



PENRITH TOWN COUNCIL

Unit 1, Church House, 19-24 Friargate, Penrith, Cumbria CA11 7XR
Penrith, Cumbria, CA11 7XR

Enquiries: Rosalyn Richardson, Deputy Town Clerk

Tel: 01768 899773

Email: deputytownclerk@penrithtowncouncil.co.uk

DATE: 26 February 2018

Dear Councillor

You are hereby summoned to attend a meeting of the:

PLANNING COMMITTEE

to be held on:

Monday 5th March 2018 at 2.15 pm - 3.00 pm, the Boardroom, Penrith
Town Council Offices, Church House, 19-24 Friargate, Penrith

Mrs V. Tunnadine

TOWN CLERK

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

When it is proposed to consider the following business:-

AGENDA FOR THE PLANNING COMMITTEE

Monday 5th March 2018

2.15 PM – 2.50 PM

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

1. Apologