructure to enable wildlife to move more freely. This can also contribute to creating a series of interlinked spaces which can then be enjoyed by residents and visitors alike for recreational or leisure purposes.

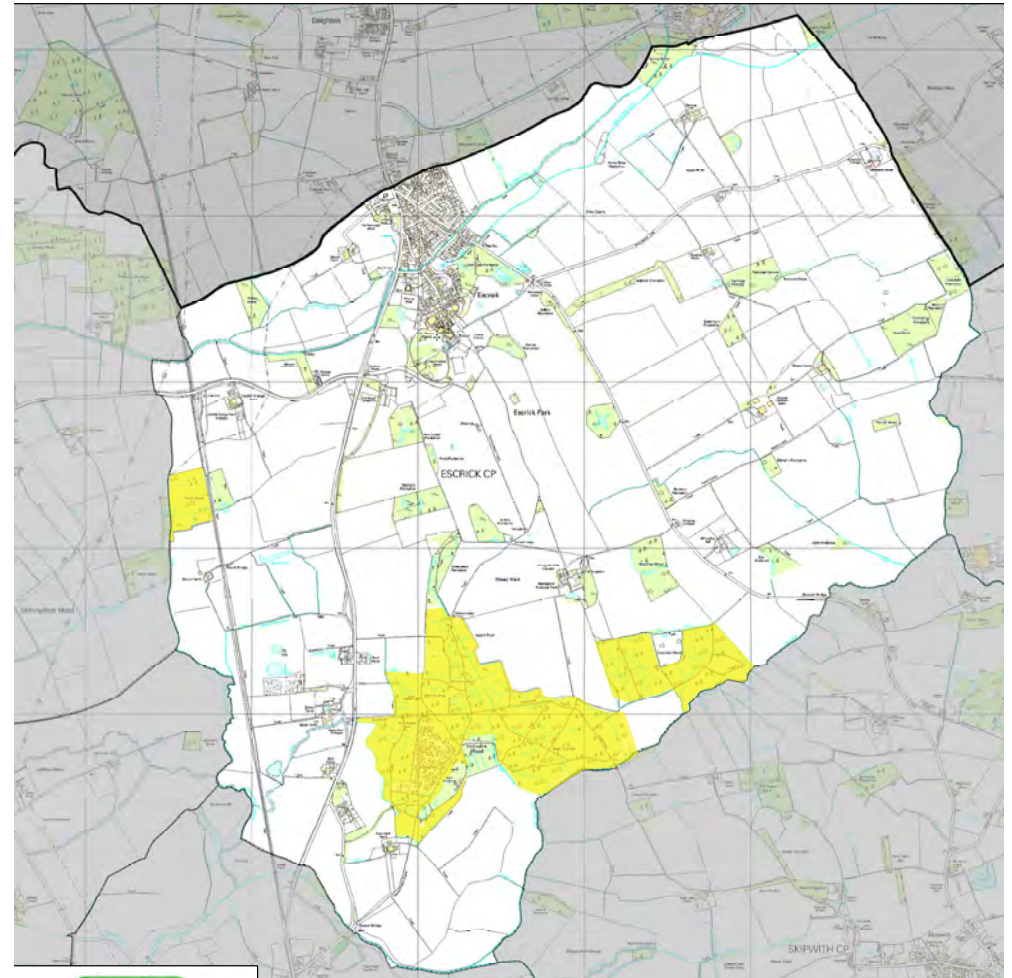
6.2.5 Proposals are encouraged to be developed in line with 'Building with Nature' principles. www.buildingwithnature.org.uk


Maps showing different types of green infrastructure in Escrick



Page 97

-  Local amenity space
-  Site of Importance for Nature Conservation
-  Recreational Open Space



-  Ancient woodland

NATURAL ENVIRONMENT

NE2 - GREEN SPACE CONNECTIVITY

Proposals for the creation, enhancement or re-wilding of green spaces to provide leisure, recreational, carbon sequestration or biodiversity benefits to the local area are encouraged and will be supported.

6.3.1 There is increasingly more awareness around the health and environmental benefits of creating and enhancing a wide range of habitat types and the positive impact they can have on biodiversity. By doing this we can create tomorrow's ancient woodland, restore lost wild-flowers and renew pollinator habitats.

6.3.2 The Parish already has an innovative, nationally recognised, habitat creation project established at Three Hagges Woodmeadow and run by the Woodmeadow Trust. Escrick Parish Council are keen to identify additional, suitable, areas for habitat creation on marginal or otherwise appropriate land.



INTRODUCTION

7.0.1 Established as an Estate Village over 350 years ago, and the main settlement in the Parish, Escrick is rich in both history and heritage. In the years since, the village has undergone a number of transformations yet throughout has maintained many of its original charms and features. Much of this transformation has occurred during the past 60 years, since when the village has slowly extended with the last significant development - Carr Meadows - taking place in the mid-1990's.

7.0.2 Maintaining the Parish's character is paramount as reflected by the majority of the village sitting within the Conservation Area. Coupled to this, Escrick currently has 18 Listed Buildings or structures located within the village Conservation Area boundary.

7.1.1 AIMS & OBJECTIVES

- Maintain the heritage and history of the Conservation Area and local rural environment
- Ensure any development proposals respect and reinforce the distinctive character of Escrick, integrate well with its setting, and adhere to the Escrick Design Code
- That any new development is of a commensurate scale and provides a range of housing types to accommodate the required needs of the Parish
- Ensure any development has a strong focus on pedestrian and cycle access, movement and connections within the parish and to other settlements
- Promote best practice in terms of street scene layout, setting and design, including safety, connectivity and usability
- Ensure any development is built in a sustainable way, provides appropriate drainage and flood mitigation and does not add to existing issues
- Ensure extensions and alterations to properties are in keeping with the local character

7.0 BUILT ENVIRONMENT & HERITAGE

BUILT ENVIRONMENT & HERITAGE

INITIAL ENGAGEMENT

7.1.2 When asked about what they considered to be the ‘Important design features’ of the village, the number one response received to the initial engagement survey stated that any new housing developments should be ‘in keeping with existing stock’.

7.1.3 Sitting second in the list of priorities was the need for the village to retain all existing green spaces and infrastructure. With an extensive public and permissive footpath network surrounding the village, any new development must not interfere or affect access to these.

7.1.4 Recognition of the need for additional housing was also amongst the top five issues listed as needing addressing by respondents. When asked what type of housing they’d like to see built the majority of respondents stated the need for more medium and smaller sized dwellings.

Page 101



BUILT ENVIRONMENT & HERITAGE

BEH1 DRAINAGE & FLOOD PREVENTION

New development should not add to the overall level of flood risk in the Parish. Applications should demonstrate how flood mitigation and water management will be achieved and should follow the principles below:

- **Surface water management measures will be required for development proposals to ensure that the risk of flooding both on-site and downstream is not increased.**
- **Sustainable Drainage Systems (SuDS) as an alternative to conventional drainage is preferred and will be supported, provided that they can be shown to be suitable in the intended location and that such systems will be properly maintained.**
- **Unnecessary culverting and the constriction of watercourses and their immediate environs will not be supported.**
- **Enhancements should be made to the existing local sewerage system/ or water distribution network and to provide additional capacity where required.**

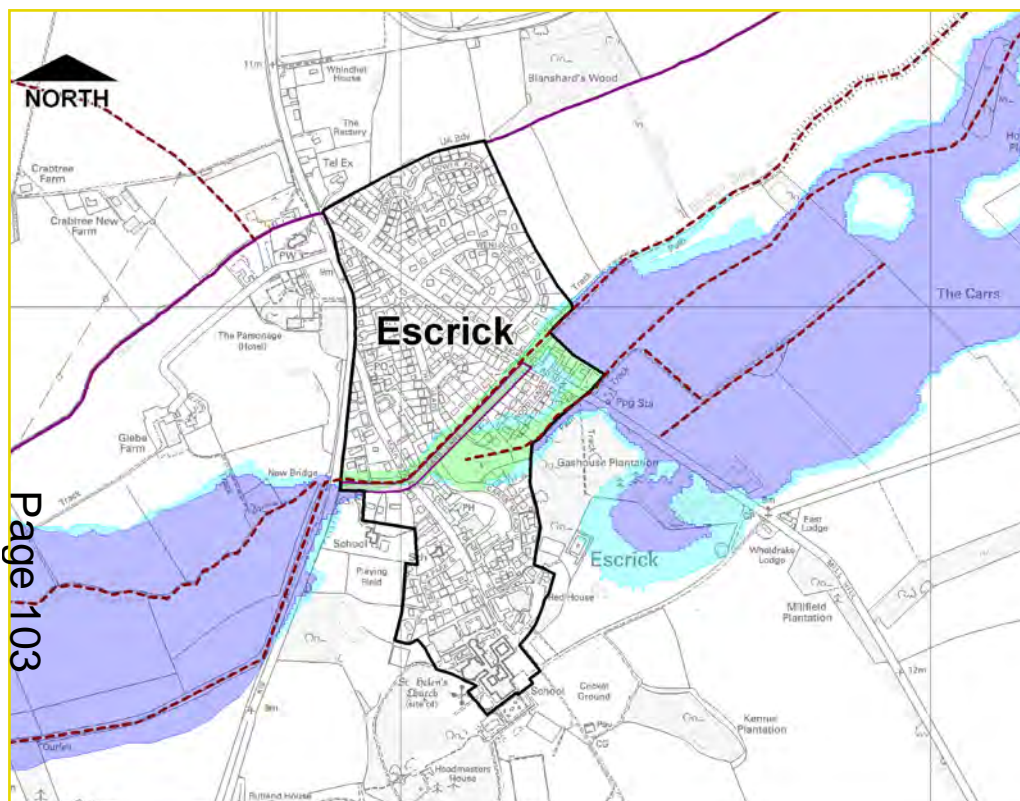
7.2.1 The NPPF sets out the approach to flood risk and the sequential test. SDC sequential test Developer Guidance Note October 2019 should also be referred to which sets out the steps taken when applying the test. Technical guidance on the creation of SuDS can also be found on the SDC website.

7.2.2 Parts of Escrick, primarily along Bridge Dike, are within flood zone 2, 3a and 3b. This is illustrated on the map opposite.

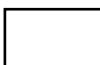
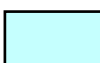
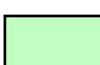



7.2.3 It is important new development does not increase the likelihood of flooding, sewerage overflow or level of surface water.



BUILT ENVIRONMENT & HERITAGE



Page 103

-  Flood zone 1 - Less than 1 in 1000 years floodplain
-  Flood zone 2 - 1000 year floodplain
-  Flood zone 3a - 100 year floodplain
-  Flood zone 3b - functional floodplain
-  Footpath
-  Village boundary



Escrick flooding in 1979



Historic flooding in Escrick - date unknown

Flood mapping data is updated regularly by the Environment Agency and the latest flood mapping is available online <https://flood-map-for-planning.service.gov.uk/> which should be used to inform planning applications.

BUILT ENVIRONMENT & HERITAGE

BEH2 - RESPECTING TRADITIONAL DESIGN

Proposals for new developments within the Escrick Conservation Area or within its setting will be expected to:

- **Reflect and reinforce the overall palette of designs and character of the village and the wider rural traditional agricultural vernacular of the Parish;**
- **Respect and respond to existing building materials, heights, layout, orientation, amenity space, density, scale and massing;**
- **Ensure boundary treatments are in keeping with the tradition of the Parish and primarily involve hedgerows formed by native species;**

7.3.1 This policy relates primarily to residential development within the core of the village settlement itself, both inside and adjacent to the Conservation area.

7.3.2 It is vitally important that any new development within, or adjacent to, the Conservation Area reflect and reinforce the best of principles of good design, distinctive character and quality of existing housing.

7.3.3 Reference should be made to the Escrick Design Code for detailed guidance on what such undertakings would involve, including; materials, style of housing, sustainability etc...



BUILT ENVIRONMENT & HERITAGE

BEH3 - HISTORIC RURAL ENVIRONMENT

Proposals for developments that have an undue adverse effect on the historic rural character of the Parish will not be supported.

Any proposals for development outside of current development limits must be of a suitable scale, sensitively designed, particularly where it is visible in open landscapes, and should utilise appropriate planting and screening to minimise visual intrusion.

7.4.1 This policy seeks to discourage development proposals that would negatively impact the historic character of the village.

7.4.2 With much of the current housing located within the agricultural area surrounding Escrick having originally been built for those working on the land, any new development should be sympathetic to the size, scale and style of these existing buildings - this also applies to any development of buildings for business use purposes. This policy also seeks to ensure the sensitive siting of any such development with appropriate levels of space provided. To protect the visual rural landscape, plans should also include appropriate tree planting or screening as deemed necessary.

BEH4 - STREETS & STREET SCENE

All development proposals should be strongly focussed on the provision of safe pedestrian walkways enabling access to all local amenities and facilities. Improvements to ensure the provision and implementation of these safety measures include, but are not limited to;

- **The provision of, and where necessary, improvements to footpaths, pavements, paths and street lighting to facilitate safe and convenient movement for pedestrians;**
- **Limiting and reducing unnecessary street signage where it is safe and practical to do so; and**
- **Ensuring that streets, footpaths and pavements are accessible and safe for all, including those with mobility issues or users of wheelchairs or prams and opportunities to enhance or extend walking and cycling routes have been included.**

7.5.1 Included to ensure Escrick provides the highest standards of pedestrian safety, the condition and provision of pavements within developments, new and old, will continue to be monitored by the Parish Council. For any new developments, the inclusion of cycle lanes will also be promoted with the desire being to connect these to existing infrastructure.

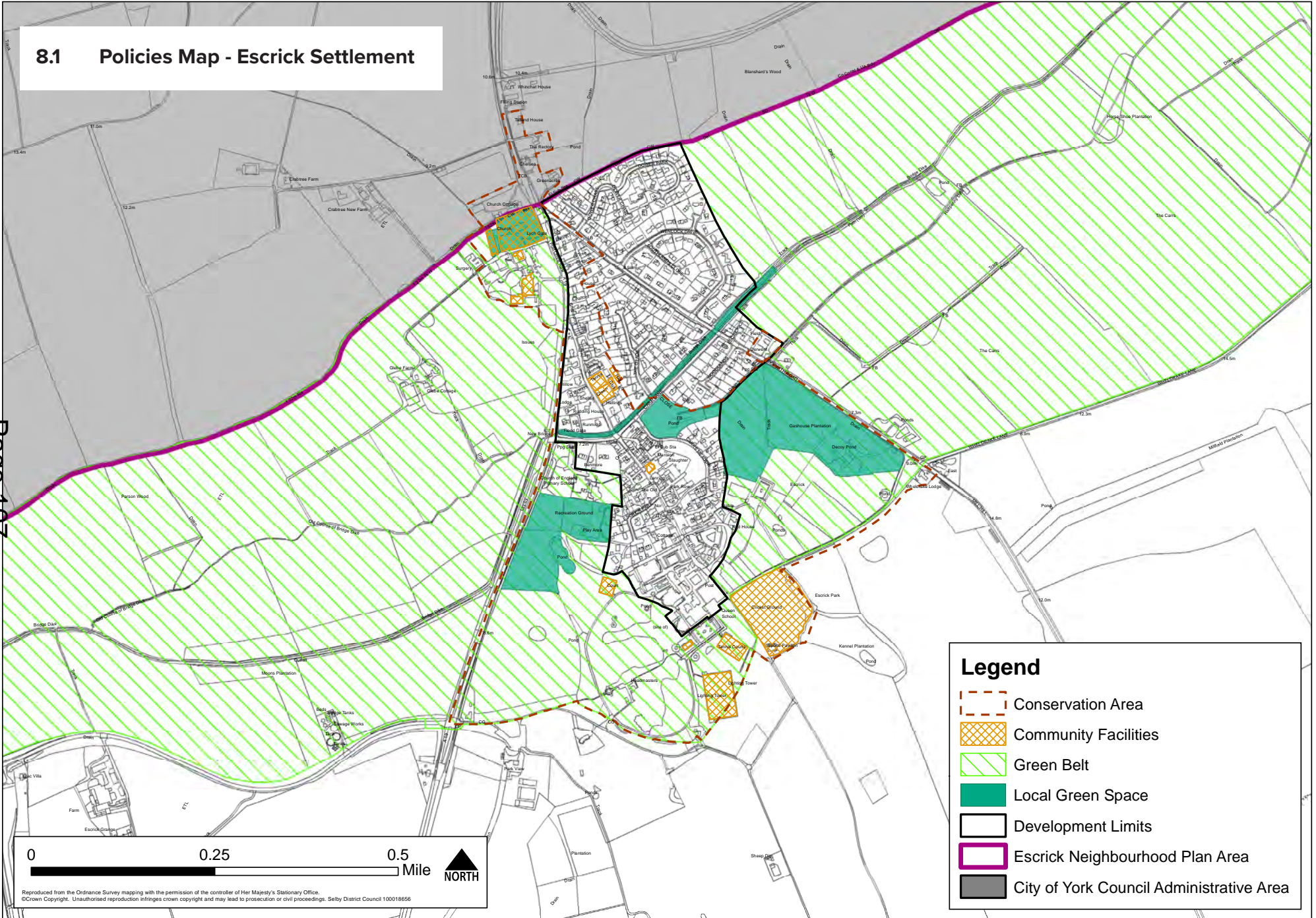
7.5.2 A core part of the 'look and feel' of the village, the planting of verges at roadsides is encouraged and totally consistent within other areas of the Parish.

8.0

APPENDIX

- 8.1 Policies Maps
- 8.2 Local Green Space assessments
- 8.3 Map of core settlement movement network
- 8.4 Map of housing character areas
- 8.5 Map of housing development in Escrick village
- 8.6 Map of key businesses
- 8.7 Map of green spaces
- 8.8 Community aspirations

8.1 Policies Map - Escrick Settlement



Page 107

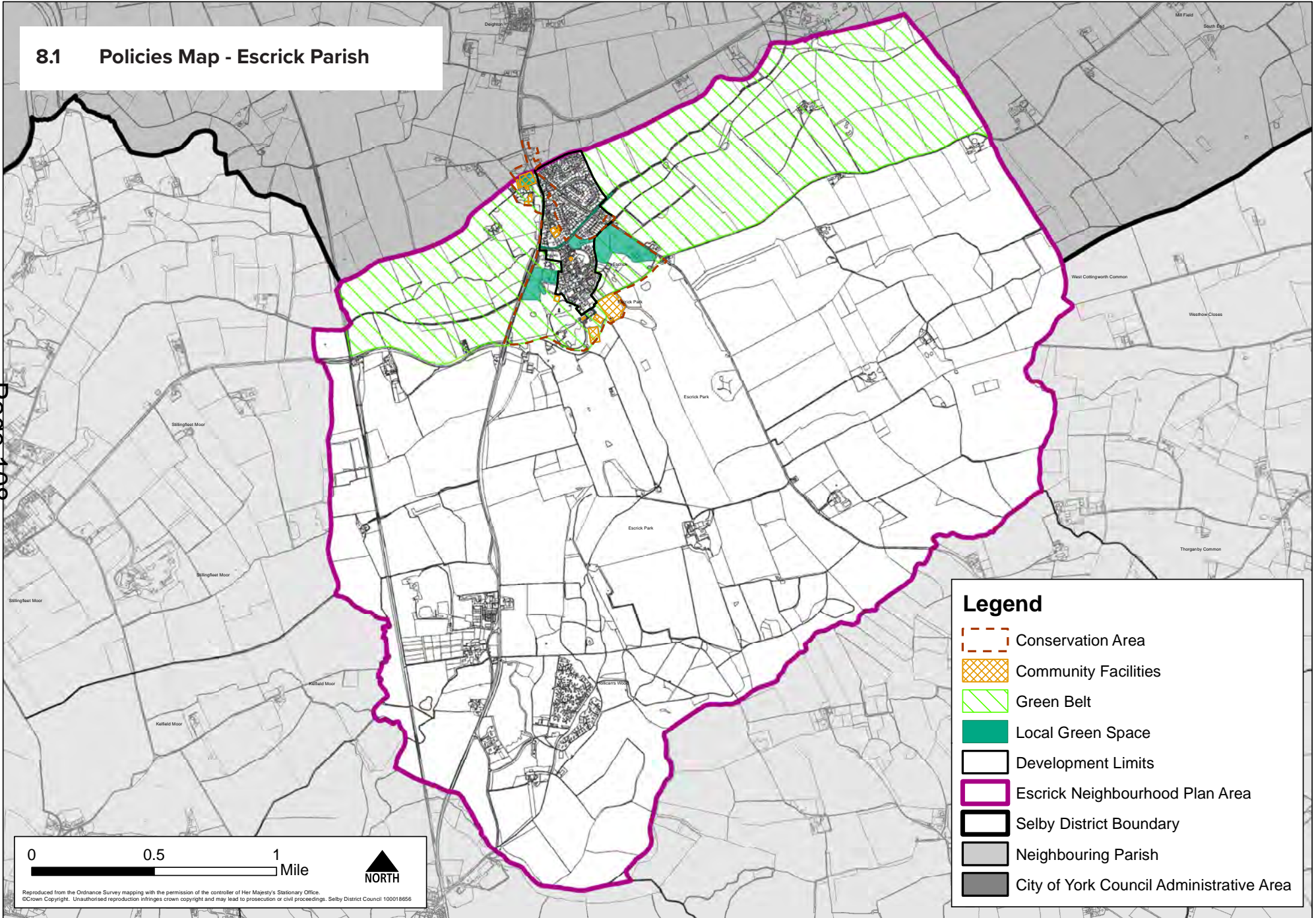
Legend

- Conservation Area
- Community Facilities
- Green Belt
- Local Green Space
- Development Limits
- Escrick Neighbourhood Plan Area
- City of York Council Administrative Area

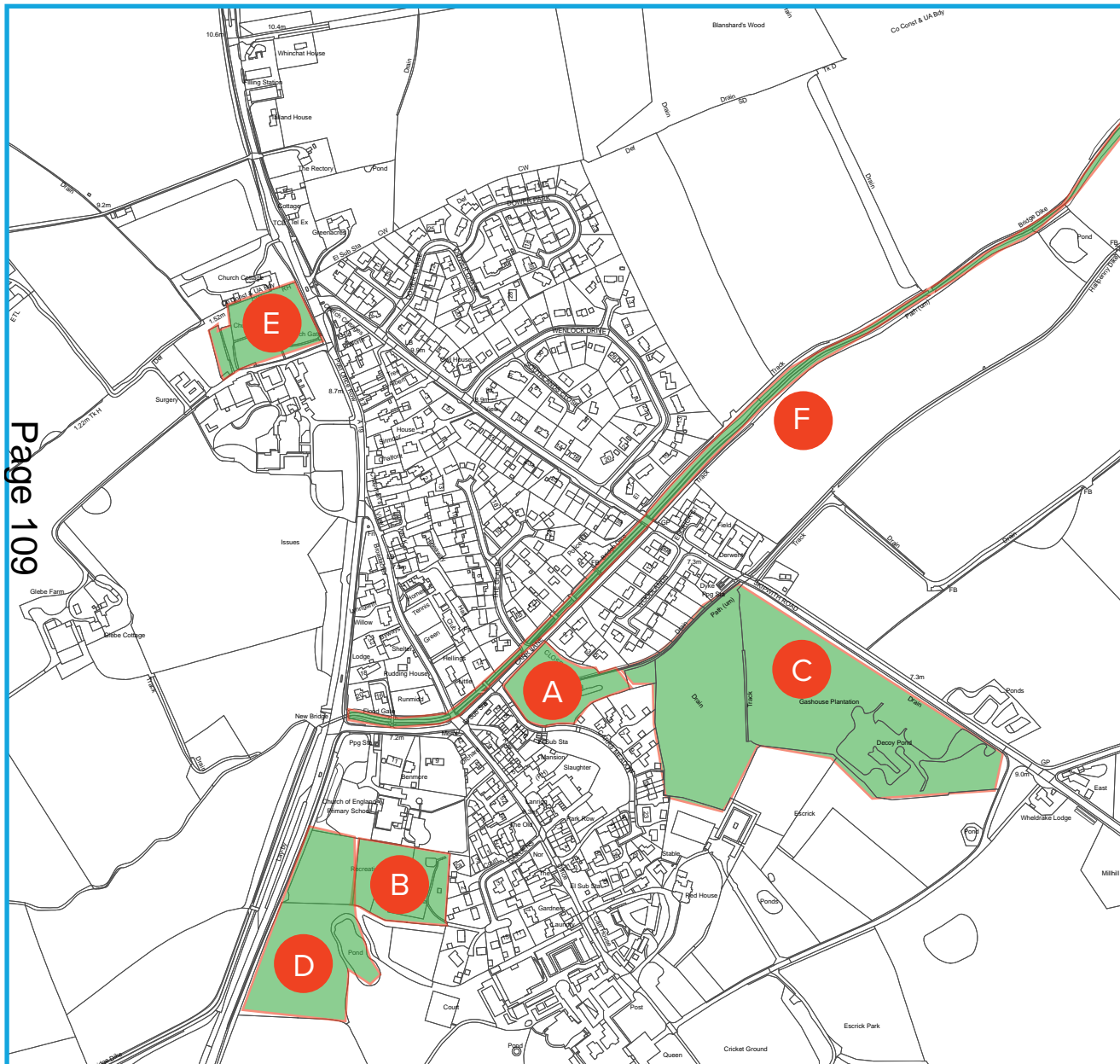
0 0.25 0.5
 ─────────── Mile NORTH

Reproduced from the Ordnance Survey mapping with the permission of the controller of Her Majesty's Stationary Office.
 © Crown Copyright. Unauthorised reproduction infringes crown copyright and may lead to prosecution or civil proceedings. Selby District Council 100018656

8.1 Policies Map - Escrick Parish



8.2 MAP OF ALL GREEN SPACES ASSESSED



Page 109

8.2 LOCAL GREEN SPACE ASSESSMENT: A

Site name & reference letter	Village Green (Ref. A)
Location	Land between Carr Lane and Carrs Meadow
Size (hectares - ha)	0.76 ha
Proximity to community served (ref NPPF 100a)	The site is in the village centre and is therefore in close proximity to the community it serves.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	<p>The Village Green is a locally important site that provides recreational value to the community. Events are held on the site throughout the year in addition to the space being used informally by residents.</p> <p>There is a pond on site and mature planting which contributes to the wildlife richness.</p> <p>The site is designated as Local Amenity Space by SDC.</p>
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character and is not an extensive tract of land.
Summary Assessment	The site provides many opportunities to the local community for recreation and amenity and is well-used by residents. The site also provides biodiversity benefits with the existence of a pond and mature vegetation.
Recommendation	DESIGNATE AS LOCAL GREEN SPACE



8.2 LOCAL GREEN SPACE ASSESSMENT: B

Site name & reference letter	Recreation Ground and Play Area (Ref. B)
Location	Land south of C of E Primary School
Size (hectares - ha)	0.79 ha
Proximity to community served (ref NPPF 100a)	The site is slightly to the west of the village centre and is therefore in close proximity to the community it serves.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	<p>The site is designated as Recreational Open Space by SDC. The Recreation Ground and Play Area is the primary space in the village that provides recreational opportunities to residents of all ages. Within the site is play equipment, outdoor gym, and a small football pitch/basketball hoop.</p> <p>The site is also bounded by mature woodland which contributes to the richness of wildlife locally.</p>
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character and is not an extensive tract of land.
Summary Assessment	The Recreation Ground and Play Area is leased by Escrick Parish Council from Escrick Park Estate on a medium-term lease. It is equipped with play equipment targeting under 12s, zip wire, small football pitch, woodland walk and den building area. Publicly accessible for residents during daylight hours. A separate charity (Escrick Playing Fields Association) exists to raise funds for ongoing maintenance and enhancement of the facility.
Recommendation	DESIGNATE AS LOCAL GREEN SPACE

8.2 LOCAL GREEN SPACE ASSESSMENT: C

Site name & reference letter	Gashouse Plantation (Ref. C)
Location	Off Skipwith Road
Size (hectares - ha)	5.9ha
Proximity to community served (ref NPPF 100a)	The site is to the east of the Village centre and is in close proximity to the community it serves. The site is bounded by housing on its southwest and northwest edges with a cut-through linking it to Carrs Meadow to the southwest.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	The site is designated as a Site of Importance for Nature Conservation The site is popular with dogwalkers and is well-used for recreation locally. The site is rich in wildlife and has many biodiversity benefits.
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character and is not an extensive tract of land.
Summary Assessment	The site provides many wildlife and biodiversity benefits and provides recreational opportunities to residents.
Recommendation	DESIGNATE AS LOCAL GREEN SPACE

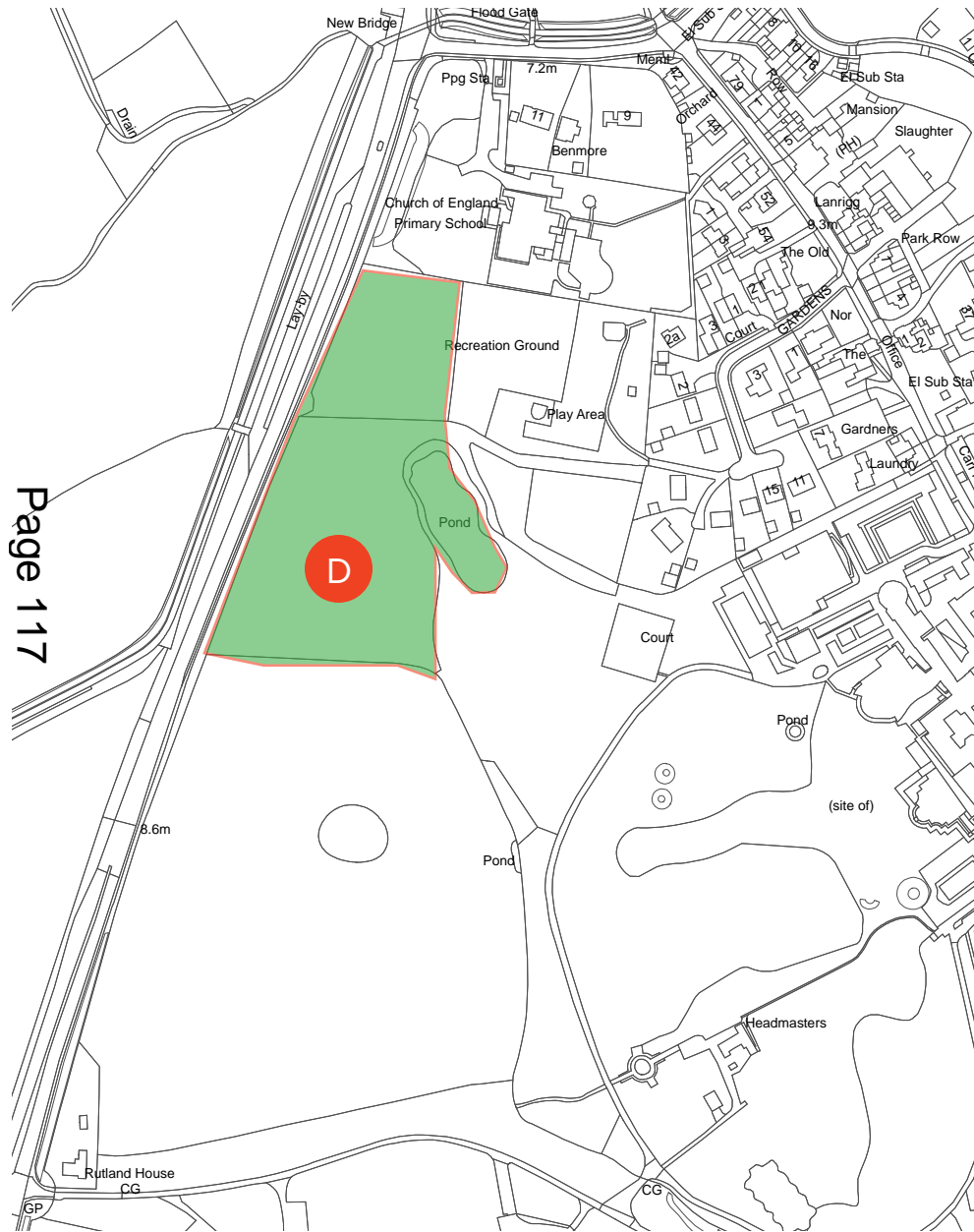


Page 115



8.2 LOCAL GREEN SPACE ASSESSMENT: D

Site name & reference letter	Woodland buffer and QM Pond (Ref. D)
Location	East of A19
Size (hectares - ha)	2.1ha
Proximity to community served (ref NPPF 100a)	The site is adjacent to the Recreation Ground and Play area and is in close proximity to the community it serves
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	<p>The QM pond is designated as a Site of Importance for Nature Conservation. The pond contributes to the historical significance of the QM school grounds and parkland.</p> <p>The woodland buffer plays an important role by screening the village from the A19, reducing the impact of noise from traffic and the associated carbon released from vehicles. The woodland buffer contributes to the wildlife richness of the area. The northern section of woodland, adjacent to the Recreation Ground also includes a woodland walk and informal den-making area.</p>
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character and is not an extensive tract of land.
Summary Assessment	The site provides many wildlife and biodiversity benefits and helps to screen the village from the A19. The pond also contributes to the historical significance of the QM School grounds. The wooded area next to the Recreation Ground includes a woodland walk and an informal den-making area.
Recommendation	DESIGNATE AS LOCAL GREEN SPACE

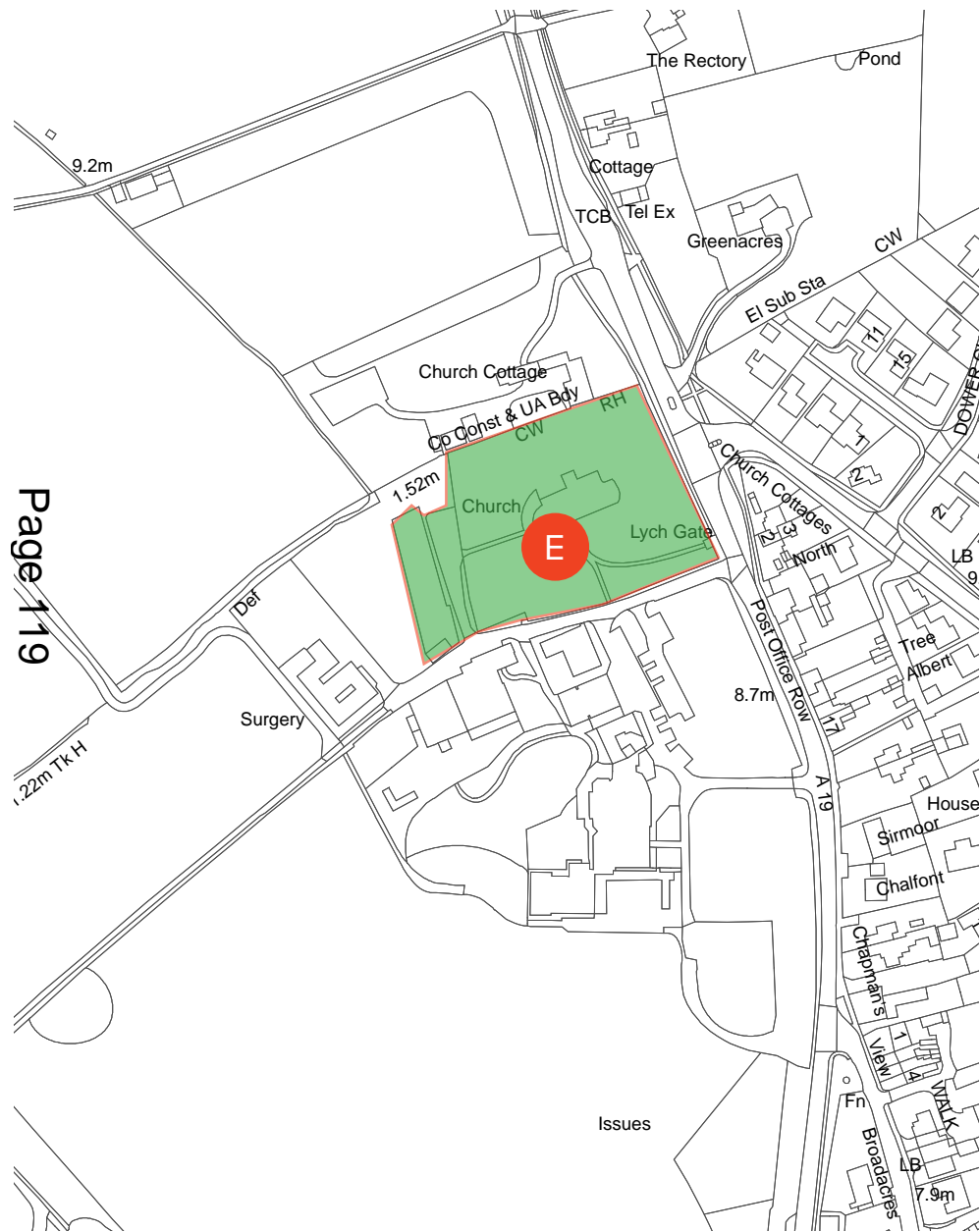


Page 117



8.2 LOCAL GREEN SPACE ASSESSMENT: E

Site name & reference letter	St Helens Church precinct & associated Allotments (Ref. E)
Location	West of A19
Size (hectares - ha)	0.87 ha
Proximity to community served (ref NPPF 100a)	The site is to the West of the A19 next to the doctors surgery and is in close proximity to the community it serves.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	<p>The precinct is the setting to the Grade II listed Church of St Helen so has a high value of historical significance. The precinct is bounded by traditional stone walls and contains mature planting and vegetation.</p> <p>The Allotments adjacent are well-used by members of the community and are the main space used by members of the community for food growing etc.</p>
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character and is not an extensive tract of land.
Summary Assessment	The site provides access to space for food growing which is well-used by the community and provides the setting for the Grade II listed Church of St Helen.
Recommendation	DESIGNATE AS LOCAL GREEN SPACE



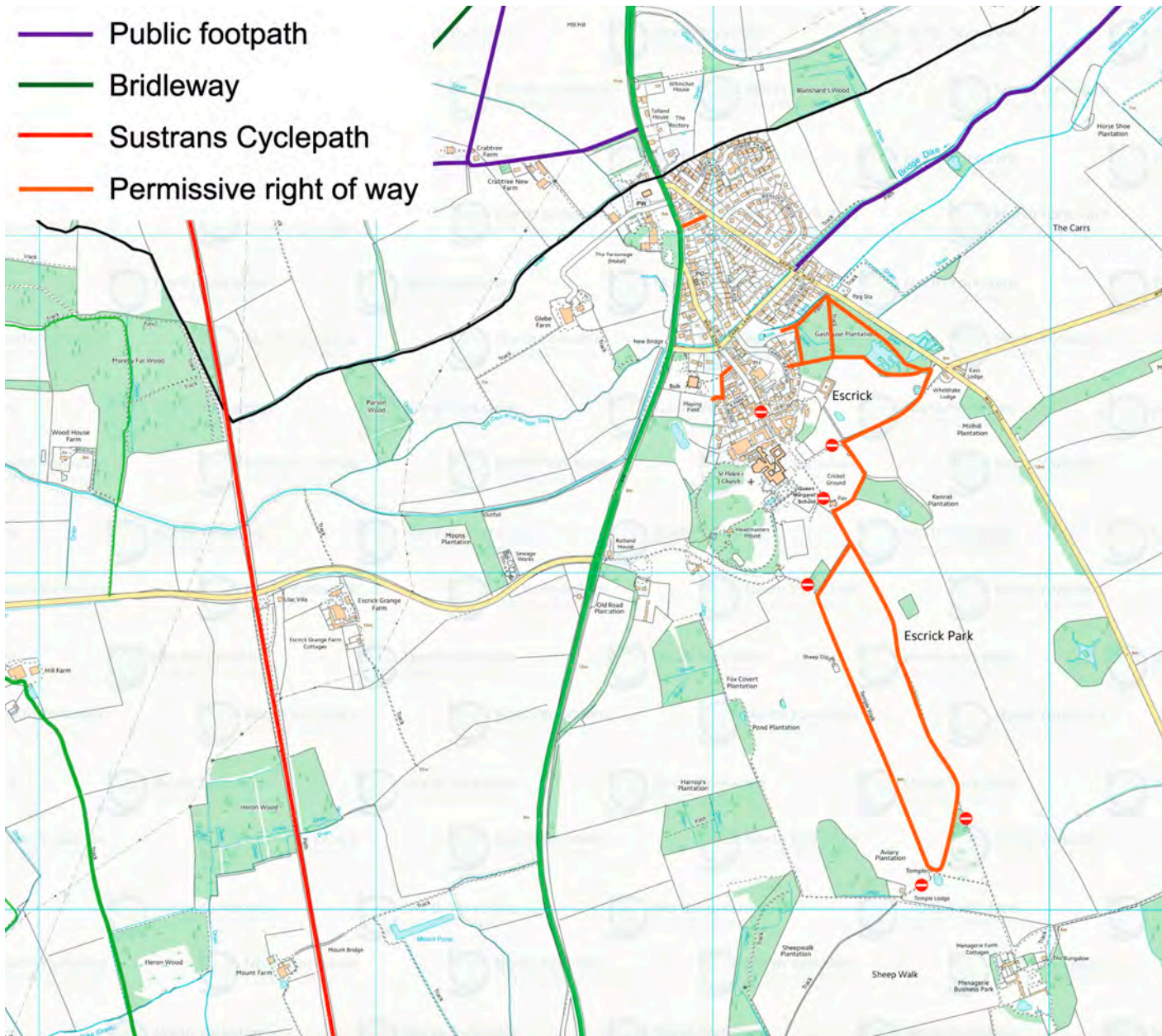
Page 119



8.2 LOCAL GREEN SPACE ASSESSMENT: F

Site name & reference letter	Greenspace alongside Bridge Dike (Ref F)
Location	Along Carr Lane
Size (hectares - ha)	0.48 ha
Proximity to community served (ref NPPF 100a)	The site runs through the centre of the village east-west and is in close proximity to the community it serves.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	The banks along both sides of Bridge Dike contribute to the richness of wildlife and the landscape significance of the village. They are an important visual feature of the village in addition to supporting wildlife and habitats.
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character and is not an extensive tract of land.
Summary Assessment	The site provides many wildlife and biodiversity benefits in addition to contributing to the landscape significance and character of the village.
Recommendation	DESIGNATE AS LOCAL GREEN SPACE

8.3 Core Settlement Movement Network

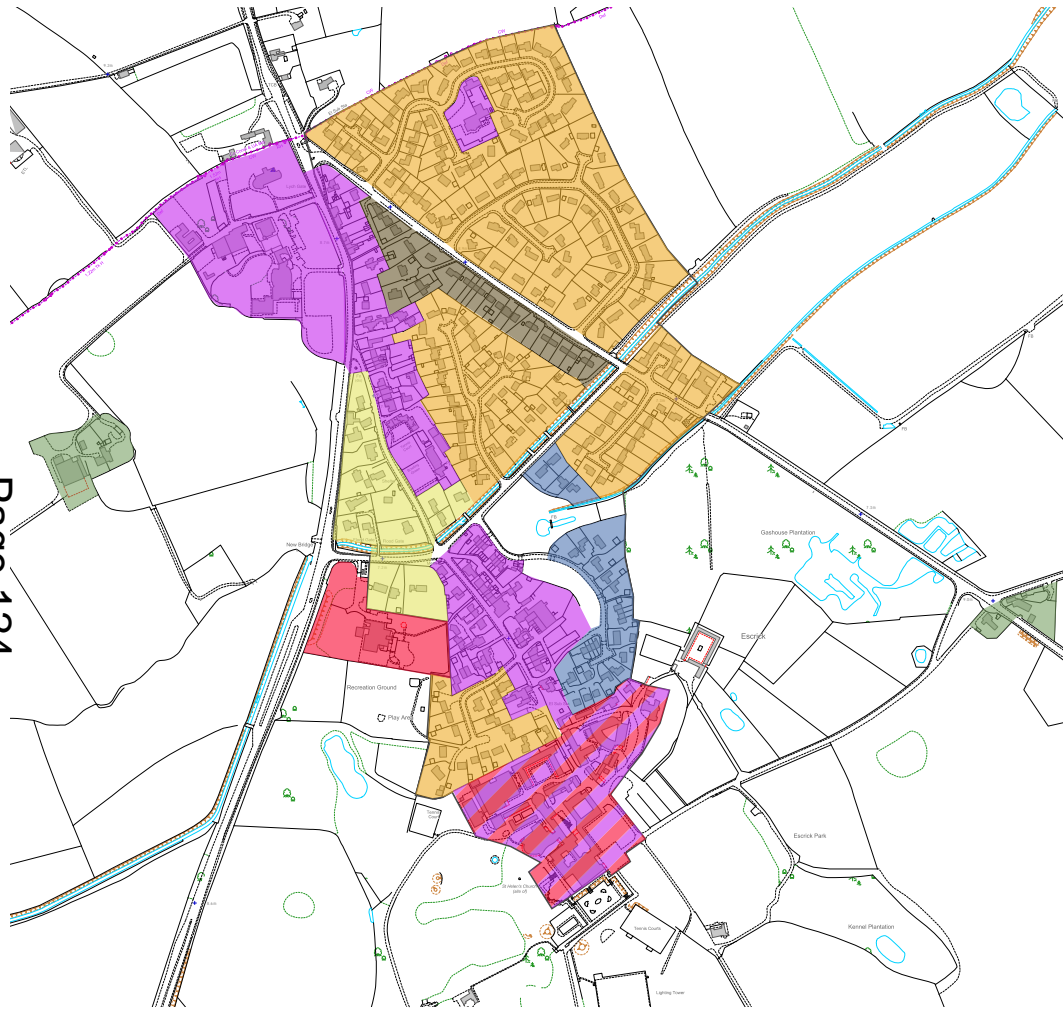


Movement Network



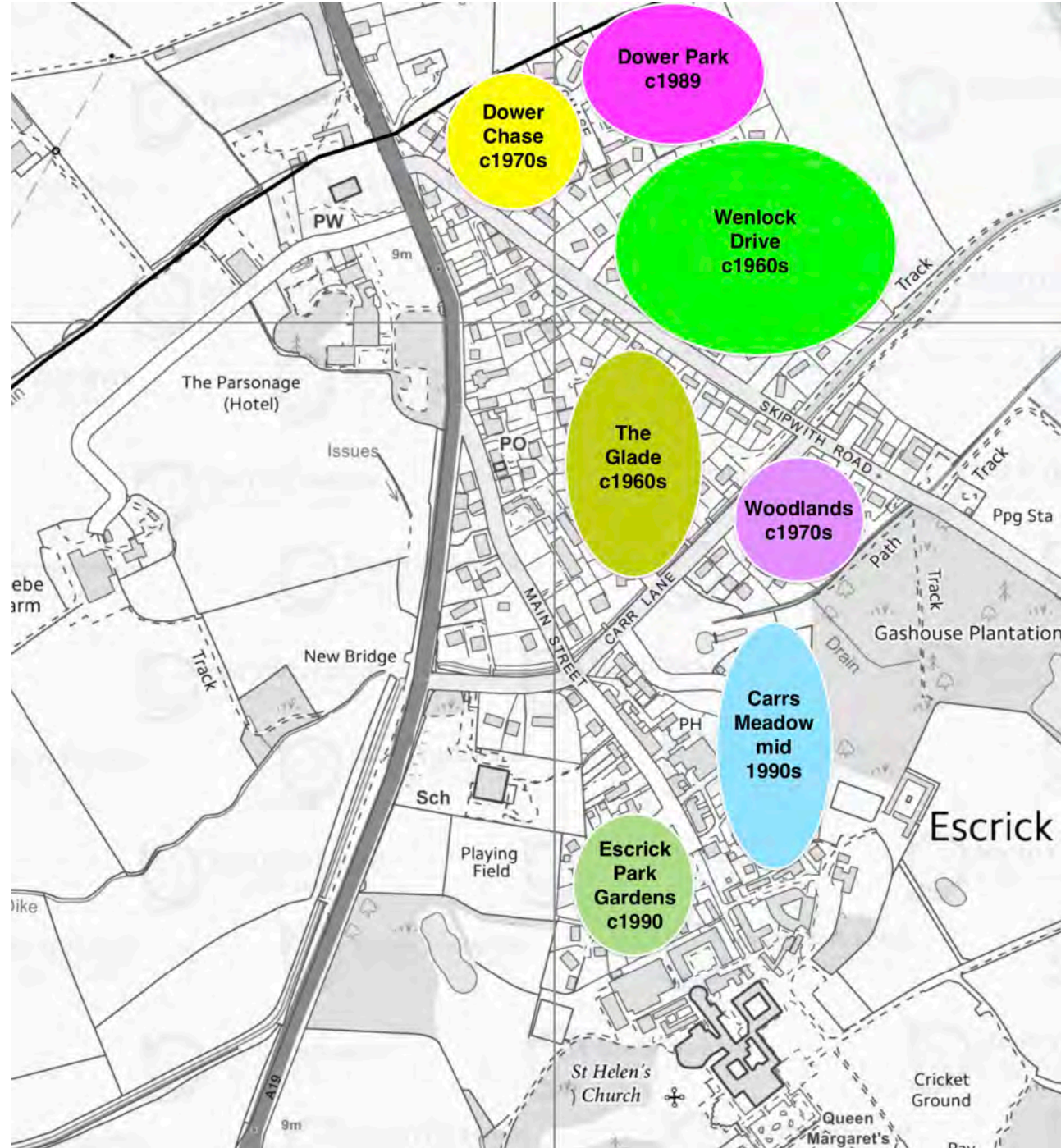
Page 123

8.4 Map of character areas in Escrick Village

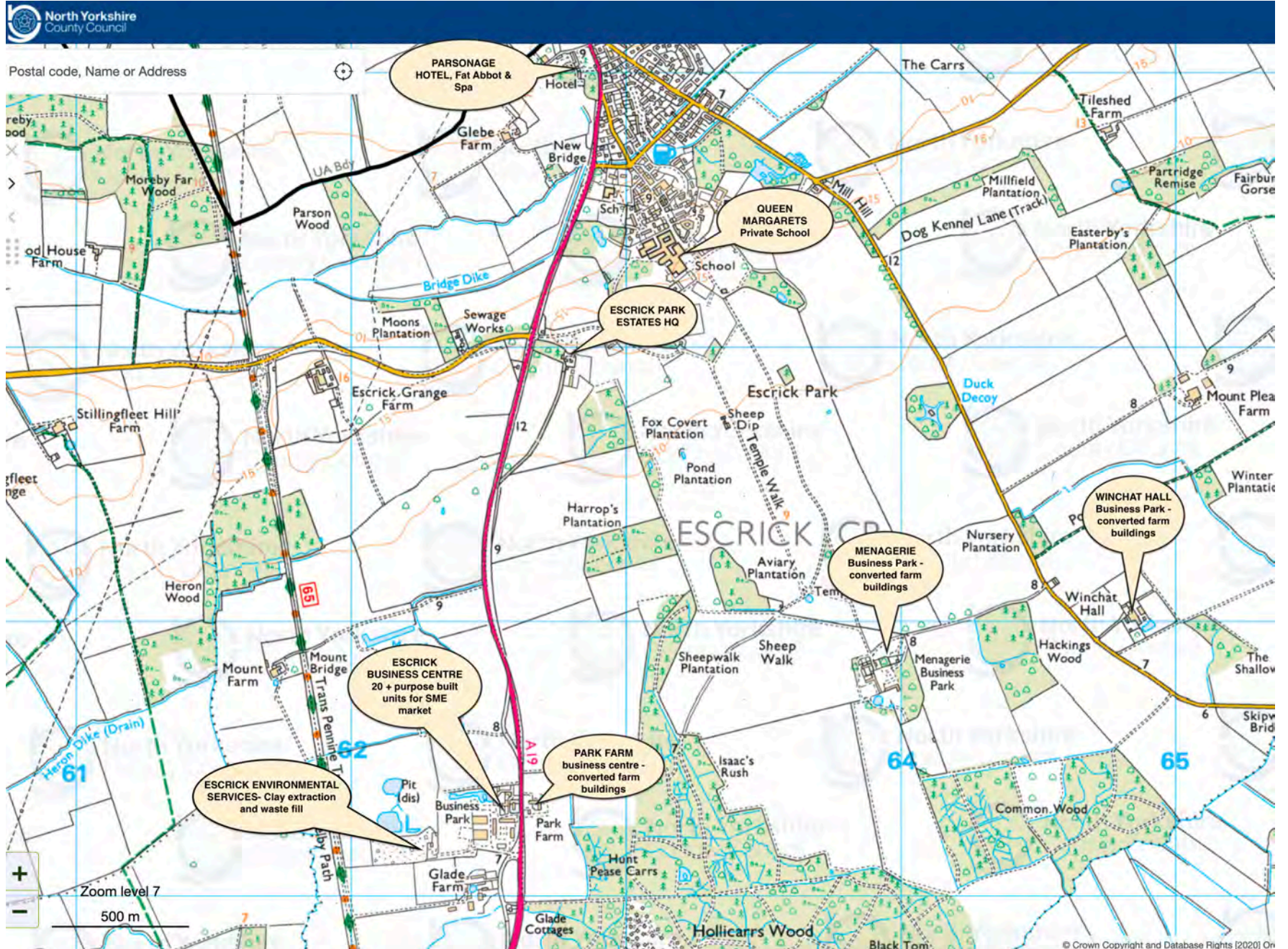


- Historic
- Education
- Skipwith Road
- Post War Cul-de-sac
- 20th Century Infill
- Modern housing development
- Mixed historic/education
- Isolated dwellings/farms

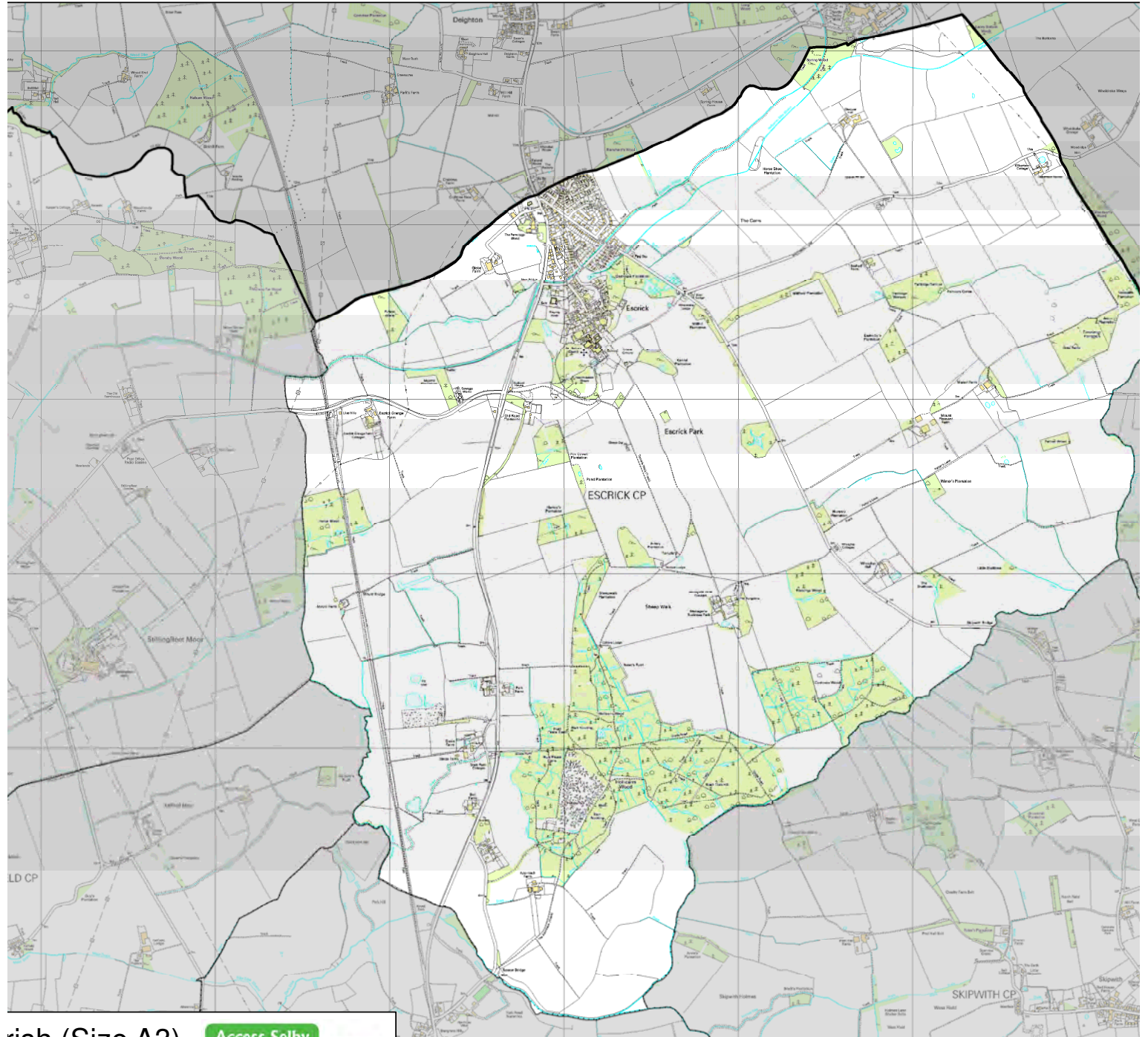
8.5 Map of major housing development in Escrick Village



8.6 Map of key businesses locations in ESCRICK PARISH



8.7 Map of green spaces in Escrick



8.8 Community aspirations

COMMUNITY ASPIRATION: ACCESSING NATURE

The Parish Council support and encourage the use and retention of existing permissive rights of way and the provision of new ones within the parish.

With a significant existing network of both permissive and public footpaths and bridleways, there are opportunities to build on the natural assets within the Parish and look for ways to extend these networks, encouraging more people to use the local area for walking, leisure and recreation.

‘All existing Public Right(s) of Way on the site must be protected and kept clear of any obstruction until such time as an alternative route has been provided by either a temporary or permanent Order. It is an offence to obstruct a Public Right of Way and enforcement action can be taken by the Highway Authority to remove any obstruction.

When looking at potential improvements to development sites that have a Public Right of Way or a ‘claimed’ Public Right of Way within or adjoining to areas, please be advised to get in touch with the Countryside Access Team, North Yorkshire County Council (paths@northyorks.gov.uk) at the earliest opportunities to discuss any proposals.’

COMMUNITY ASPIRATION: VILLAGE BUS INFRASTRUCTURE

Proposals to upgrade bus stops to include real-time customer and passenger information is encouraged and will be supported.

The addition of any new rural bus services connecting Escrick to the wider North Yorkshire community will also be encouraged and supported.

Escrick Parish Council will seek suitable facilities to be provided by public funds from either Selby District, City of York Council and / or CIL monies or other funding sources at the earliest possible date. Escrick Parish Council will continue to monitor and assess the level of facilities needed from resident feedback relating to bus services.

Escrick Design Code



Design Code: Contents

Introduction	p.4
About Escrick	p.6
Rural character	p.8
Flooding	p.10
Village edges	p.11
Identifying local character	p.12
Green infrastructure and sustainability	p.20
Urban structure and built form	p.28
Street scene	p.34
Practicalities of the home	p.38
Extensions and alterations	p.50
Glossary	p.62
Useful links	p.64

Design Code: Contents

CHARACTER

C1.1 Character

GREEN INFRASTRUCTURE & SUSTAINABILITY

G1.1 Gardens

G1.2 Trees

G1.3 Supporting habitats

G1.4 Permeable surfaces

G1.5 Sustainable drainage systems (SuDS)

URBAN STRUCTURE & BUILT FORM

F1.1 Scale and massing

F1.2 Position

F1.3 Height and roofline

F1.4 Orientation

F1.5 Elevation

F1.6 Frontages

STREET SCENE

S1.1 Building line

S1.2 Replacement dwellings

S1.3 Backland development

S1.4 Infill development

PRACTICALITIES OF THE HOME

P1.1 Internal space

P1.2 Parking

P1.3 Storage

EXTENSIONS & ALTERATIONS

E1.1 Materials

E1.2 Side extensions

E1.3 Rear extensions

E1.4 Rear two storey extensions

E1.5 Dormer windows

E1.6 Skylights

E1.7 Garages and carports

Introduction

Escrick village is the historic main settlement at the northern boundary of Escrick Parish. Escrick Village has its own Conservation Area. The Design Code is applicable to development within the whole Parish.

What is a Design Code?

The Escrick Parish Design Code:

- Sets out design expectations for all forms of development
- Gives design guidance relating to best practice
- Provides character assessments of the Parish, highlighting its distinctive qualities
- Gives a historical overview of how the Parish has evolved over time
- Reinforces the aims and objectives of the Neighbourhood Plan

Why produce one for Escrick?

The aim Design Code is to ensure that any future development and change in the parish is based on an understanding of the area's past and present. It draws attention to what is special about the buildings, open spaces and settings of Escrick giving residents a say in the future of their Parish, by producing guidance on respecting these qualities.

How has it been produced?

The Design Code has been produced on behalf of the residents of the parish with the full support of Escrick Parish Council. It is the result of public consultation including public meetings, surveys, workshops and exhibitions, and draws upon the detailed findings of a local heritage assessment.

How will it work?

This Design Code describes how Escrick has evolved to how it is today and highlights the qualities that residents value. It is intended to be a practical tool capable of influencing decisions affecting design and development in the Parish.

The Design code sets out acceptable design parameters and details how the key aims and objectives of the neighbourhood plan can be achieved. Development should seek to improve or contribute to the character of place, by understanding, referencing, and complementing setting and context

Who is it for?

The Design Code should be used by developers, applicants and homeowners to ensure that their proposals respond to and reinforce the defining characteristics of the Parish and addresses key local concerns. It will also assist Escrick Parish Council and Selby District Council (SDC) in commenting on and determining the design quality of applications in the Parish.

What does it cover?

The document contains sections on:

- guidance and best practice for new builds, house extensions and alterations
- the landscape setting of the village,
- the evolution of the village,
- the pattern of the settlements,
- identifying local character,
- open spaces and green corridors,
- the form and style of buildings.





Each section concludes with a number of Design Guidelines. Taken together with the accompanying text, plans and appendices, these guidelines provide details of the qualities that define the character of Escrick.

The Escrick Design code aligns with the principles set out in the National Design Guide covering the characteristics of a well-designed place.



Location of Escrick Parish within Selby District



-  Escrick Parish boundary
-  Escrick village
-  Woodland
-  Greenbelt

Escrick Parish

About Escrick

The village of Escrick lies 6 miles south of York on the moraine to which it gives its name. It is thought Escrick dates back to the Saxon period, the village remained a small settlement throughout the medieval period. The village provided an area of dry land above the more waterlogged vales of York. The moraine ridge, where the settlement was located was a key route between the River Ouse, York and Stamford Bridge.

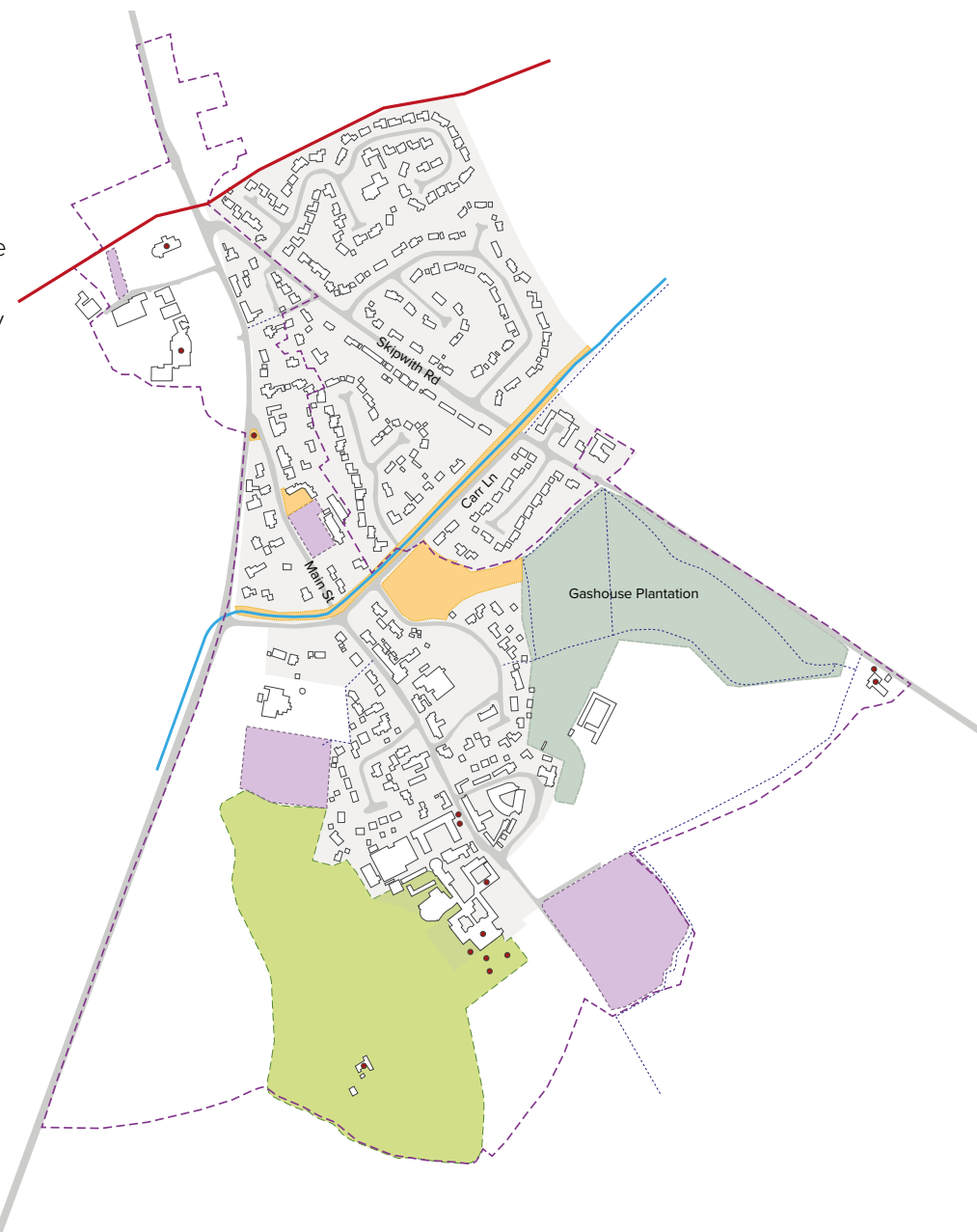
The first documentary evidence of Escrick comes from the Domesday Book of 1086 but archaeological finds suggest the area may have been occupied for nearly 4000 years. In 1086 Escrick consisted of two estates which were brought together between 1145 and 1219 when St Mary's Abbey granted the land to the de Lascelles family.



Escrick Church

In 1668, it was bought by Sir Henry Thompson, a notable Merchant Adventurer of York and ancestor to the present estate owning family. In over 800 years this is the only time the estate has been sold. This sense of continuity and stability has contributed significantly to the relationship between church, village and estate. It is this relationship that has created the unique heritage of Escrick.

Escrick was developed as an Estate Village by Sir Henry Thompson who acquired the village and the Hall in 1668. Sir Henry's great grandson, Beilby Thompson, inherited the Estate in 1742. Under this ownership the village extended north towards York; the Church was relocated from beside the Hall to its present site on the York Road (A19); and most of the former site of the village was cleared and became the grounds of Escrick Hall (now part of Queen Margaret's School).



Part of this reorganisation involved an Act of Parliament in 1776 stopping the main village street at the gates to the Hall and creating a by-pass. The village's sylvan character also evolved from the time of enclosure when the open land became parkland. The bridge over the dyke was also constructed in 1776.

In the late 1770s the village was reshaped, and establishing the hall with its own grounds with some separation from the rest of the village. The village was effectively relocated north of its former location - with the former site of the village becoming the grounds of Escrick Hall.

In 1949 Escrick Hall became home to Queen Margaret's School.

Escrick c1600



Escrick c1850



Escrick c2000

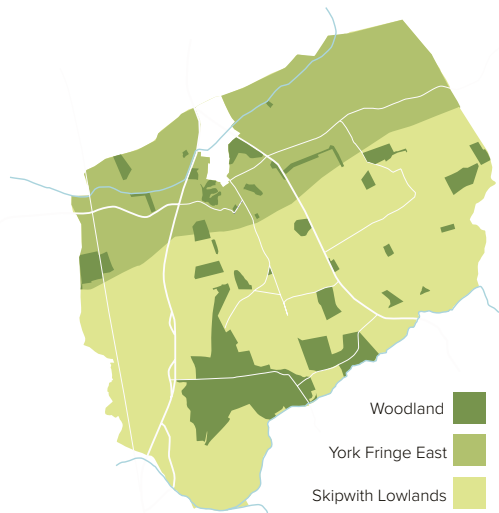


1. Escrick Hall
2. First Church
3. Rectory
4. Second Church
5. Escrick Village Hall

Rural character

Escrick Parish straddles the Vale of York and Humberhead Levels National Character Area Profile, split at the line of the Escrick Moraine. Selby Council has categorized the parish as follows:

York Fringe East - The landscape is characterised by the Escrick Moraine which runs from the north-east to the south-west across this LCA. The landscape boundary is defined by the River Ouse to the west, the southernmost extent of the Escrick Moraine to the south, and comprises of gently rolling, predominantly arable farmland with areas of woodland plantation distributed throughout the area. The Selby Landscape Character Assessment can be viewed [here](#).

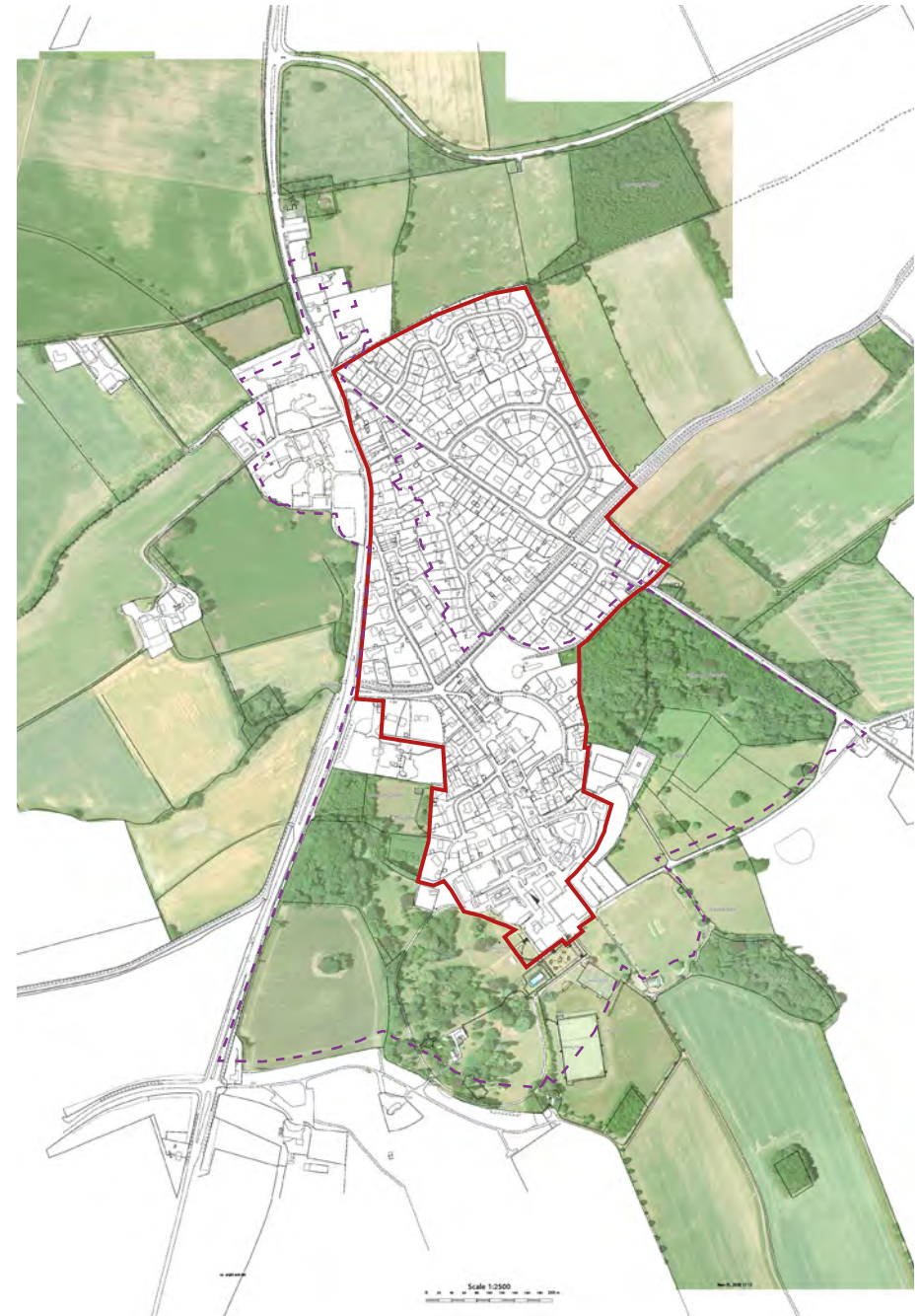


Landscape Character within Escrick Parish

There is a strong rural character with small nucleated villages and farmsteads, and a strong sense of openness resulting from long distance views across the landscape, a medium scale patchwork of fields defined by hedgerows with occasional hedgerow trees, and post and wire fencing. Parklands are associated with large historic houses.

This is an intensively farmed landscape, though locally important water bodies and woodlands have a greater sensitivity to change. Large areas of woodland to the north provide naturalistic features contributing to the character of the landscape. Escrick is well integrated with the surrounding landscape, with Escrick having wooded boundaries. Thus settlements may be sensitive to new development that does not fit with their characteristic layout.

Settlements show a degree of unity of style and colour across housing developments, particularly within their Conservation Areas, with most housing being constructed of mottled red brick with pantile roofs. The dispersed pattern of isolated settlement across the rest of the area indicates that higher density housing developments would be uncharacteristic.





Skipwith Lowlands - This character area is located in the north-east corner of the District, adjacent to the Escrick moraine in the north. The area is bounded by the River Ouse and its floodplain to the west, the River Derwent and its floodplain to the east, and extensive areas of flat farmland to the south. It is located predominantly within the Humberhead Levels NCA, crossing into the Vale of York NCA.

At a county scale, the landscape falls within the Vale Farmland with Plantation Woodland and Heathland LCT. Relatively flat arable farmland, with a strong presence of woodland plantation throughout the landscape. Semi-enclosed landscape with extensive areas of woodland plantation concentrated around Skipwith.

Broad area of heather and heather grassland, of high conservation value, located at Skipwith Common National Nature Reserve (NNR) to the south-west of Skipwith. Medium-large scale varied field pattern defined commonly by ditches and dikes or by sparse and irregular hedgerows with occasional hedgerow trees.

The following general guidelines apply in this area, subject to adopted local and national planning policies:

- Encourage reinstatement of hedgerows and field trees, where field boundaries have been lost in the past, to create a connected landscape pattern, such as along roads and particularly in the west of the character area;
- Seek to secure long-term health of woodlands across the area;
- Use existing woodland and new woodland planting to integrate built development into the landscape;
- Enhance informal recreational enjoyment of the landscape; and Consider colours of new development, favouring colours that are sympathetic to and reflect the landscape.
- Location specific guidelines for this area include: Should seek to establish long-term gains for the landscape, such as biodiversity enhancements and securing additional recreational access to the woodland;
- Conserve and protect the parkland landscapes at Escrick by limiting possible harmful changes of use. Retain mature and veteran trees while planning for the next generation of parkland trees to ensure a sustainable population.

Flooding

Escrick parish contains an area of functional floodplain (Zone 3b) adjacent to the village. Within the current development boundary are areas of Flood Zone 2 and Flood Zone 3a.



Flood Zone 2 - 1000yr Floodplain & Approximate 100yr plus Climate Change Floodplain



Flood Zone 3a - 100yr Floodplain



Flood Zone 3b - Functional Floodplain



Village Edges

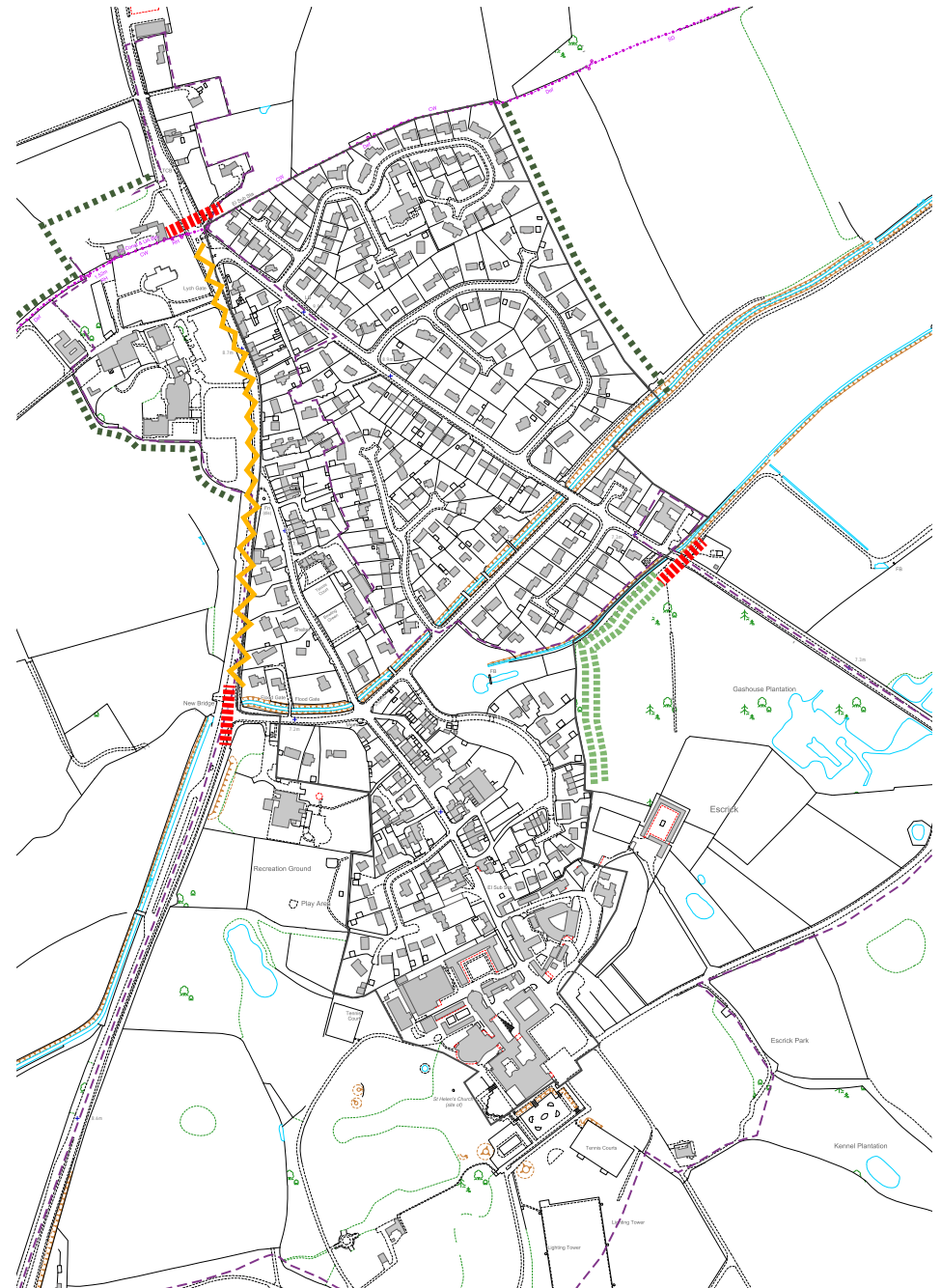


Entrances/Exits - key entrances/exits into and out of the built area

Road Edge - built area of village bounded by road

Woodland Edge - built area of village bounded by woodland

Hedged Edge - built area of village bounded by hedges with open fields beyond



IDENTIFYING LOCAL CHARACTER

Design decisions should be based on the results of local character assessment which should be undertaken as part of a site and context appraisal.

Designers of new housing developments or extensions and alterations to existing buildings should spend time in the local area to gain a critical understanding of its distinctive qualities at an early stage in the design process. Good design draws upon local characteristics, either as a direct reference or as a thoughtful response to it. This should be demonstrated in a planning application.

Identifying local character overview:

Density and form

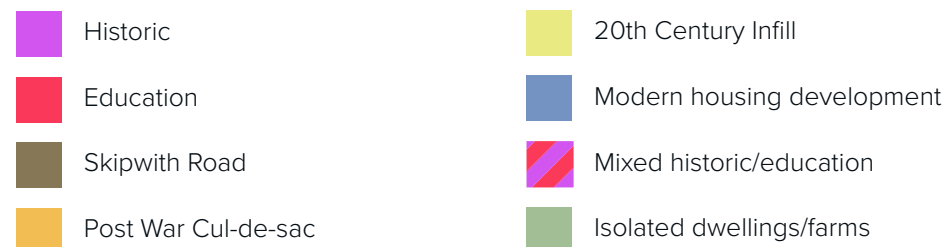
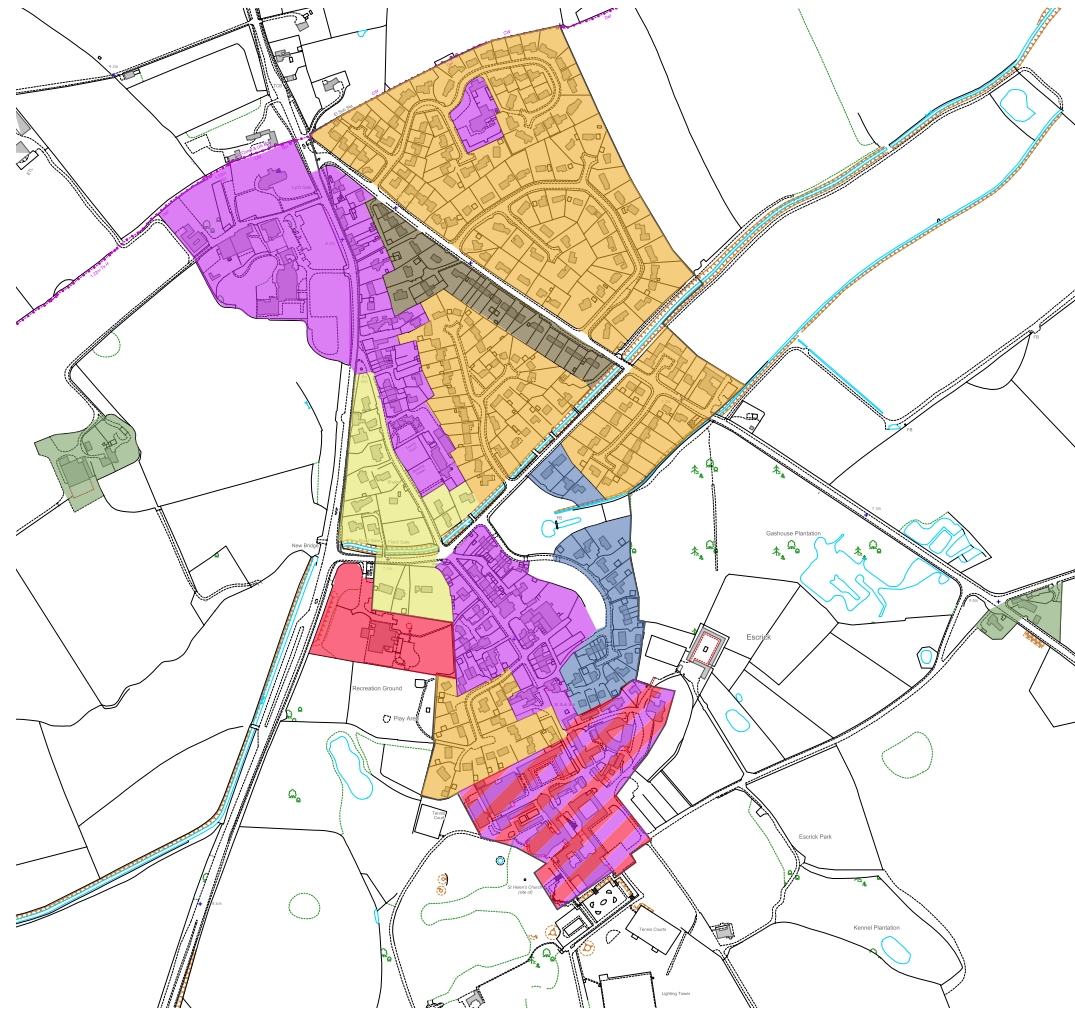
Proposals should complement their context by making use of the surrounding built and natural environment to inform the layout and massing of the scheme. Density should reflect the rural character of Escrick and the defining characteristics of the Conservation Area.

Views

Important views such as heritage assets, listed buildings or views to and from the surrounding countryside should be identified and retained.

Vernacular design - Details, materials, colours

New development should respect local characteristics such as building forms, materials, traditions and street patterns, and use these characteristics to inform the design response.



Identifying local character checklist:

- Proposals should be sensitive to the characteristics of the local area, and identify patterns of building forms, details, layouts and boundary treatments
- Density, scale and massing should reinforce the existing character of Escrick
- Understanding past change is the key to continuing the narrative of place into the future
- A study of typical local building materials and practice will allow developers to identify the recurring details that contribute to the character of a place
- Topography of the site and its surrounding area should inform the density and layout of a scheme and must be taken into account from an early stage in the design process

DESIGN CODE C1.1**Character**

New development should respond to and reinforce the distinctive character of Escrick. The following elements should be considered in new development:

Scale and massing

Building heights should be roughly in line with neighbouring properties. The massing of buildings should respond to the massing of similar buildings and/or buildings used for similar uses in the immediate surroundings.

Density

A low density should be applied to Escrick that reflects existing character and density of development. For example Wenlock Drive/Southlands/Northlands, is an area containing 44 houses over 5 hectares gives a density of 9 houses per hectare. Carrs Meadow is 11 houses per hectare, including the Village Green.

Materials

Brick, stone, roof tiles, windows and door materials should be compatible with the local vernacular.

Boundary treatments

New development should include boundary treatments that are appropriate to its setting. Stone or brick walls often with planting of a hedge are the most common front boundary treatment in the village. Side or rear boundary treatments should be of natural materials such as fencing or hedgerows.

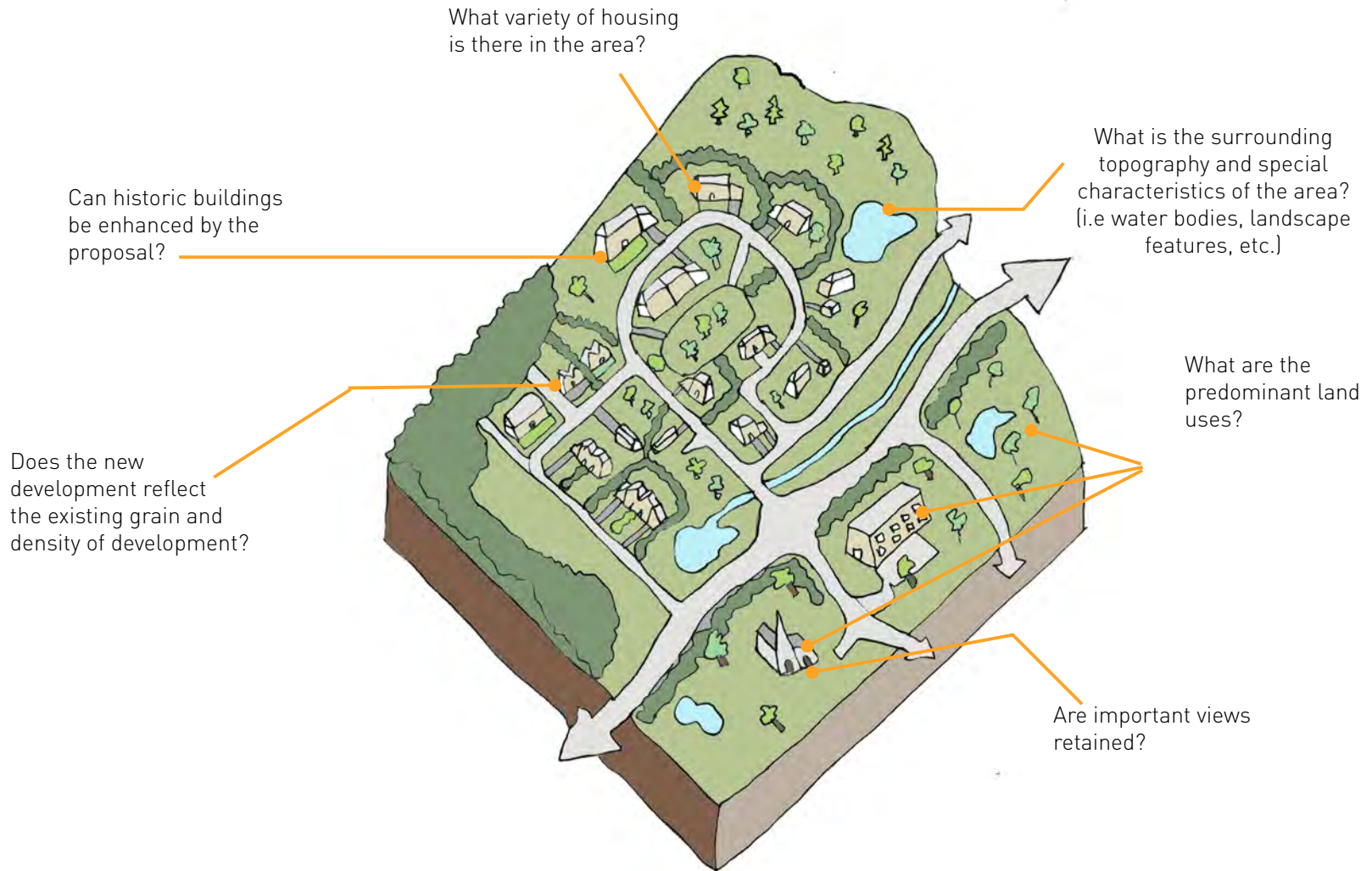
Front gardens

All new residential properties should be designed to include front gardens. This is a defining characteristic of Escrick.

NEIGHBOURHOOD SCALE

CHECKLIST:

Page 142

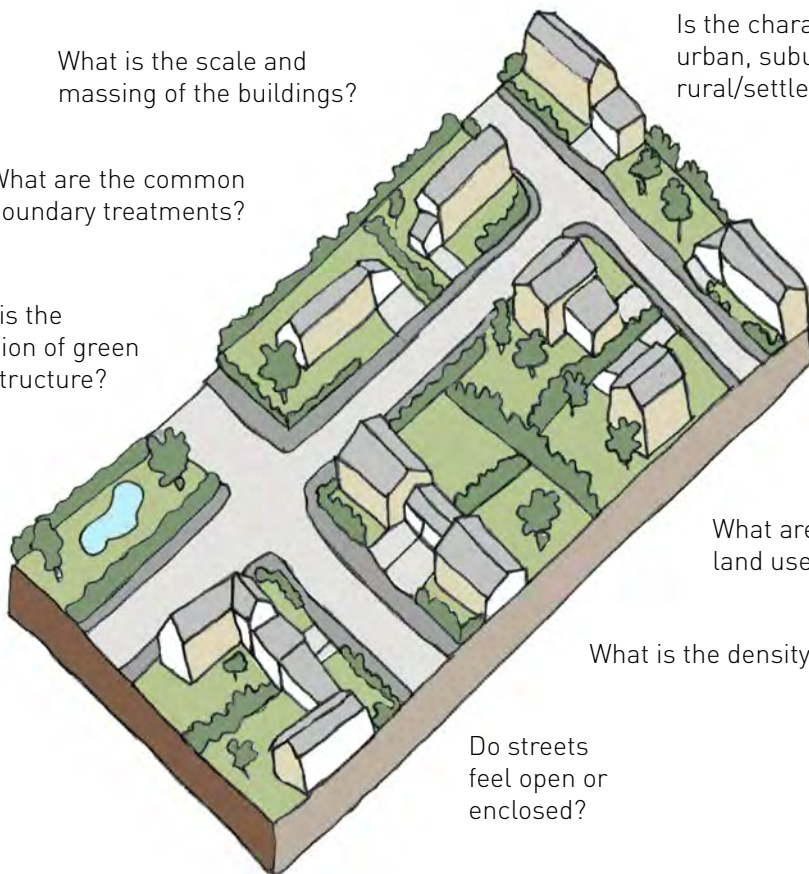


STREET SCALE CHECKLIST:

What is the scale and massing of the buildings?

What are the common boundary treatments?

What is the provision of green infrastructure?



Is the character urban, suburban, rural/settlement edge

What are the nearby land uses?

What is the density?

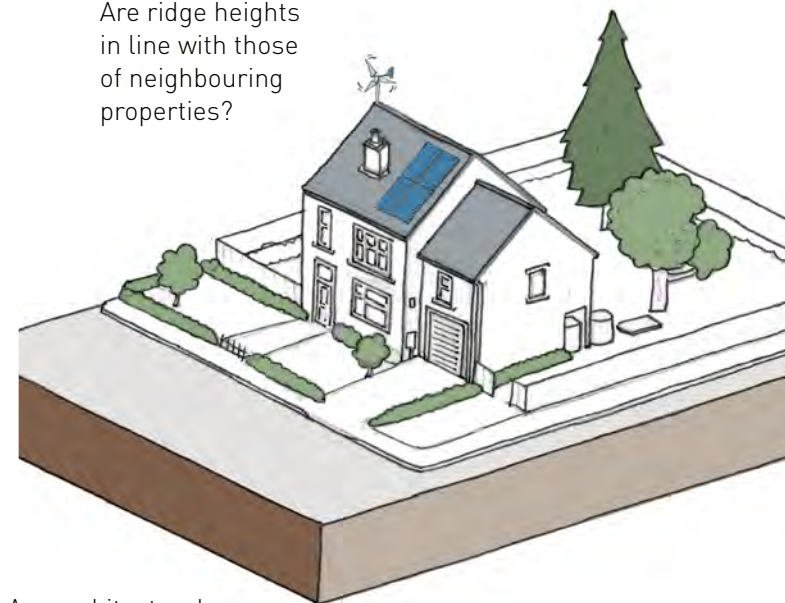
Do streets feel open or enclosed?

Page 143

BUILDING SCALE CHECKLIST:

What are the common materials and colours used?

Are ridge heights in line with those of neighbouring properties?



Are architectural details repeated in surrounding buildings?

What are the predominant form of porches / dormer windows, bay windows?

MATERIALS

Brick

The predominant type of brick used throughout the village is mottled red brick, red-brown brick, and pinkish-red and gault brick which can be found on the majority of older properties. This is likely to be because the clay used to make the brick was locally sourced. More recent properties, especially those built in the mid-20th century introduced different materials and colours to the village. This includes light brown and multi bricks, yellow, and mellow bricks.

Stone

Stone is less commonly used than brick but there are still many examples of the material being used in the village. This includes the Grade II listed properties such as the Church of St Helen which uses sandstone ashlar and The Parsonage Country House Hotel. Stone is found on some mid-20th century properties as either a primary building material or cladding. These tend to be yellow in colour. Stone walls in a variety of heights and depths are also common throughout the village – these are mainly grey.

Timber

Timber is less commonly used throughout the village but can be found in boundary treatments and detailing to properties. The village green has a low timber fence as does other properties throughout the village and along the beck. Some properties on Main St feature timber detailing such as barge boards in the gables.

Render and cladding

Neither render nor cladding reflects the vernacular of the Parish and is discouraged.

Tiles and Slate

There is some variation throughout the village in terms of tiles used. The Parsonage and Escrick Park both feature Welsh slate. Elsewhere there are many examples of red-brown or grey tiles being used. Pantiles are found throughout the village and are usually in terracotta, or concrete in red-brown or or dark brown. There is little consistency throughout the village and colours and materials vary.

Metal

Metal is not a material used commonly in Escrick. Boundary treatments are mainly brick or stone walls or fences, often coupled with hedges or planting. There are some examples of railings or gates made from metal but these are not common.



Doors

Doors in the conservation area are predominately timber. These are generally painted white, brown, or the estate blue colour. Many of the doors in the village feature timber-bracketed tiled porches. Elsewhere in the village there is a mixture of both timber and UPVC.

Doors can be noticeable features and, as with windows, they can have a dramatic impact on the appearance of a property. Doors should be simple, well-proportioned and reflect the local vernacular.

Detailing

Architectural detailing in new development shall typically display elements that balance with those on existing traditional buildings in terms of interest, scale and texture and form.

Traditional elements often include detailing around windows including sills, quoins and masonry detailing, door surrounds or porches and timber framed, sash windows. Attention to high quality architecture and well considered architectural detailing is expected.

Windows

Traditional fenestration design is prevalent throughout the village with many contemporary properties referencing the historic design. Timber sash windows are common and there are many examples of lower ground bay windows. Some of the more recent properties use upvc but they are generally sympathetic in terms of design and appearance.

The choice of paint colour for windows can have a dramatic effect on the appearance of a building. Paint colours should respect traditional, local colours. White, together with muted and natural tones are most appropriate.



Boundary treatments

Boundary treatments to the front of properties in Escrick are predominantly low hedges either on their own or coupled with a low wall made from either stone or brick.

Boundary treatments used to the front of the property should generally be no more than 1.2m in height to. Fences, gates or railings over 1.2m are not considered appropriate as they conflict with the estate village vernacular.

Side of rear boundary treatments are generally, fences or hedges. There are some walled examples of side and rear boundary treatments in the more historic village centre. Certain properties have a completely open plan front aspect.








GREEN INFRASTRUCTURE & SUSTAINABILITY

Green infrastructure is a broad-term used to describe natural and semi-natural features of all scales within and between towns and villages from street trees and planting up to rivers, woodland and moorland.

Green Infrastructure is land which already contributes towards, or has the potential to contribute towards the following:

- Page 148
1. Retention, creation and enhancement of important habitats and ecological networks
 2. Resilience to climate change and sustainable design
 3. Important attributes of natural green space, connectivity to other green spaces and a local need for open space
 4. Valued landscapes and local distinctiveness and amenity, particularly within the urban core
 5. Historic parks and landscapes and the setting for heritage assets
 6. Improving opportunities for walking, cycling and horseriding, establishing strategic green links and enhancing the rights of way network in urban and rural parts of the district

- Agriculture 
- Woodland 
- Parkland 
- Recreation 
- Water 



Key Objectives

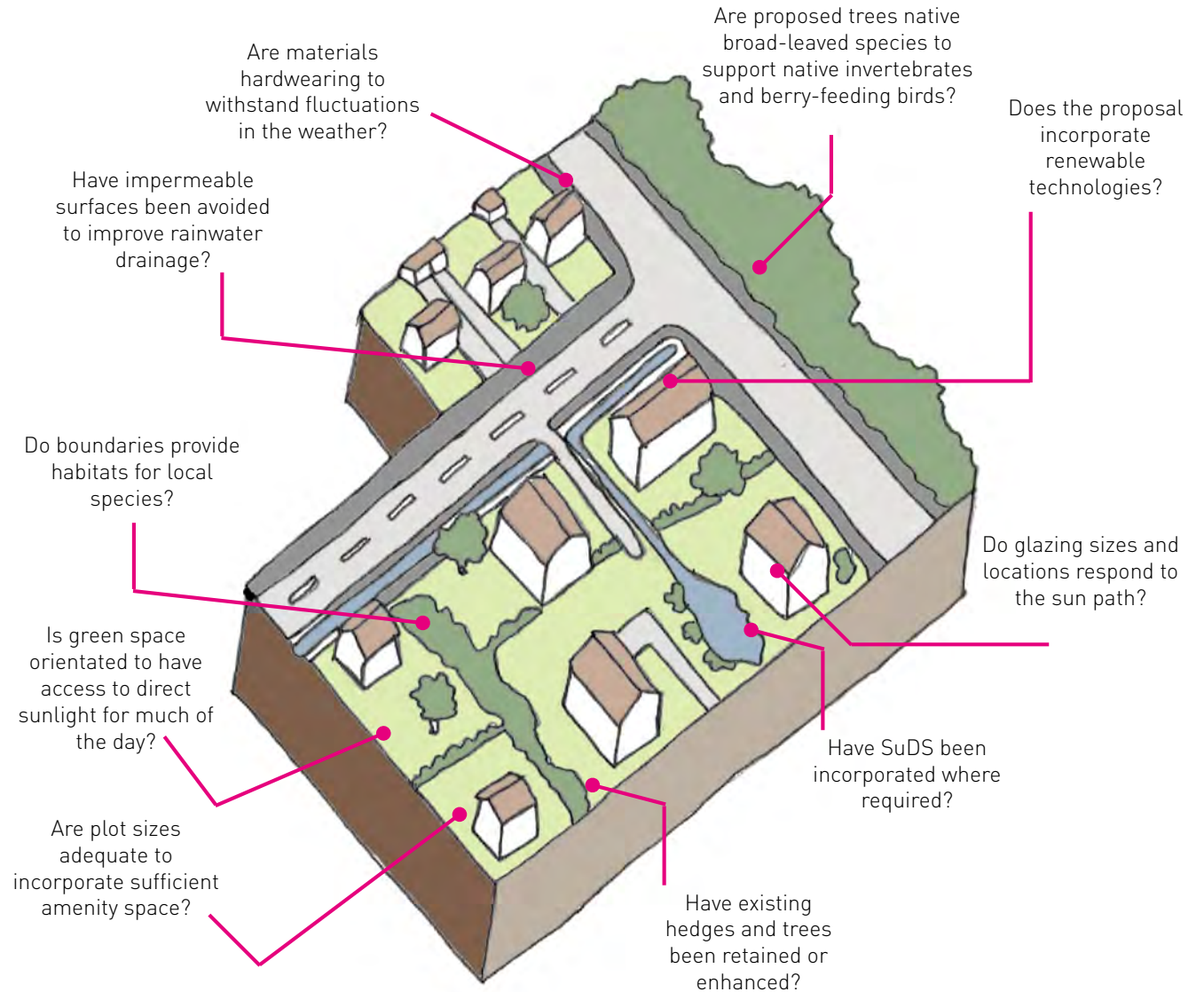
- Connect or reconnect areas of green infrastructure to enable wildlife to move more freely and for humans to enjoy a greater series of interconnected green spaces
- Provide spaces for leisure, recreation and relaxation contributing to and improving mental and physical wellbeing
- Enhancement of a site's multi-functionality and ability to play a key role in climate change adaption and mitigation, carbon capture, improve wildlife and biodiversity benefits, increased food production, and improved water management and flood risk
- Encourage enhancement of sites in line with their strategic objectives in relation to habitats and species. This might include promoting the planting of native broad-leaved trees, planting that is beneficial to pollinators or the inclusion of bat and bird boxes or hedgehog gaps between properties or physical boundaries
- Deliver green infrastructure provision at a variety of scales from domestic, street, neighbourhood, Parish, district and regional levels

Green infrastructure check list

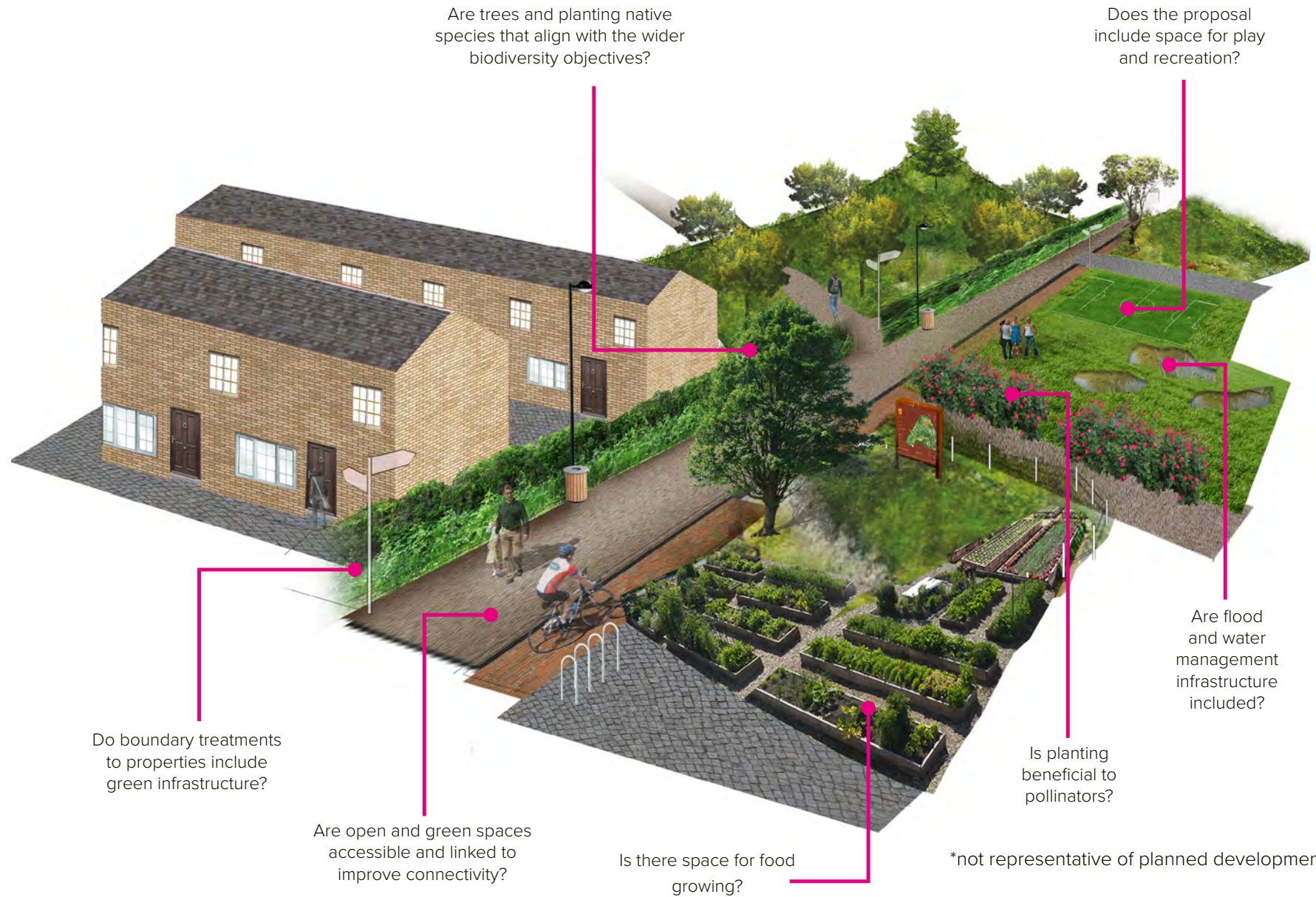
- Does the proposal enhance and/or connect with existing or planned pedestrian and cycle infrastructure?
- Does the proposal connect with existing green infrastructure?
- Does the proposal include planting such as trees and hedgerows?
- Does the proposal include flood mitigation infrastructure such as Sustainable Drainage Systems (SuDS)?
- Does the proposal include space for play and recreation?
- Does the proposal include space for food growing?
- Does the proposal include infrastructure to support wildlife such as bat and bird boxes and hedgehog gaps in garden walls and fences?
- Does the proposal align with and reinforce local character with regard to habitats and species?
- Does the proposal contribute towards the setting of a historic park or heritage asset?

Sustainable design general principles:

- Sustainable Drainage Systems (SuDS) should be incorporated to minimise the risk of flooding
- New developments should avoid impermeable surfaces that do not allow for drainage of surface water run-off
- New dwellings should minimise creating north-facing habitable rooms and north facing glazing that is likely to make homes cold in the winter
- New sustainable habitats should be created in appropriate locations, and existing habitats protected and where possible, enhanced
- The choice of plants and trees should be considered in relation to the microclimate, orientation, geology and maintenance requirements
- New developments should be designed to be sustainable in the widest sense of the word, in accordance with the National Planning Policy Framework



*not representative of planned development



DESIGN CODE G1.1

Gardens

New development should be of consistent character and density to the village, providing sufficient amenity space to occupants. This means front gardens should be provided and private rear gardens should provide adequate amenity space commensurate with the size and needs of the property and its residents.

Existing private amenity space in Escrick varies throughout the village. Some larger detached properties have rear gardens around 700sq/m, whilst smaller semi-detached and terraced properties have rear gardens around 40sq/m. The minimum depth of rear garden / amenity space shall be 10m to ensure privacy between dwellings and usable private gardens. Any extension to existing properties shall ensure that these minimum spaces are still achieved after development.

Front gardens contribute strongly to the character of each street and provide the setting to each building. Gardens create space between and around buildings allowing views across the area and beyond to the rural landscape. Front gardens should include lawns, tree planting, hedges and hard surfacing, ideally a permeable surface.

Private or shared amenity space is vitally important in all development. Amenity space should be practical and usable providing space for recreation/ play, drying clothes, food growing, whilst improving biodiversity and reducing surface water/run off.



Whilst size of amenity space will vary depending on the dwelling size, type and character of the plot – a guide is provided below:

Property size	Minimum size of rear amenity space
2 Bed dwelling	50m ²
3+ Bed dwelling	75m ²
All dwellings	
Minimum garden / amenity space depth	10m

DESIGN CODE G1.2

Trees

Mature trees should be retained. Where loss to development is unavoidable, they should be replaced. Retention of all trees and hedgerows, especially along property boundaries is vital. If trees and hedges do need to be removed, they should be replaced within the site with native species. Trees should be replaced at a ratio of 3:1. Mature trees and extended woodlands must be retained



Page 153 Successful planting

Planting details must be carefully considered so that the species being introduced are appropriate to the context and climate and their management and maintenance is also considered. Trees that die within 5 years of being planted should be replaced as per standard landscaping conditions.

Biodiversity

Wildlife habitats should be created throughout the proposal and should include a strategy for maintenance. At the initial site and contextual appraisal local species and habitats should be identified which can help to inform the design and type of infrastructure needed to support it.

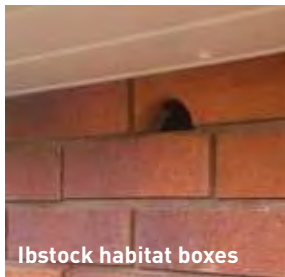
DESIGN CODE G1.3 Supporting Habitats

Escrick is home to a complex and varied ecosystem. Development should minimise impact on the natural environment by providing adequate space for wildlife. This should include integral bird houses and nesting boxes that are discreet and low maintenance.

The design of the elements should be in a material to match the building. Existing hedges and planting should be protected and new planting encouraged. Ecologists should be consulted on larger schemes to ensure proposals meet specific local needs.



Ibstock habitat boxes



Ibstock habitat boxes

DESIGN CODE G1.4 Permeable Surfaces

Increased surface runoff from new hard surfaces should be discouraged to manage flooding. Impermeable surfaces such as tarmac should therefore be avoided. Porous surfaces such as stone setts and gravel are common in Escrick and new surfaces should use complementary materials and colours in keeping with the village. A mixture of materials are encouraged in front gardens to maintain sufficient green infrastructure in addition to limited areas of hardstanding for circulation and parking.

New alternatives such as grasscrete should be considered as alternatives where a greener finish is required. Grass protection matting and permeable paving is also appropriate.



DESIGN CODE G1.5 Sustainable Drainage

Where possible, small areas of water storage should be promoted in new and existing gardens to manage surface run off. Rain gardens store and filter water, slowing discharge to main water courses.

Proposals of all scales must take steps to minimise flood risk. SuDS describe various strategies designed to drain surface water efficiently and sustainably.



attenuation



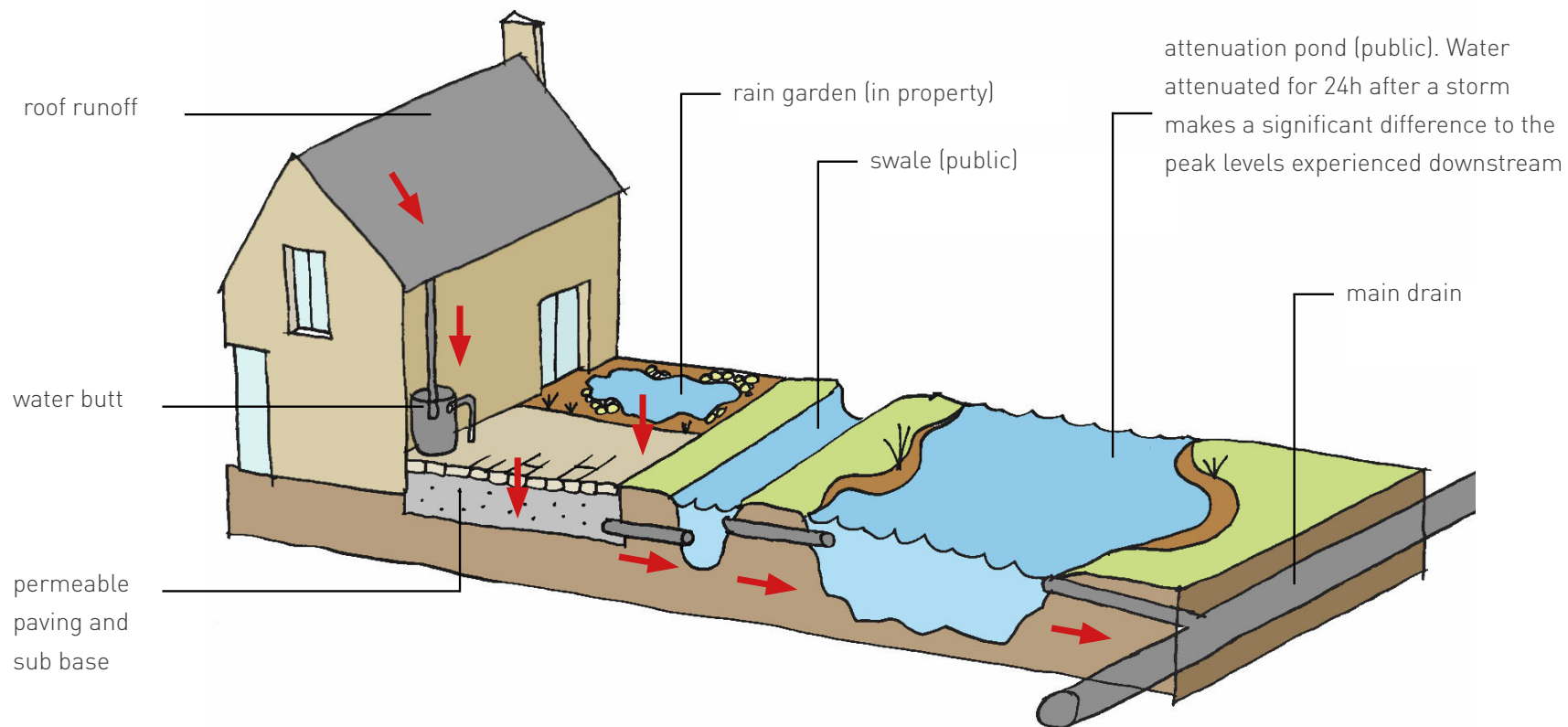
rain garden

Example of sustainable drainage systems

New development should include appropriate levels of Sustainable drainage systems (SUDS). Whilst principally being used to manage flood risk, SUDS use a wide range of techniques to manage the quantity of surface water run-off from development as close to the source as possible, such as rain gardens, swales, french drains, etc

and can help reduce pollution and maintain water resources. Well-designed SUDS can contribute to quality neighbourhoods, providing opportunities for wildlife to thrive, and enhancing the leisure, play and educational offer within our public open spaces.

Page 155



*not representative of planned development

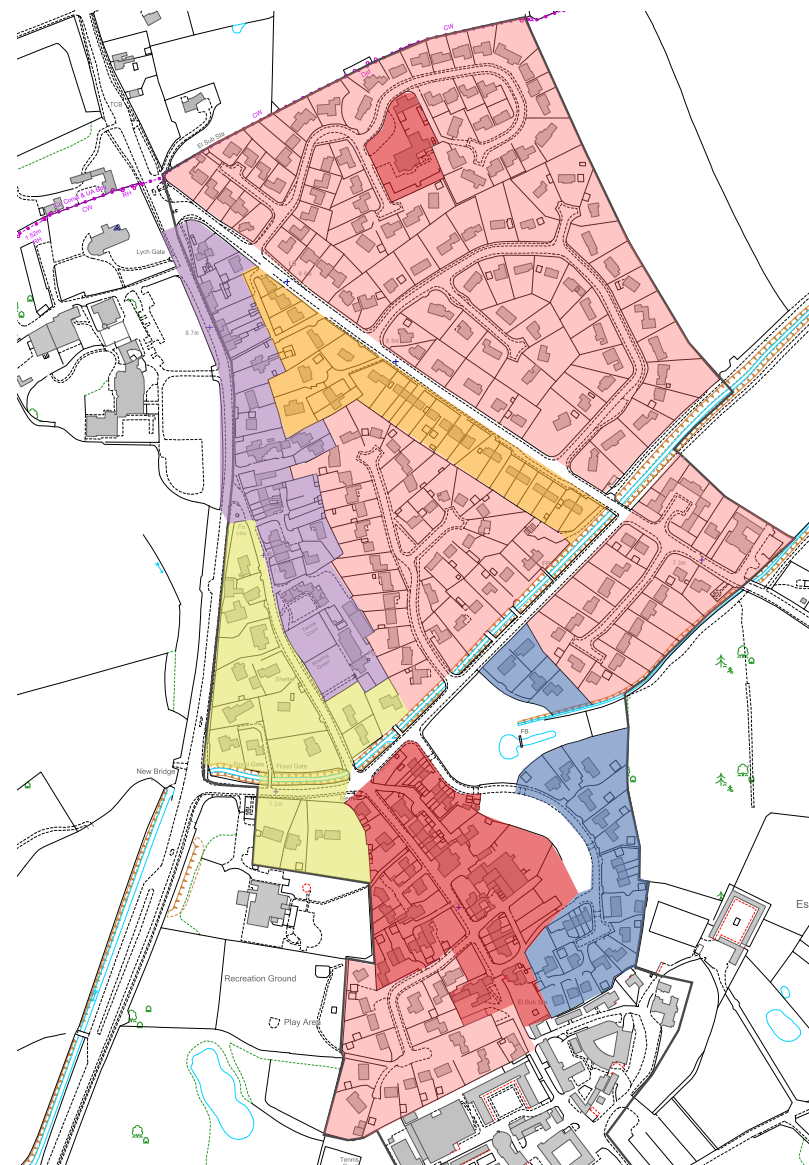
URBAN STRUCTURE AND BUILT FORM

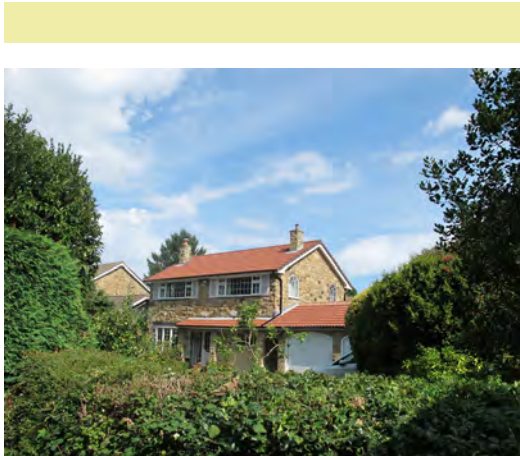
Escrick village is a nucleated settlement, meaning development is well-enclosed and tightly clustered (2019 Landscape Character Assessment, Selby District Council)

The earliest extant residential properties were built in a linear form around Main Street. Later additions to the village were built in less dense forms such as cul-de-sacs and as either small urban extensions or on infill sites.

Page 155
There are a variety of housing typologies throughout the village. Some of the earliest existing examples include terraced cottages and several larger detached properties. More recently semi-detached and larger detached properties have become the predominant house types in the village.

These more recent additions are generally well-proportioned with generous gardens and off-street parking. Residential properties in the village are mainly 2 storey with some provision of bungalows.





Generally larger detached properties set back from the highway with generous landscaping and plot sizes



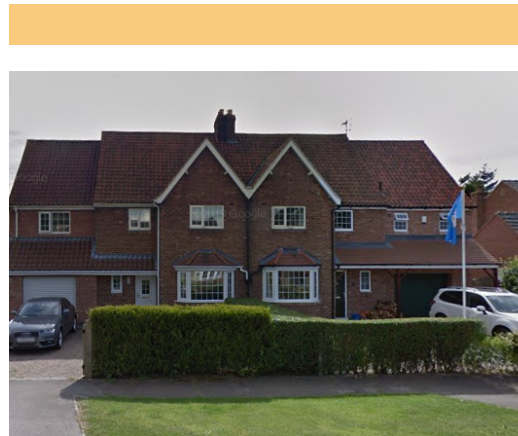
Historic mix of dwelling types built in tight grain and of linear form



Contemporary development of mixed dwelling types in a crescent



Predominantly large detached dwellings built in cul-de-sacs or crescents



Contemporary linear development comprising a mix of dwelling types



Village core comprising a mix of historic dwellings with new additions set out in organic and informal nature

DESIGN CODE F1.1

Scale & Massing

New development will be more likely to integrate successfully with the settlement if the scale, height and massing of new buildings demonstrates consideration for the context of the original buildings within the area.

Buildings should not be designed in isolation. Whether they are of traditional or contemporary design, buildings should be part of a design concept for the whole site. This will need to be explained in a Design and Access Statement accompanying the planning application.

The proportions of proposed houses should reflect and be compatible with neighbouring properties in the same streetscape.



DESIGN CODE F1.2

Position

New development and alterations to existing buildings, shall respect the position of existing buildings relative to the street and within the plot.

Proposed dwellings should respond to the building lines of existing properties to ensure they occupy a similar position on the plot.

DESIGN CODE F1.3

Height & Roofline

New houses that respect the existing height and follow the roofline of adjacent houses should be encouraged. Similarly proposed extensions are more likely to be successful if they do not exceed the height or footprint of the original building.

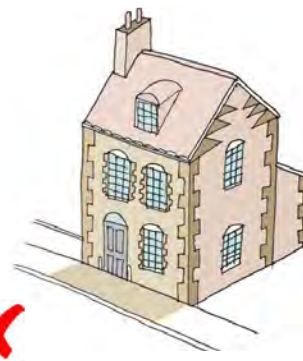
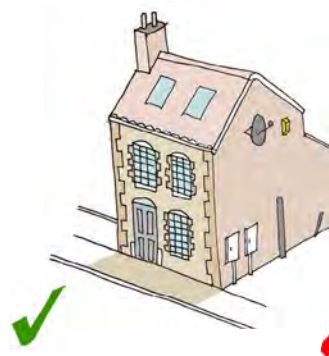
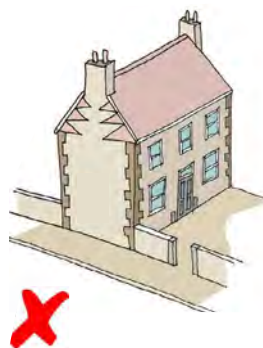
Roofs should be designed to reflect the style of the proposed development and its context. Careful attention should be paid to roofing materials, pitch, eaves and verge details and the inclusion of chimney stacks or other features that project above the ridge line.



DESIGN CODE F1.4 Orientation

Generally, houses should be orientated so that the principal elevation faces the main street. Presenting a blank gable end to the street should be avoided to ensure that there is activity and passive surveillance to the street. Orientation should reflect the character of its local area.

This orientation will also help to define streetscapes more clearly and enclose space more successfully. Orientation should be considered to maximise opportunities for increased internal daylight and the inclusion of renewable energy technologies.

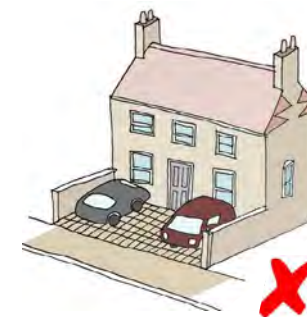
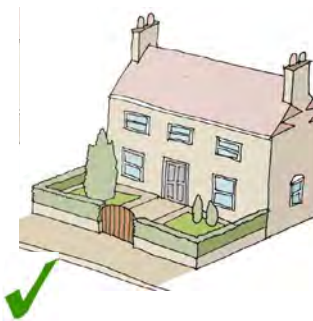


DESIGN CODE F1.6 Frontages

Houses should be set back from the pavement, the resulting space should be adequately planted and greened to contribute to the rural character of the Parish.

The domination of front parking should be avoided in both existing and new properties. Frontages should include front gardens and planting to mitigate this. Generally driveways and garaging should be to the side of properties to maintain green frontages.

The boundary treatments to gardens are important contributors to the character of the Parish and should be maintained.



Streets for People

Streets, shared spaces and parking areas must be designed to meet the needs of car owners but not at the expense of other users of the space. There should be a focus on a range of flexible areas that meet a range of needs to mitigate potential conflict.

Streets for people overview:

- Prioritising people
- Carriageway widths
- Speed restraint
- Green infrastructure
- Active frontages
- Street lighting
- Parking outside the curtilage

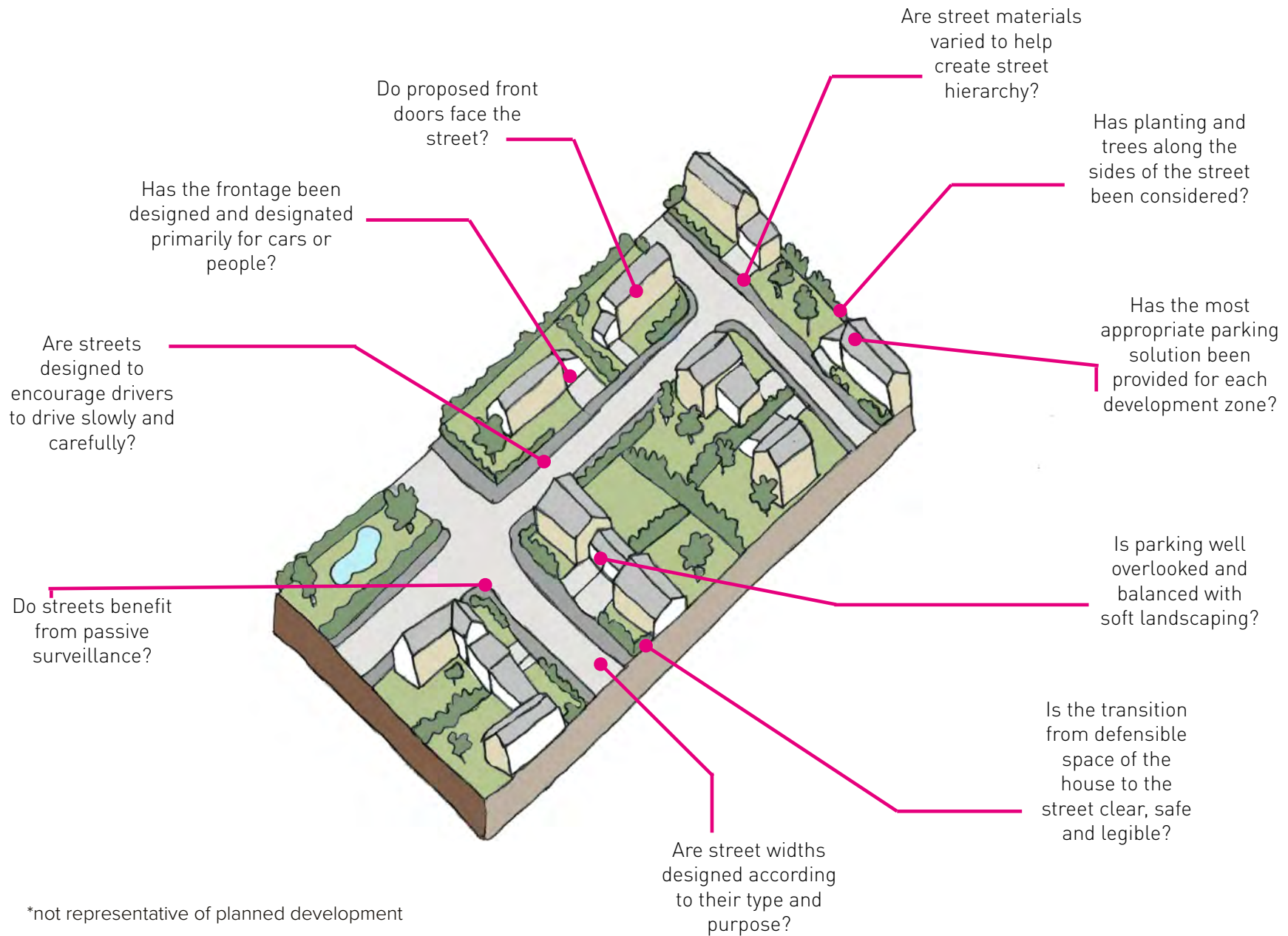
Usually, using a variety of parking treatments and solutions (both within and outside the curtilage) will create more capacity and avoid over-dominance of parking in any particular area.

Street design and materiality

Proposals are encouraged to incorporate materials that are visually attractive, require minimum maintenance, and are in keeping with the specific local character of the area.

Streets for people checklist:

- All fronts of buildings, including front doors should face the street
- Streets should be designed in such a way that encourages motorists to drive more slowly and carefully
- A variety of parking solutions that are appropriate to the context should be used
- Parking should be well overlooked, and if possible residents should be able to see their car from their home
- On-street parking should be balanced with trees and soft landscaping to balance the visual impact of parked cars on the streetscape
- Existing green and blue infrastructure should be integrated into the layout of the development (green infrastructure is a wide-ranging term used to describe natural features such as trees, fields, woodlands. Blue infrastructure is a similar term used to describe water features such as swales, rain gardens, ponds and dikes etc)
- Streets should be multi-functional with areas of blue and green infrastructure where appropriate
- Streets should support and encourage sustainable and active transport including the provision of electric vehicle charging points



THE STREET SCENE

The street scene can be defined as:

"The appearance of all of the elements of a street, including the carriageway, pavement, street furniture, planting, and the buildings or structures along its edges, particularly the composition of buildings on each side of the street."

Given the way Escrick has evolved the Parish contains a variety of character areas with their own distinct identity. New development should always be informed by a site and contextual appraisal to influence the design response, ensuring that new development responds to and reinforces the character of its area.

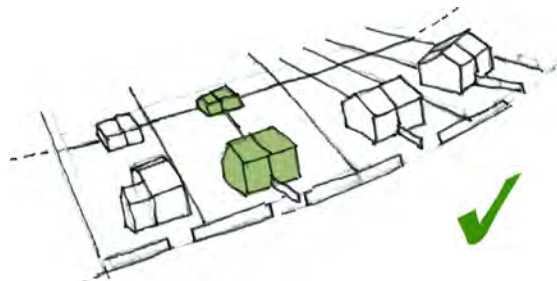
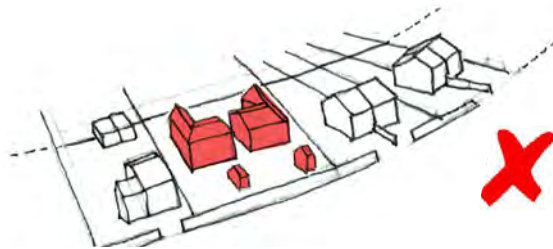
The Neighbourhood Plan and Design Code is keen to ensure that new development responds to and reinforces the character of Escrick whilst being sensitive to its defining qualities. New development should also seek to achieve the aims and objectives set out in both documents.

There are general principles to inform the design and siting of new development, replacement dwellings and extensions and alterations to existing properties.

This section demonstrates how any type of new development will be expected to respond to the street scene and contribute to creating well-designed, safe and functional streets and neighbourhoods.

DESIGN CODE S1.1 Building Line

The set back of new buildings should respect the existing building line along the street, any new or infill development should be built to respond to its neighbours building line to add coherence to the street scene. Dwellings should not be set in front of the existing building line nor should they be behind the neighbours' building line.



DESIGN CODE S1.2 Replacement Dwellings

Where replacement dwellings are being constructed they should respond to the defining characteristics of their immediate context. Building heights, plot widths, building lines, and scale and massing should be respected and referenced. This should be informed by a robust site appraisal that details the characteristics and built form of the surrounding context.

Replacement dwellings should maintain front gardens and provide sufficient amenity space to the rear (10m depth minimum). Space around the dwelling should be maintained to ensure access, storage and maintenance can be accommodated.

DESIGN CODE S1.3 Backland Development

In many cases backland development will be inappropriate and should be resisted. Where properties could potentially accommodate new developments within their plot there can be issues with negative impacts on residential amenity, loss of light and privacy, reduced space for parking and access.

Back-land development can also compromise existing and historic building lines, layouts and streetscapes. Loss of green infrastructure such as gardens and vegetation are other issues arising from back-land development.

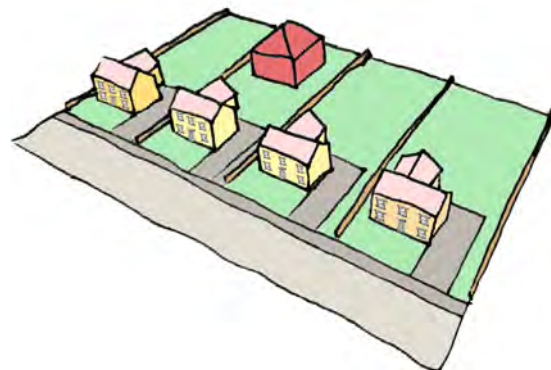
This may mean that back-land development is considered inappropriate if the proposals would negatively impact the character and quality of the area. See diagram opposite for acceptable distances between dwellings.

Key to Basic Standards Diagram

F - Front
B - Back
S - Side



*not representative of planned development



DESIGN CODE S1.4

Infill

Infill development can be integrated provided the design and layout of the new buildings respect the traditional street scene and character of the village.

New houses in existing streetscapes should take reference from surrounding building heights. This will help to maintain and enhance the proportions, rhythm and character of the adjacent buildings and contribute more successfully to the street as a whole.

Where more than one house is proposed as infill, each property should aim to be individual in its approach to referencing the surroundings, avoiding repetition. This would not apply to proposals for terraced infill.



too high

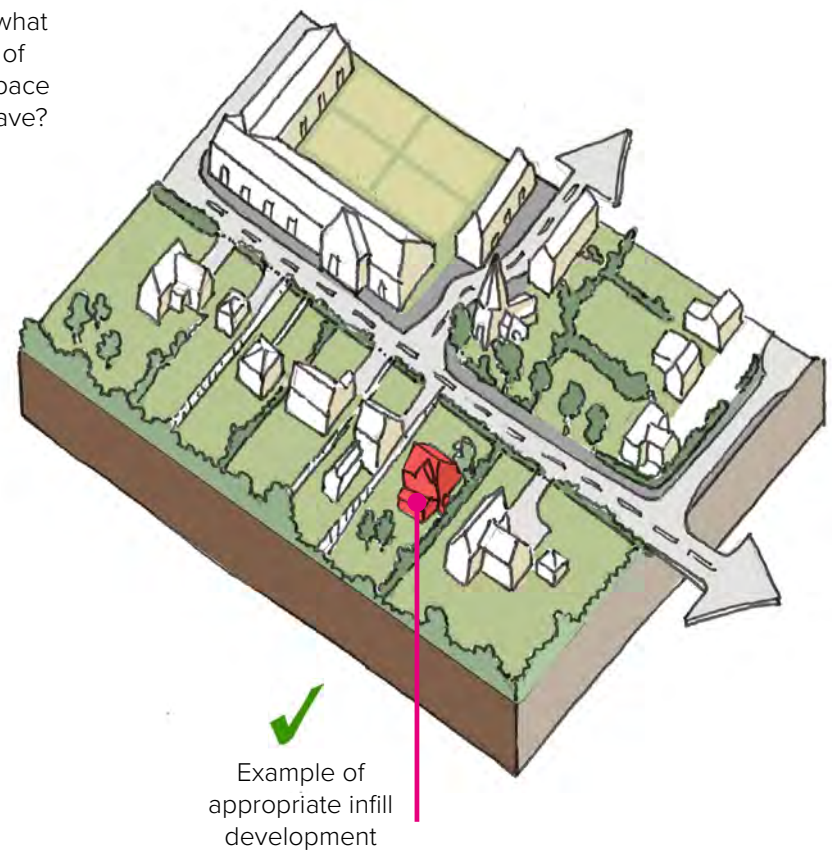
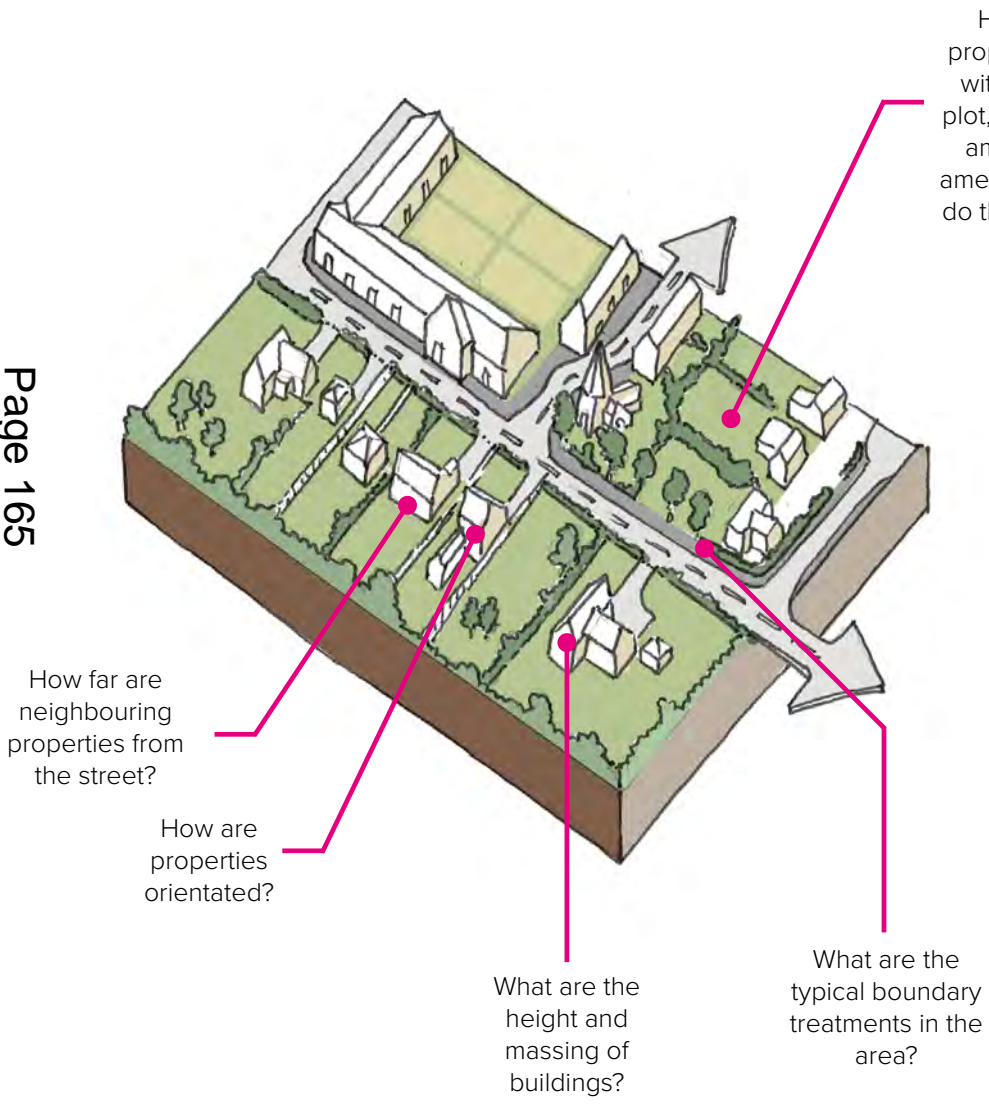


too short



Example of infill development

Page 165



*not representative of planned development

PRACTICALITIES OF THE HOME

The way homes are designed can positively or negatively shape the way in which people live their daily lives.

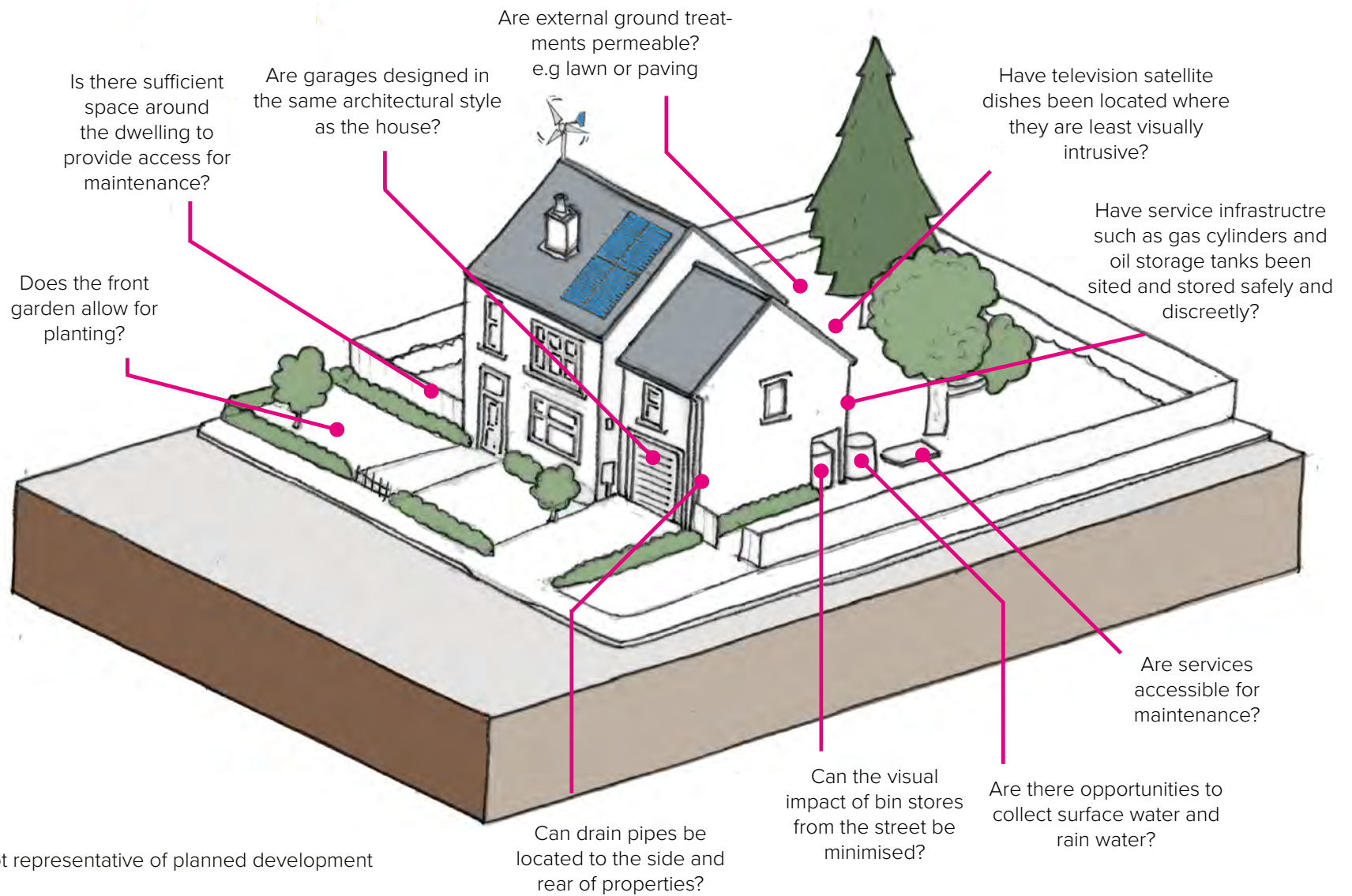
Service infrastructure and practicalities of the home should be considered as a key part of the design process to ensure homes and streets function properly and support safe and convenient living.

Parking, access, storage, renewable energy provision and property maintenance are key functions and infrastructure that, if designed poorly, can cause visual clutter, detract from the streetscene and inconvenience residents and visitors.

This section demonstrates how service infrastructure can be designed in a way that supports the needs of users whilst contributing to a high quality public realm and neighbourhood.

Practicalities of the home checklist

- Rooms should be well proportioned and should be large enough to function properly for their use
- Front gardens must not be designed for parking alone
- Residents should have secondary access to their rear garden without having to walk through the home
- Bin stores should be located where they are convenient for residents as well as for refuse collectors, but their visual impact from the street should be minimised
- Telephone, radio and television systems should be integrated, and servicing should be located to minimise visual impact from the street
- Hard landscaping for parking at the fronts of houses should be permeable
- Sufficient space around the dwelling should be provided for the long term maintenance of the property and for infrastructure provision



*not representative of planned development

DESIGN CODE P1.1

Internal space

New properties should be designed to provide sufficient internal space in line with Nationally Described Space Standards.

It is important that new homes provide adequate internal space for the following reasons:

- Suitable space for storage
- Space to study or work from home
- Ensure rooms are usable and adaptable
- To ensure that furniture fits in rooms
- Health and wellbeing of families
- Privacy within the home
- Space for cooking and food preparation
- Space for family dining
- Circulation and ventilation

The standard requires that:

- a. the dwelling provides at least the gross internal floor area and built-in storage area set out in Table 1 on the opposite page
- b. a dwelling with two or more bedspaces has at least one double (or twin) bedroom
- c. in order to provide one bedspace, a single bedroom has a floor area of at least 7.5m² and is at least 2.15m wide
- d. in order to provide two bedspaces, a double (or twin bedroom) has a floor area of at least 11.5m²
- e. one double (or twin bedroom) is at least 2.75m wide and every other double (or twin) bedroom is at least 2.55m wide
- f. any area with a headroom of less than 1.5m is not counted within the Gross Internal Area unless used solely for storage (if the area under the stairs is to be used for storage, assume a general floor area of 1m² within the Gross Internal Area)
- g. any other area that is used solely for storage and has a headroom of 900-1500mm (such as under eaves) is counted at 50% of its floor area, and any area lower than 900mm is not counted at all
- h. a built-in wardrobe counts towards the Gross Internal Area and bedroom floor area requirements, but should not reduce the effective width of the room below the minimum widths set out above. The built-in area in excess of 0.72m² in a double bedroom and 0.36m² in a single bedroom counts towards the built-in storage requirement
- i. the minimum floor to ceiling height is 2.3m for at least 75% of the Gross Internal Area

Table 1 - Minimum gross internal floor areas and storage (m²)

Number of bedrooms(b)	Number of bed spaces (persons)	1 storey dwellings	2 storey dwellings	3 storey dwellings	Built-in storage
1b	1p	39 (37) *			1.0
	2p	50	58		1.5
2b	3p	61	70		2.0
	4p	70	79		
3b	4p	74	84	90	2.5
	5p	86	93	99	
	6p	95	102	108	
4b	5p	90	97	103	3.0
	6p	99	106	112	
	7p	108	115	121	
	8p	117	124	130	
5b	6p	103	110	116	3.5
	7p	112	119	125	
	8p	121	128	134	
6b	7p	116	123	129	4.0
	8p	125	132	138	

DESIGN CODE P.1.2

Parking

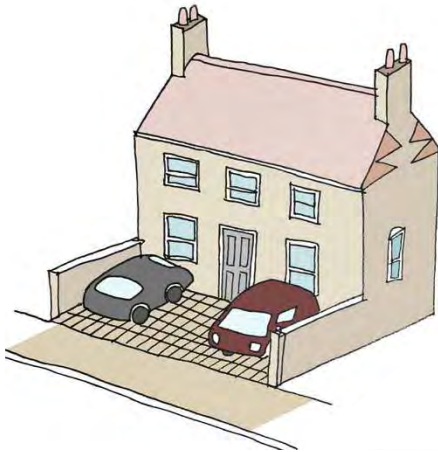
The relationship between new housing development and parking is an important contributor to the success and liveability of the scheme.

- Car parking should be designed and managed to ensure adequate provision for residents and visitors, to minimise the likelihood of conflicts and to prevent parked vehicles from blocking emergency access.
- Design should minimise the physical and visual impact of cars on people and the environment and design for equal priority amongst streets users.
- Unregulated on-street parking (such as on verges and kerbs) should be designed out by the arrangements of paving and carriageway, and by providing adequate spaces for each dwelling.
- Parking strategies should allow buildings to define streets rather than driveways. In this regard, a strong building frontage should be encouraged as part of a defined street section.
- Parking location should allow for the possibility of defined and green front gardens.
- Parking surfaces should be permeable and minimise surface run-off.

Parking in the curtilage

Parking within the curtilage of a property helps prevent cars from dominating the street scene. However, if hard landscaping is not well considered and is not balanced with areas of soft landscaping then building frontages can be overbearing and can exacerbate issues with water run-off and potential flooding.

Page 171



DESIGN CODE P1.3

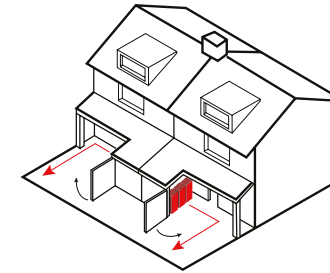
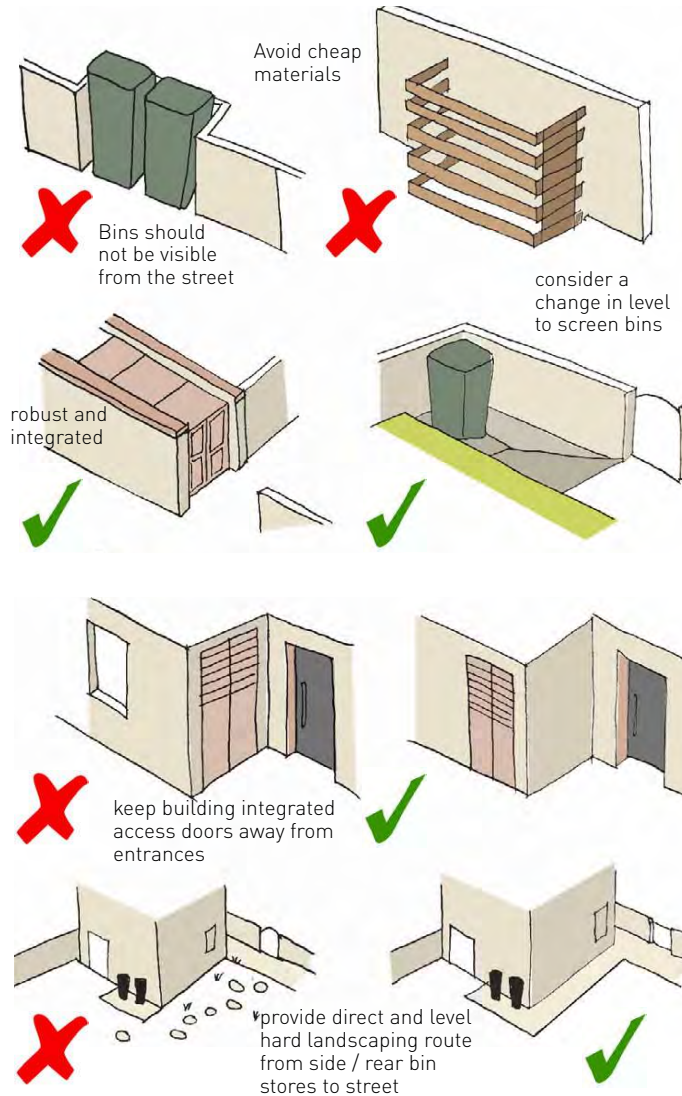
Storage

New properties should provide secure storage for cycling equipment. Cycle and bin stores should be integrated into the garden and screened from the street.

Bin storage must be adequately provided for with each dwelling having sufficient space for 4 recycling bins. Adequate space must be available for bins to be wheeled to collection points easily.

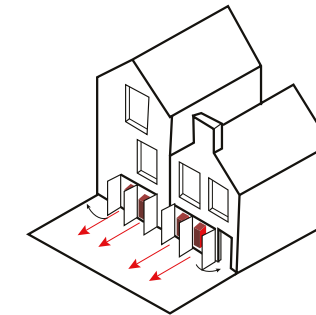
The location of individual and communal bins should be considered from the outset in all proposals, with a clear design strategy outlined.

Bins should not be visible from the streetscape and the location of and access to bin storage should encourage households to bring in their bins directly after collection. High quality and robust materials should be used for bin storage that tie into surrounding materials and detailing.



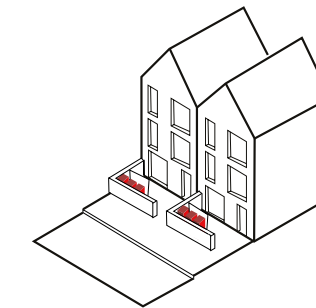
Storage integrated into porch

Bins are stored adjacent to front doors, integrated into a wide porch.



Storage behind garage-type door

Bins are concealed from the street by screens that respond to the architecture of the home.



Storage in front of homes

Bins are kept in screened purpose-built stores in front of homes along the property boundary.

Sustainability

An important factor in good design is the sustainability of the proposal. All new developments should promote high levels of sustainability which can reduce carbon emissions, increase energy efficiency, and lead to healthier and happier communities.

Renewable technologies EV charging

Technologies that help developments generate, store and distribute electricity sustainably, or reduce the amount of resources a dwelling requires are a requirement for new housing in Escrick.

While solar panels are encouraged, their appearance from the street should be considered to assess whether there is a visual impact. Ground source heat pumps should be located to the side or rear of properties to not detract from the street scene.

EV Charging for existing properties

There are two options for charging an electric car at home: using a domestic three-pin socket or a dedicated EV charge point. We would encourage dedicated home charge points as the safest method of domestic charging.

EV charging for new developments

We expect that developers will install dedicated home charge points. Any EV charge point installations must adhere to the most current IET code of practice for electric vehicle charging equipment installations.



Accessible and adaptable homes

Homes should be designed in a way that makes them accessible for occupants and with the ability to be easily adaptable to meet the changing needs of users.

Accessible and adaptable homes aim to make life as easy as possible for occupants for as long as possible because they are thoughtfully designed. They provide accessible and adaptable accommodation for everyone including people with temporary or permanent physical impairments.

Providing homes to these standards should allow older people to stay in their own homes for longer, reduce the need for home adaptations and give greater choice to disabled people who cannot achieve independent living due to lack of suitable housing.

Guidance is included here to make it easier for applicants and designers to understand both the benefits and points to consider if designing to these standards. These standards are currently optional but are encouraged.

The Government is considering forcing all new homes to be built to be fully accessible and adaptable to suit older or disabled people and may change building regulations to ensure all developments must meet the “category 2” standard for accessibility – broadly equivalent to the old “Lifetime Homes” standard. Category 2 means a home must be accessible to most people and able to suit older people, those with reduced mobility and some wheelchair users. Requirements include level access front and rear doors, an entrance level bathroom, kitchen and dining area and low height windows. The standard is already defined in Part M of the building regs. but currently it is not mandatory, although local authorities can require a certain proportion of homes in their area meet it.

The 16 areas accessible homes are concerned with are:

1. Parking (width and widening)
2. Approach to dwelling from parking (distance, gradient and widths)
3. Approach to all entrances
4. Entrances
5. Communal stairs and lifts
6. Internal doorways and hallways
7. Circulation space
8. Entrance level living space
9. Potential for entrance level bed-space
10. Entrance level WC and shower drainage
11. WC and bathroom walls
12. Stairs and potential through-floor lift in dwelling
13. Potential for fitting of hoists and bedroom / bathroom
14. Bathrooms
15. Glazing and window handle heights
16. Location of service controls

These are explained in the following illustrations.

Glazing and Window Handle Heights

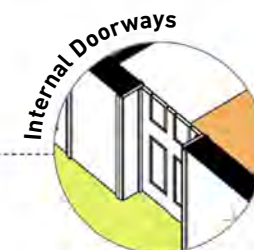
To allow a reasonable view from the living spaces, the windows glazing should start no higher than 800mm above floor level. There should also be potential for a 750mm wide approach route to the window to enable a wheelchair user access.

Circulation space

Walls in all bathrooms and WC compartments should be capable of firm fixing and support for adaptations such as grab rails.



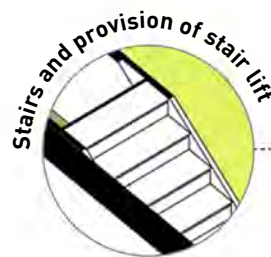
Where an accessible bathroom is not provided on the entrance level of a dwelling, the entrance level should have an accessible WC compartment, with potential for a shower to be installed.



The minimum clear opening width of any doorway within a dwelling, when the approach to the door is 'head on' is 750mm.

Potential for entrance level bed-space

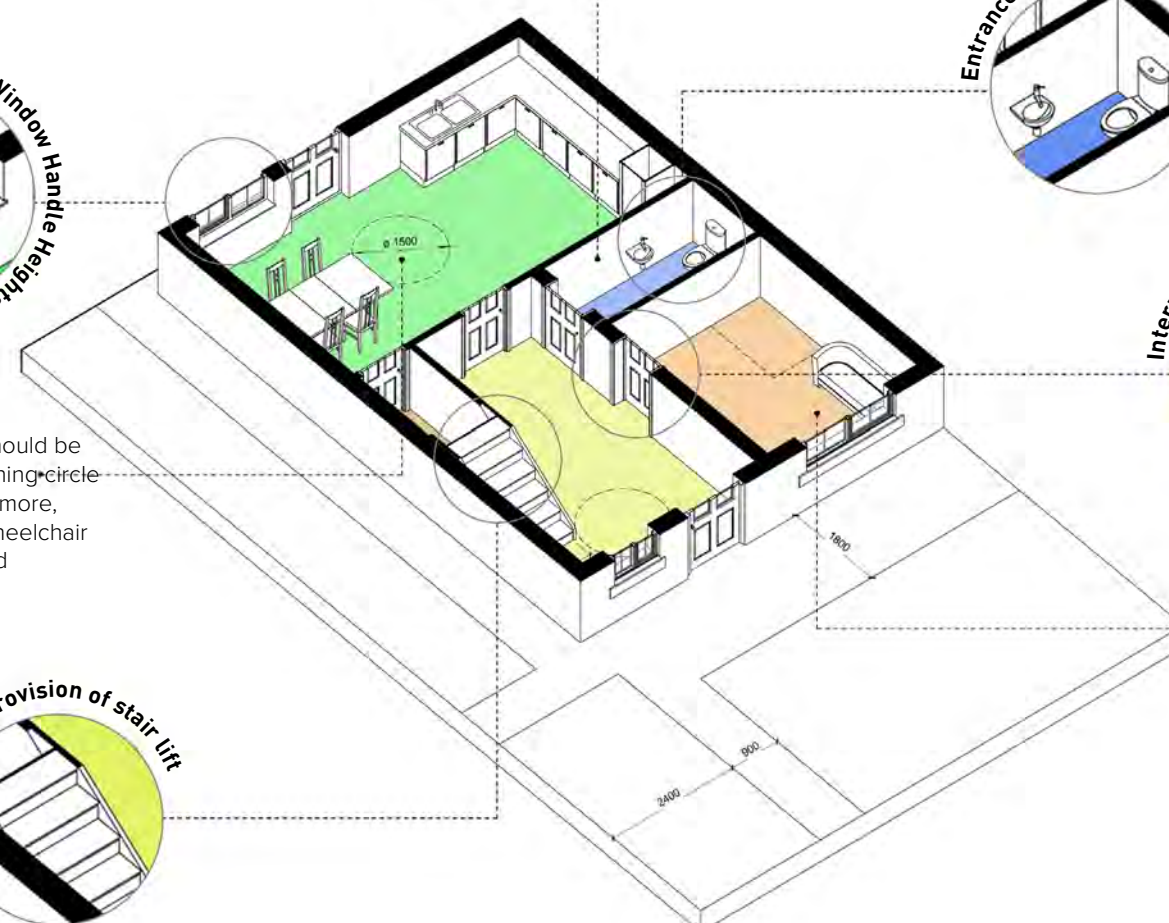
In dwellings with two or more storeys, with no permanent bedroom on the entrance level, there should be space on the entrance level that could be used as a convenient temporary bed-space.



Page 175

Circulation space

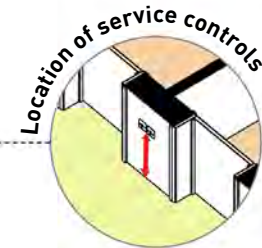
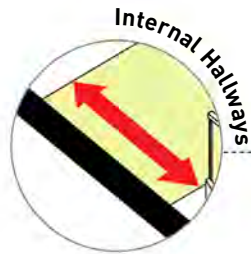
Living rooms/ dining areas should be capable of having a clear turning circle of 1500mm diameter. Furthermore, basic circulation space for wheelchair users should be implemented elsewhere.



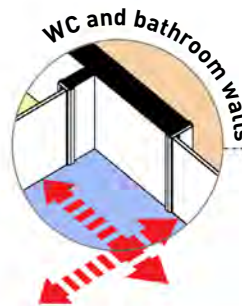
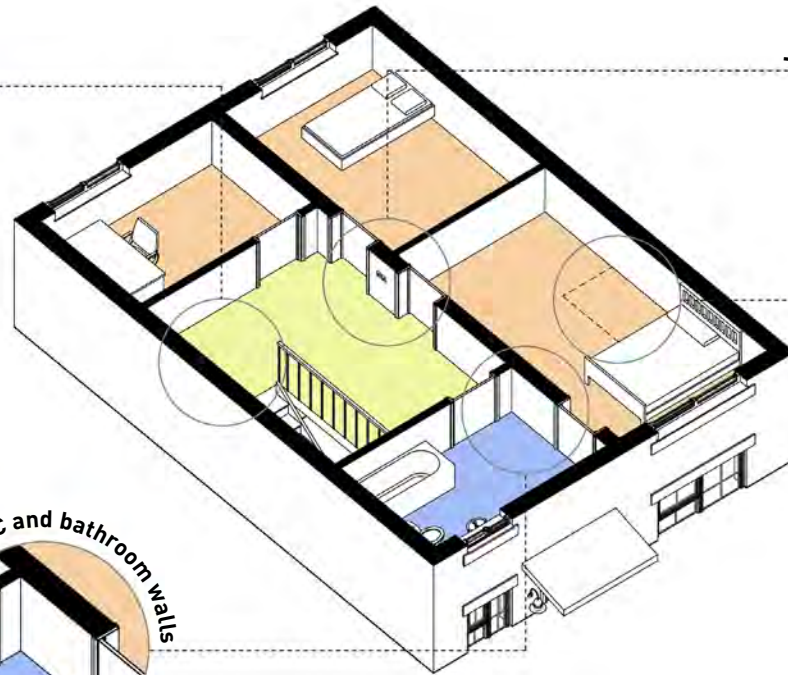
The existing stairs should have the potential for stair-lift installation without significant alteration or reinforcement. A clear width of 900mm should be provided on the stairs.

First Floor

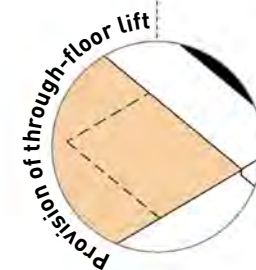
Movement in hallways and through doorways should be as convenient to the widest range of people. If the dwelling provides adequate door opening widths the minimum width of any hallway/landing in a dwelling is 900mm.



Location of service controls should be within a height band of 450mm to 1200mm from the floor level and at least 300mm away from any internal room corner.



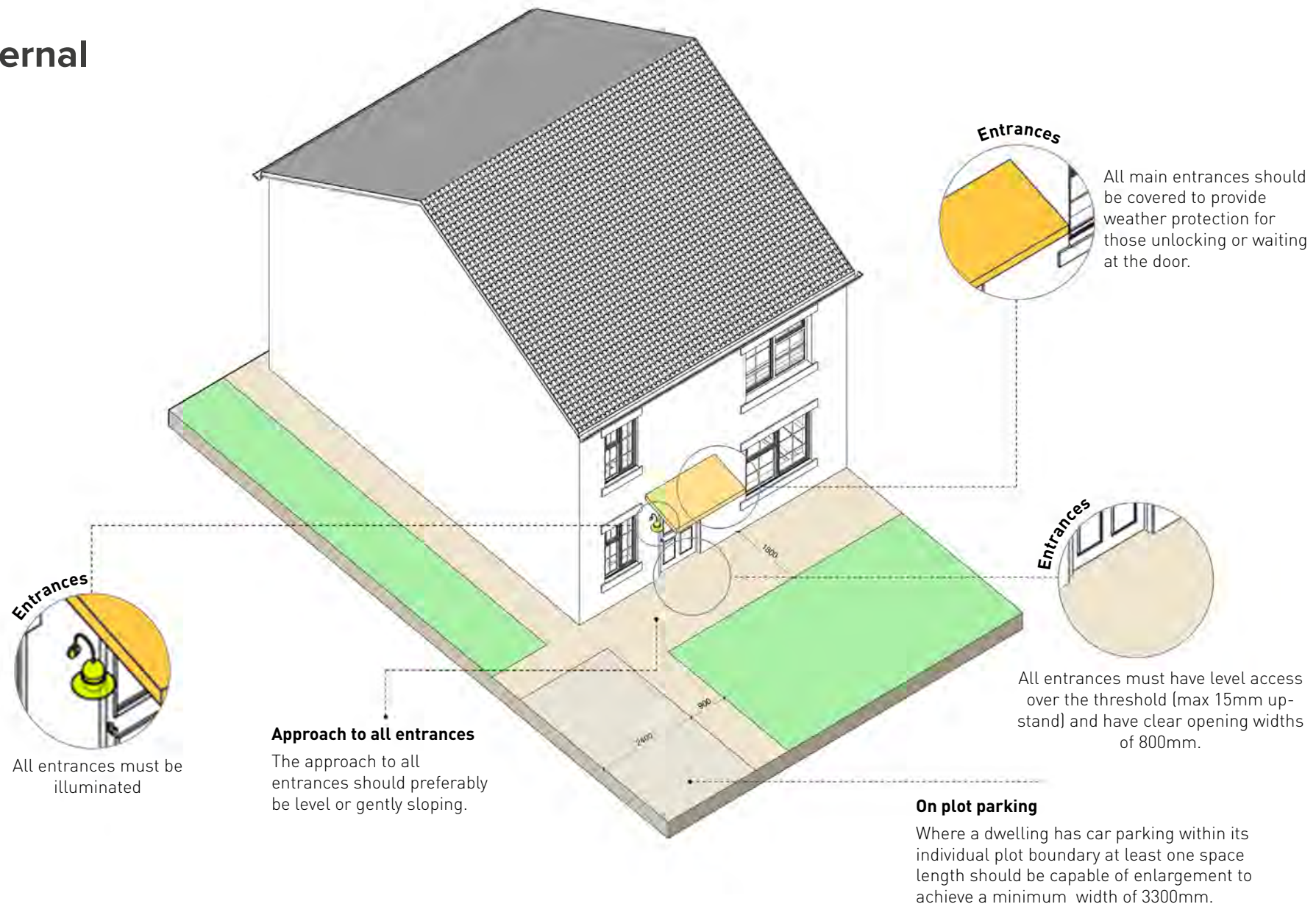
An accessible bathroom should be provided on the same storey as a main bedroom.



A suitable identified space for a through the floor lift from the entrance level to a storey containing a main bedroom and bathroom is required. The minimum space allocated should be 1000mm x 1500mm.

External

Page 177



EXTENSIONS AND ALTERATIONS

Many homeowners choose to extend or alter their properties to meet their changing needs. In the current context of the Covid-19 pandemic people are spending more time at home and many require additional space to help facilitate homeworking or other activities.

It is important that extensions and alterations are designed and undertaken sympathetically to the property and the street scene.

This means ensuring that the proposals respond to the form and proportions of the property and are of an appropriate size and scale. Materials should also complement or match existing and neighbouring materials. Architectural detailing should reference existing details found on the property such as style of windows or brick detailing.

Extensions and alterations can also have a detrimental impact on neighbouring properties or their boundaries so these should be carefully considered when designing.

Extensions or alterations should seek to retain space around the dwelling for movement, maintenance and to ensure there is no negative impact on neighbouring properties.

Acceptable extension



- Extension is subservient to the existing dwelling by being set back
- Brick and roof tiles are matched
- Rhythm and style of fenestration matches existing
- Scale of extension is sympathetic
- Side elevation has fenestration that matches the existing



Unacceptable extension



- Extension is not subservient to the existing dwelling
- Brick and roof tiles are not matched
- Rhythm and style of fenestration does not match
- Scale of extension is too large
- Inappropriate dormer window



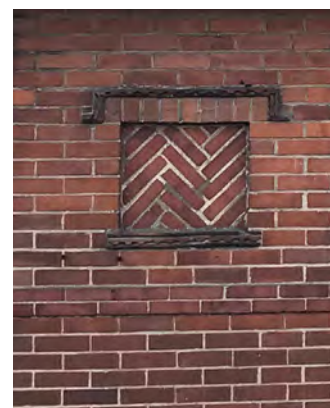
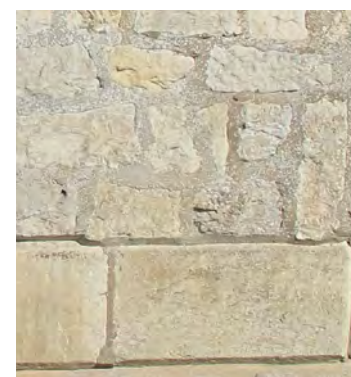
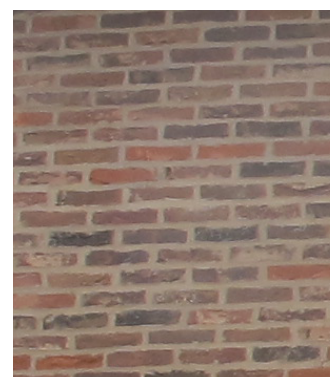
DESIGN CODE E1.1

Materials

Materials used for the repair or alteration of buildings, for new buildings, and for surfacing and boundaries should complement the existing high quality palette of materials that typifies the character of the area. Materials proposed for the use in building extensions shall complement those used in the existing building.

Use locally appropriate materials. Materials proposed for the use in building extensions shall complement those used in the existing building.

Differing materials on an extension or a different design approach may result in a development appearing incongruous. Whilst, exceptionally, an extension may intentionally be designed to be contrasting, such an approach will need to be carefully justified and its success will rely on a high quality design. Cladding is not considered appropriate in Escrick.



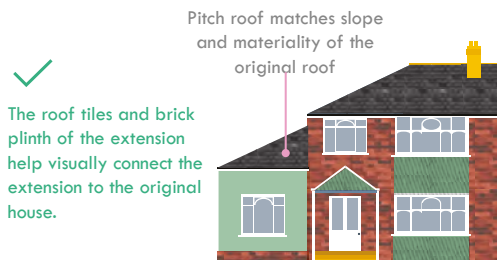
DESIGN CODE E1.2

Side Extensions

Detached, Semi-detached or End-terraced Properties

Side extensions should generally be designed to:

- generally be set back 450mm from the front elevation*
- have the ridge level lower than the main ridge
- have a hipped or pitched roof match with the original in terms of pitch and shape
- leave at least a 2m distance between the extension and the side boundary for maintenance and access.
- have materials that match the original house in type, colour and detail
- maintain space for parking within the plot



The form and scale of this extension are not well considered in relation to the original house. It is not set back or down from the existing house.



This extension is set back from the building frontage, and set down from the roof line.

Space around dwellings

- Extensions, installation of air source heat pumps or side stores must not restrict or impede safe access to the property at the side.
- In the case of small detached, semi-detached and end-of-terrace dwellings a minimum gap of *1m must be maintained between any wall of the dwelling and the side boundary.
- However on a corner plot and in the case of a large detached or semi-detached house (ie over 10m wide) a gap of at least *2m will be required. An exception may be made in the case of a link semi-detached dwellings where pairs of houses are linked by pairs of garages.
- Detached garages to the side of a dwelling may also be acceptable abutting the boundary, but should maintain a gap of 1m between the dwelling and the garage to provide access to the rear garden.



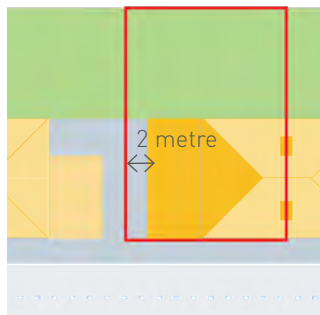
Brick detailing and window surrounds, and windows of a similar style and proportion, help create an extension that sits well with the original house.



Window proportions do not match the original windows and there is no effort to reference original brick details. Two storey flat roof extensions are generally discouraged.



This proposed extension retains a 2 metre gap between the edge of the extension and the shared boundary, therefore allowing sufficient space for the maintenance of both properties.

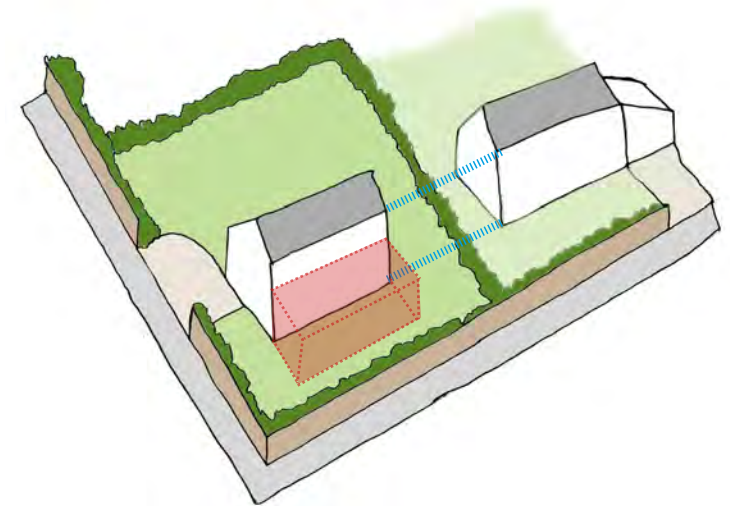


Corner Plots

Corner plots or properties which face two public streets can be particularly prominent. Many corner plots are characterised by having side gardens that have an open character which provides good visibility for pedestrians and motorists. It is advisable for corner plots to not project beyond the building lines of neighbouring properties. This applies to single and double storey properties.

The following criteria for corner plots should be met in addition to the above requirements:

- The width of the extension should not be more than half the width of the original frontage of the property
- The depth of the extension should not be more than half the depth of the garden. Where properties have large rear gardens this figure should be reduced proportionately.



DESIGN CODE E1.3

Rear Extensions:

Single Storey

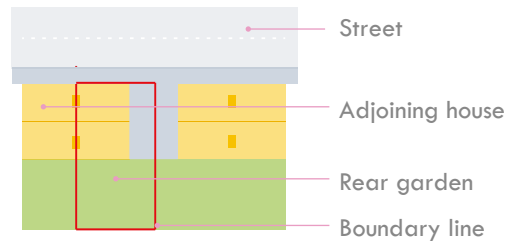
Rear extensions, including conservatories, should not dominate, nor significantly alter, the existing levels of sunlight, privacy and daylight to adjoining and adjacent properties.

The following aspects should be considered when designing a single-storey rear extension:

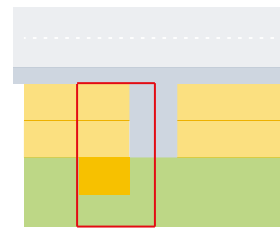
- size, height, orientation and materials
- proximity to the boundary and windows of adjacent properties
- the size of the remaining garden
- the extent to which any adjacent properties have already been extended.
- minimum back to back (21m) and side to side (2m) distances should be maintained

Consideration will be given to the use of mono-pitched roofs for single-storey extensions thus overcoming the problems of building up to the boundary and overhanging gutters.

Existing Plan:



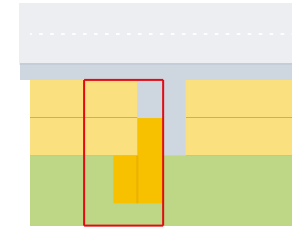
Proposed Plan:



This proposal would be accepted as:

- movement along the side of the house is not interrupted;
- the majority of the garden is kept.

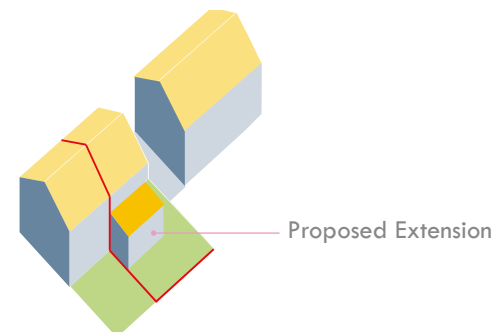
Proposed Plan:



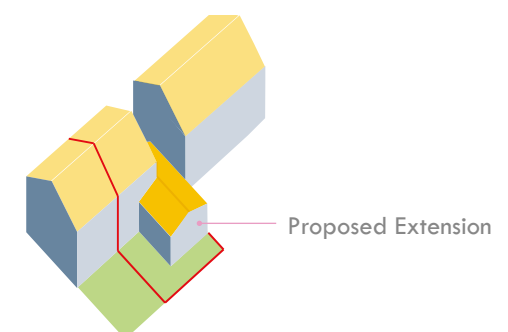
This proposal would not be accepted as:

- the new extension blocks the side access to the house and the garden;
- more than half the garden is being developed.

Proposed Perspective:



Proposed Perspective:



Semi-detached or End-terraced properties

For semi-detached or end-terraced properties, a single-storey extension is generally acceptable if:

- It does not cause any significant loss of daylight to the principal habitable rooms in neighbouring properties.
- Its length does not exceed 3m measured externally

Detached properties

For detached properties, a single-storey extension is generally acceptable if:

- It does not cause any significant loss of daylight to the principal habitable rooms in neighbouring properties.
- Its length does not exceed 4m measured externally

DESIGN CODE E1.4

Rear Extensions:

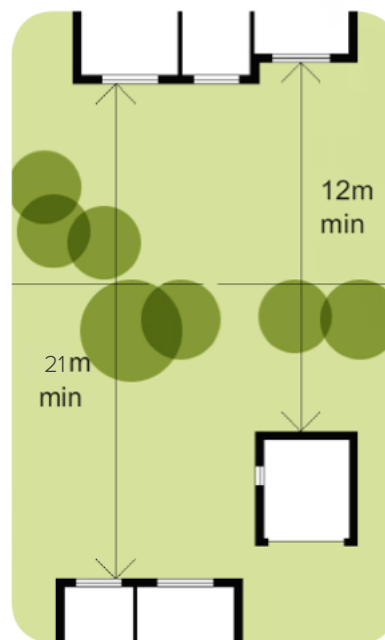
Two-storey

Careful consideration should be given to the design of two-storey rear extensions as they can have a serious impact on neighbouring properties, such as poor outlook, overshadowing and overlooking into adjacent windows and private gardens.

The impact of overshadowing will increase if the neighbouring property is located to the north of the proposed extension.

The following aspects should be considered when designing a two-storey rear extension:

- size, height, orientation and materials
- proximity to the boundary and windows of adjacent properties
- the size of the remaining garden
- the extent to which any adjacent properties have already been extended



While this design code is relevant for extensions requiring planning permission, it is worth noting that two storey rear extensions can be built on the rear under 'Permitted Development' rights, subject to meeting the specified criteria.

Detached, Semi-detached or End-terraced properties

A two-storey extension is generally acceptable if:

- It does not cause any significant loss of daylight to the principal habitable rooms.
- Its length does not exceed 3m (semi-detached and end-terraced properties) or 4m (detached properties) measured externally
- It maintains a minimum distance of 21m between the first floor main window of the extension and your neighbour's facing windows
- It has blank walls, it should still maintain a minimum distance of 12m from the main windows of neighbouring buildings
- It has a pitched roof to match the existing roof where it is visible from the public highway* or other public areas

DESIGN CODE E1.5

Dormer Windows

The design of dormer windows should avoid:

- creating a dominant 'top heavy' appearance out of proportion with the rest of the building
- exceeding the height of the main ridge
- wrapping round the side ridges of a hipped roof

Page. 185

causing overlooking or loss of privacy to neighbours

exceeding more than 1/3 of the face area of the roof (a number of smaller individual dormer windows is preferred to a large continuous one)

A dormer extension is generally acceptable if:

- its design is subordinate to the roof
- its height and length are kept to a minimum
- the materials harmonise with those of the existing roof
- preference is that dormers are located to the rear of properties where possible



These rooflights are small, well proportioned, and well aligned with the elevation below and would therefore be acceptable.



These rooflights would be unacceptable due to being too close to the eaves and verge; being of varying proportions and sizes, and not aligning with the elevation below.

DESIGN CODE E1.6

Skylights

Rooflights can be a good way to obtain natural light into a loft conversion or roof space and do not always require planning permission.

Where planning permission is required the following criteria should be followed:

- the location and number of rooflights introduced is not detrimental to the character of the property;
- they are located to the least visible aspect of a roof where possible.



These rooflights would be unacceptable due to being too close to the eaves and verge; being of varying proportions and sizes, and not aligning with the elevation below.



These rooflights are small, well proportioned, and well aligned with the elevation below and would therefore be acceptable.



DESIGN CODE E1.7

Garages and Carports

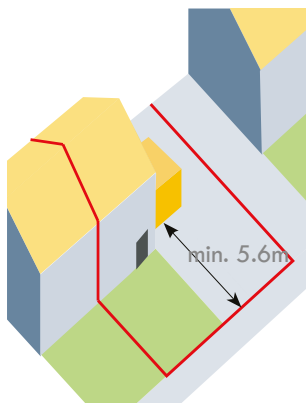
Garages and carports as side extensions

- garages and carports should be set back at least 450mm from the front elevation
- they should have a driveway at least 5.5m clear of the highway*
- if the garden is not deep enough to provide a 5.5m deep driveway, the garage must be set back from the front elevation to provide this minimum driveway length
- where existing parking spaces are lost as a result of an extension, and this would cause road safety or congestion problems, replacement spaces must be provided on plot, not blocking windows and should maintain some green frontage

Page 187



This garage is acceptable as it is proportionate to the size of the house, it does not disturb its neighbours, and it leaves sufficient space from the road for a car to park in front of it.

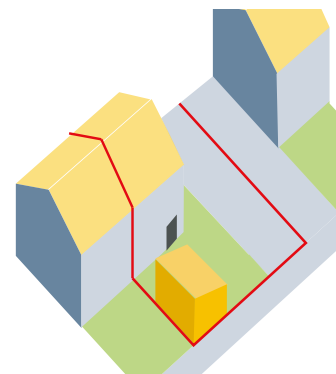


Detached garages

- the location of the detached garage should respect the appearance of the area
- the detached garage should not appear excessively bulky in relation to the existing property
- materials of the detached garage should match the original house in type, colour and detail
- garages should be large enough to store a vehicle, and to ensure occupants can safely enter/exit the vehicle and garage.
- space for storage. Internal dimensions of garage should be a minimum of 3.6m wide by 6m length.



This garage would not be granted permission as it is located in too prominent a position at the front of the house.



The 45° Rule

The 45-degree rule can be used to establish the maximum permissible height, depth and width of an extension. It provides a general guide to what is normally considered acceptable.

However, it is only a general rule of thumb and we may, on occasion, consider an extension to be unacceptable even if it appears acceptable on paper.

The 45-degree rule can be used to check if your extension may result in a loss of light to adjoining windows. This is generally less applicable to large detached dwellings with large distances between neighbours.

When assessing a planning application for both single and two-storey extensions, two methods for applying the 45-degree rule will be used:

Method 1: Considers the depth and width of the extension

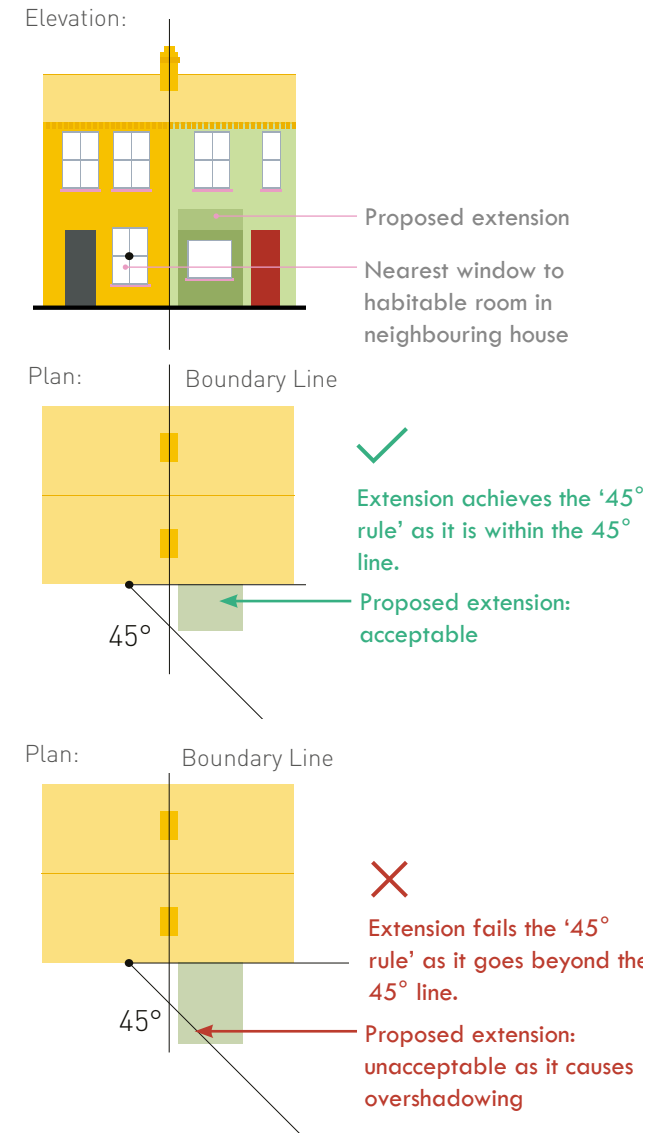
Method 2: Considers the height of the extension

If the proposed extension breaks one of the 45-degree lines it may be unacceptable. If it breaks both 45-degree lines it would be found unacceptable. You are advised to locate any extension as far from the 45-degree splay as practically possible to reduce the impacts to your neighbours, and thereby increasing your chances of creating an acceptable extension.

Method 1: Considers the depth and width of the extension

Steps

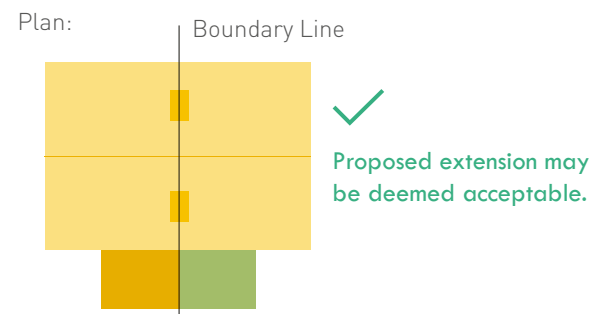
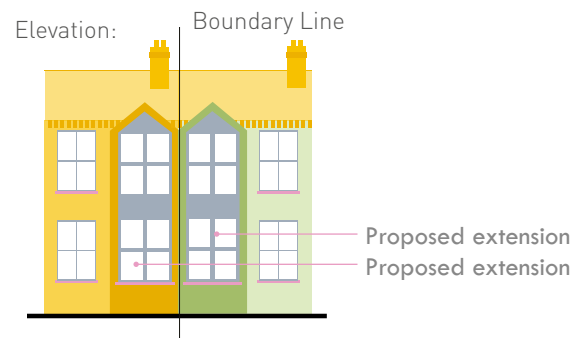
1. Work out the depth and width of the proposed extension
 2. Draw the proposed extension in PLAN* form
 3. Plot your neighbour's property on the drawing
 4. Mark the position of the nearest window serving a habitable room* onto the drawing
 5. Mark the CENTRE POINT of your neighbour's window, and from this point draw a 45-degree splay line out towards your proposed extension
- If your property is between two properties, make sure that you include them both.



Method 2: Considers the height of the extension
Steps

1. Work out the height and width of the proposed extension
2. Draw the proposed rear extension in ELEVATION* form (make sure your elevation reflects any changes in levels between your property and any neighbouring properties)
3. Plot your neighbour's property on the drawing
4. Mark the CENTRE POINT of the top of the window of the nearest habitable ground floor window of your neighbour's property
5. From the CENTRE POINT draw a 45-degree splay line out towards your proposed extension.

If your property is between two properties, make sure that you include them both



GLOSSARY

Accessibility: The ability of people to move around an area and reach places and facilities, including older and disabled people, those with young children and those carrying luggage or shopping.

Active frontage: The front of a buildings with openings onto the space that generate activity and engagement between the building interior and the space outside, particularly entrances.

Backland Development: New buildings within the curtilage of existing buildings e.g a new house in the rear garden of an existing house.

Blue/Green infrastructure: A network of multifunctional green space or water, which is capable of delivering a wide range of environmental and quality of life benefits for local communities.

Context : The location of the development and the attributes of its immediate, local and regional surroundings.

Curtilage: An area of land attached to a house and forming one enclosure with it.

Design guide: A document providing guidance on how development can be carried out in accordance with good design practice.

Design code: A set of illustrated design requirements that provide specific, detailed parameters for the physical development of a site or area. The graphic and written components of the code should build upon a design vision, such as a masterplan or other design and development framework for a site or area.

Form: Form is the three-dimensional shape and modelling of buildings and the spaces they define. Buildings and spaces can take many forms, depending upon their: size and shape in plan; height; bulk - their volume; massing - how bulk is shaped into a form; building lines - the alignment of building frontages along a street; and relationship to the plot boundary - and whether they share party walls or not.

Infill Development: New buildings sited on plots with existing development surrounding the proposal e.g either side.

Local vernacular: An indigenous building style using local materials and traditional methods of construction and ornament, especially as distinguished from academic or historical architectural styles.

Natural surveillance: When buildings around a space are designed with features that are likely to lead to people overlooking the space. These may be windows, balconies, front gardens or entrances.

Scale: Scale is the height, width and length of each building proposed within a development in relation to its surroundings. This relates both to the overall size and massing of individual buildings and spaces in relation to their surroundings, and to the scale of their parts. It affects how a space can be used and how it is experienced. The relationships between the different dimensions of a building or component are known as its proportions.

Street Scene: The appearance of all of the elements of a street, including the carriageway, pavement, street furniture, planting, and the buildings or structures along its edges, particularly the composition of buildings on each side of the street.

Sustainable drainage systems (SuDS): Features designed to reduce flood risk, which are built to receive surface water run-off, such as constructed wetlands, permeable surfaces, retention ponds, green roofs and swales.

APPENDICES

Useful resources (hyperlinks)

Escrick Parish Council Website

- Maps of Escrick
- Photos of Escrick

Escrick heritage

Escrick Neighbourhood Plan

National Design Guide

Selby Landscape Character Assessment



Report Reference Number: C/22/9

To: Council
Date: 13 December 2022
Ward(s) Affected: All
Author: Alison Hartley, Solicitor to the Council & Monitoring Officer
Lead Officer: Alison Hartley, Solicitor to the Council & Monitoring Officer

Title: Constitution Update

Summary:

The purpose of this report is to set out any administrative changes to the Constitution that have been made under delegation by the Monitoring Officer since the last approval by Council.

Recommendation:

To note the administrative changes made by the Monitoring Officer since the last amendments were reported to Council in December 2021.

Reasons for recommendation:

To ensure the constitution is up to date and fit for purpose.

1. Introduction and background

1.1 The constitution is a key document in the Corporate Governance Framework of the Council. The two overarching principles of good governance as set out in the CIPFA code are:

- Behaving with integrity, demonstrating strong commitment to ethical values and respecting the rule of law
- Ensuring openness and comprehensive stakeholder engagement.

1.2 A review is undertaken of the Constitution on a regular basis to consider whether there are any changes required as a result of legislative change, any recommendations from internal or external auditors or in the light of experience and best practice.

1.3 Under Article 14 of the Constitution responsibility for the Constitution lies with the Monitoring Officer. Since the Monitoring Officer last reported to Council in December 2021, further administrative changes have been made including changes to reflect reallocation of management responsibilities. The changes are set out in Appendix A to this report.

2. The Report

2.1 The Monitoring Officer has had regard to any changes to legislation, and best practice, and has made administration changes under delegation since the last time the Constitution was reported to Council. She can confirm that it is fit for purpose in its current form.

3. Alternative Options Considered

None – these changes to the Constitution are required to ensure it is up to date.

4. Implications

4.1 Legal Implications

A local authority is under a duty to prepare and keep up to date its constitution under the Local Government Act 2000 as amended.

4.2 Financial Implications

None

4.3 Policy and Risk Implications

If the Constitution is not up to date, there is a risk that decisions will not be made on a lawful basis.

4.4 Corporate Plan Implications

None

4.5 Resource Implications

None

4.6 Other Implications

None

4.7 Equalities Impact Assessment

Not required.

5. Conclusion

Following review and administrative changes the Constitution remains up to date and fit for purpose.

6. Background Documents

None.

7. Appendices

Appendix A – Table of administrative changes made

Contact Officer:

Alison Hartley, Solicitor to the Council and Monitoring Officer
ahartley@selby.gov.uk

This page is intentionally left blank

APPENDIX A

Administrative changes made by Alison Hartley (Monitoring Officer) using delegated powers:

Reported to Council December 2022

Date of Change	Document Changed	Brief description of change	Authorised by
April 2022	Part 4.6 - Finance Procedure Rules at paragraph 6(b)	Footnote added to - Approval of major disposals "1 The principal method of disposal for a lease extension granted over 7 years pursuant to a request under the Leasehold Reform, Housing and Urban Development Act 1993 is determined by statute and therefore does not require executive approval."	Alison Hartley
July 2022	Amendments at Part 3.3 - Responsibility for Executive Functions	To reflect the changes made to the individual portfolio of the Leader of the Council and The Deputy Leader of the Council.	Alison Hartley
July 2022	Part 7 - Management Structure	Updated with the current senior management structure chart.	Alison Hartley
August 2022	Part 4.8 - Rules of Procedure - Officer Employment Procedure Rules.	The wording "Monitoring Officer and Chief Finance Officer" has been added to paragraph 7, and footnote to comply with legislative requirements.	Alison Hartley

This page is intentionally left blank



Report Reference Number: C/22/10

To: Council
Date: 13 December 2022
Ward(s) Affected: All
Author: Alison Hartley, Monitoring Officer and Solicitor to the Council
Lead Officer: Alison Hartley, Monitoring Officer and Solicitor to the Council

Title: Report of the Monitoring Officer 2022 – Standards Arrangements

Summary:

This report covers the operation of the current standards regime for Selby District Council and Parish Councils (which include Town Councils) within Selby District. It considers the complaints history and concludes that the arrangements are satisfactory and meet legal duties. Complaints continue to be processed and considered and the Independent Persons are extremely diligent in responding to consultation. The Independent Persons appointments have been extended to 31st March 2023.

Recommendation:

To note the content of the report.

Reasons for recommendation:

To ensure that high standards of conduct by Councillors and co-optees are promoted and maintained.

1. Introduction and background

- 1.1 Under section 27 of the Localism Act the Council is under a duty to promote and maintain high standards of conduct by Councillors and co-optees. The primary responsibility for the discharge of this duty falls to the Monitoring Officer.
- 1.2 The Monitoring Officer ensures that Councillors are provided with information about what interests must be registered and declared, compiles and maintains a register of such interests and deals with complaints about the conduct of Councillors when acting in the capacity of Councillor. Under the legislation the District Council Monitoring Officer is also responsible for registering interests

for and dealing with standards complaints relating to individual Parish Councillors.

2. The Report

2.1 Four complaints were received between 1st December 2021 and 29th November 2022. All complaints concerned Parish Councillors. All concerned allegations of disrespect and all were rejected at assessment stage.

2.2 By way of comparison, nine complaints were received between 1st December 2020 – 30th November 2021. Six of the complaints concerned Parish Councillors and three concerned District Councillors. One of the District Councillor complaints was rejected at assessment stage. One was withdrawn by the complainant. The other District Councillor complaint was resolved locally, with advice given to the Councillor concerned about declaration of interests. Two of the Parish complaints were rejected at assessment stage. Breaches were found in two Parish cases and were resolved locally with apology and mediation advised. One Parish complaint was assessed and found to be a trivial matter between parish councillors and so no further action was taken by the Monitoring Officer. One of the Parish complaints remains outstanding. It has been assessed by the Monitoring Officer in consultation with the Independent Persons and an Investigating Officer has been appointed. The investigation is underway at the time of writing.

3. Implications

3.1 Legal Implications

The Council should take positive steps to discharge the s 27 duty. The report indicates that the duty is being discharged correctly.

4.2 Financial Implications

There are no financial implications as a direct result of this report.

4.3 Policy and Risk Implications

None.

4.4 Corporate Plan Implications

None.

4.5 Resource Implications

None.

4.6 Other Implications

None.

4.7 Equalities Impact Assessment

None.

5. Conclusion

That the regime is operating effectively.

6. Background Documents

None.

7. Appendices

Appendix A – Standards Report 2022

Contact Officer:

Alison Hartley, Solicitor to the Council and Monitoring Officer
Selby District Council

ahartley@selby.gov.uk

This page is intentionally left blank

STANDARDS REPORT 2022

Alison Hartley, Monitoring Officer
December 2022



Introduction – Ethical Standards

The Localism Act 2011 introduced a duty placed upon all councils to promote and maintain high standards of conduct by councillors and co-opted members.

Personal and Prejudicial interests were replaced by a set of nationally defined “Disclosable Pecuniary Interests” – reinforced by new criminal sanctions - and locally determined “other interests”.

All Councils were required to develop and adopt their own local Code of Conduct based upon the Seven General Principles of Public Life.

In addition, principal councils were required to adopt their own arrangements for dealing with complaints against councillors alleged to have breached their council’s code of conduct.

The standards arrangements adopted by Selby District Council came into force on 1 July 2012 and dealt with complaints against Selby District Councillors and Town and Parish Councillors in the District of Selby. In May 2017 the Council approved updated arrangements. In 2019, minor amendments were made to align with best practice as recommended by the Report of the Committee for Standards in Public Life (January 2019).

The Council’s Monitoring Officer is responsible for advising the Council on its duty to maintain high ethical standards; for advising councillors on their responsibilities to conduct themselves appropriately, register and declare their interests and not otherwise jeopardise the proper decision-making of the Council; and for managing the arrangements for dealing with complaints.

The Council has appointed three Independent Persons to provide an independent view of how the Council manages its ethical standards. Full Council in September 2022 extended the appointments until 31st March 2023.

This report covers the period 01 December 2021 to 29 November 2022.

Code of Conduct

Selby District Council adopted a local Code of Conduct on 24 April 2012. The Code came into effect from 1 July 2012.

Town and Parish Councils in Selby District have generally either adopted the same Code as the District Council or they have adopted the model code issued by the National Association of Local Councils (NALC).

The Localism Act 2011 required that all codes of conduct should be based upon the seven principles of public life:

1. Selflessness
2. Integrity
3. Objectivity
4. Accountability
5. Openness
6. Honesty
7. Leadership

A copy of the Selby District Council Code of Conduct is available on the Council website which also sets out details of how complaints about Councillor Conduct can be made and will be considered.

Monitoring Officer

Alison Hartley, Solicitor to the Council is the Council's Monitoring Officer. She has appointed Glenn Sharpe, Solicitor, as her Deputy Monitoring Officer with full powers to act in her absence. She has appointed Victoria Foreman Democratic Services Officer, as a Deputy Monitoring Officer to assist in relation to standards investigations. The Monitoring Officer ("MO") is a statutory role and is required to ensure that the Council, its Councillors and Officers carry out their functions in a proper and lawful manner. The MO has an important role to play in ensuring that high standards of conduct are promoted and maintained throughout the organisation.

The MO is responsible for establishing, maintaining and publishing the Register of Councillors' Interests for District, Town and Parish Councils and for ensuring that the Council's Constitution is effective.

Alison meets regularly with other Monitoring Officers across Yorkshire to share best and emerging practice, co-ordinate training and development and co-operate in the investigation and hearing of complaints.

Alison is also working with District and County Monitoring Officer colleagues in preparing for a safe and legal transition to the new Unitary - North Yorkshire Council, to go live in April 2023.

Independent Persons

In July 2017 the Council appointed Hilary Putman, Wanda Stables and Philip Eastaugh as independent persons. The appointments were extended in September 2022 until midnight on 31st March 2023.

Hilary has been involved with Standards for Local Authority Councillors since March 2009, initially as an Independent Member and then the Chair of the Standards Committee for Selby district. Since July 2012, she has been one of the Independent Persons for Selby District Council. Hilary has a background in people orientated employment and a portfolio of public appointments and voluntary commitments. She is an active member of Soroptimist International. Hilary is also a member of the Out - of - Court Disposals Scrutiny Panel for North Yorkshire.

Wanda has been an Independent Member of the Standards Committee and then Independent Person for Selby District Council since 2009 and has attended many meetings and several hearings. She is a retired Statutory Officer of the Crown, a role which she performed for 25 years, latterly as Superintendent Registrar of Births, Deaths and Marriages for the County of North Yorkshire. Since 2009, she has worked as a volunteer in charitable sector employment at the Citizens Advice Bureau in Selby. Philip was appointed as an Independent Person in 2017. He retired from HMRC in 2016 where he worked as a Criminal Investigator dealing with tax and excise offences. This required liaison with foreign law enforcement agencies and local authorities. Philip has worked on cases in Courts across the North of England and in London. In the recent past he has also volunteered for the Coroners Court Support Service for North Yorkshire.

The role of the Independent Persons is to:

- Be consulted by the Monitoring Officer as part of the complaint handling process
- Be consulted by the Council before it makes a finding about whether a Councillor or co-optee has failed to comply with the Code of Conduct.
- Advise the Council, when consulted, on the effective working of the Code of Conduct and the Council's arrangements for dealing with complaints;
- Be available to be consulted by a Councillor against whom a complaint has been made; and
- Have a freestanding remit to offer comment to the Council on its performance of the general duty to promote high standards of ethical conduct.

The MO and Independent Persons meet quarterly to share their experience, consider best and emerging practice and discuss training and development.

The Independent Persons are also invited to attend meetings of Audit & Governance Committee and have contributed to training sessions in the past.

The positive working relationships between them and the MO and the District Council are of great assistance in meeting the legal duty to promote high standards of conduct.

Registration of Interests

The Localism Act 2011 requires all Councils to adopt a local Code of Conduct which includes provisions for the registration and disclosure of pecuniary interests and other interests.

Councillors with disclosable pecuniary interests in the business of their Council are prohibited from participating in such business unless they have a dispensation. The Act also introduced a criminal offence relating to failure to register disclosable pecuniary interests. Councillors convicted of such offences are liable for a scale five fine (up to five thousand pounds) and may also be disqualified from being a councillor for up to five years.

Councillors have been made aware that even if a Councillor's interest does not amount to a disclosable pecuniary interest, the interest might lead them to predetermine a decision or give rise to a perception of bias. In such cases, it would not be appropriate for them to participate in the decision. If they do participate, the decision could be vulnerable to challenge.

The Monitoring Officer has a legal duty to establish and maintain a register of interests for the District Council and also for Town and Parish Councils in the District. The Register(s) must be available for inspection at all reasonable hours and must be published on the District Council's website. Where a Town or Parish Council also has a website a copy of the Register for that Town or Parish Council must also be published on their website. For convenience many Parish and Town Councils opt to provide a link to the District Council's website to comply with this requirement.

All District and Parish Councillor registers of interests are published on the Council's website.

Dispensations

No dispensations have been granted during the period covered by this report.

Sensitive Interests

One request for interests to be withheld from publication as 'sensitive' was received during the period covered by this report. (s.32 Localism Act 2011)

Standards Arrangements

The Local Government Act 2000 previously required all principal authorities to establish a Standards Committee as the body with responsibility for promoting high standards of ethical conduct.

The Localism Act 2011 removed the obligation to appoint a Standards Committee. Many local authorities chose to retain a Standards Committee as part of their new local arrangements.

At SDC, the Standards Committee operates when required as a sub-committee of the Audit & Governance Committee. The Arrangements include target timescales for assessing and dealing with complaints. When the complaints involve Parish Councillors, the Arrangements include the ability to co-opt one of a number of Parish Council representatives onto the Panel to ensure that the Parish voice is heard in decision making.

The Monitoring Officer continues to strive to improve the timescales for considering responses but has not been able to deal with matters as promptly as she would have liked. Although a recruitment process was undertaken in 2021 and 2022 to seek a legal/administrative support officer the post remains vacant – likely a result of the uncertainty of local government reorganisation.

The Committee on Standards in Public Life

The Committee on Standards in Public Life undertook a comprehensive review of local government ethical standards and published a report in January 2019. The Committee made 26 formal recommendations to the Prime Minister and 15 Best Practice recommendations. A number of the recommendations would require legislative changes to be implemented.

The LGA published a revised Model Code of Conduct. Having consulted with the Independent Persons it is considered that the SDC Code in its present form remains fit for purpose and in line with the Committee on Standards in Public Life recommendations. More comprehensive review at this time is not essential, particularly having regard to Local Government Reorganisation in April 2023.

Parish and Town Councils

There are 74 Town or Parish Councils and Parish Meetings in Selby District. Town and Parish Councils are under the same obligation to promote and maintain high standards of conduct and to adopt a local code of conduct for councillors.

All Parish and Town Councillors have an obligation to register their DPIs and other interests.

The Council holds Parish Liaison meetings where the Chairs and Clerks of each Parish Council are invited to further enhance the communication and support to Parish Councils. Parish Council contact information and their registers of interests are published on the Council's website.

The few complaints dealt with by the MO this year have concerned a small number of Parish Councillors. None have been assessed as requiring action.

It should be noted that in respect of Parish Councils, the extent of jurisdiction as Monitoring Officer is limited to dealing with complaints about the ethical conduct of individual parish councillors. The MO has only received a few procedural queries and complaints about Parish Council business this year and so it appears the more limited role of the MO in Parish matters is becoming understood more widely. With the

progression towards one North Yorkshire Council, lines of communication with all Parish Councils will be co-ordinated through that Council in the very near future.

Complaints History

The table overleaf shows complaints dealt with under the Arrangements in the period covered by this report.

Update on complaints in 2021 from the last report

	Type of Council	Allegations	Outcome
9	Parish Council	Disrespect	Pending investigation

Complaints 12 Nov 2021 to 01 Dec 2022

	Type of Council	Allegations	Outcome
1	Parish Council	Disrespect	No breach
2	Parish Council	Disrespect	No breach
3	Parish Council	Disrespect	No breach
4	Parish Council	Disrespect	No breach

Future Developments

The Committee for Standards in Public Life made recommendations on the contents of Codes of Conduct and the availability of effective sanctions. Changes to primary legislation will be required for some of the recommendations to be implemented. The final report of the CfSPL was discussed at the Audit & Governance Committee in April 2019. The Local Government Association published a further updated Model Code which can be accessed here [Local Government Association Model Councillor Code of Conduct 2020 | Local Government Association](#) The impacts of the Covid Pandemic have meant that parliamentary time has been directed to responding to the pandemic, so updated legislation is still awaited at this time, and the Model Code may need to be reviewed again in the event that legislation is changed.

It is not considered that a further comprehensive review of the SDC Code of Conduct is needed at this time, as the amendments made in April 2019 incorporated the recommendations of the Committee for Standards in Public Life. It remains fit for purpose. At the time of writing no legislative changes have been made.

The MO is working with the other District and County MOs to ensure standards processes and up to date codes of conduct will provide for a safe and legal transition of these functions to the new unitary North Yorkshire Council on 1st April 2023.

Alison Hartley, Monitoring Officer
December 2022

This page is intentionally left blank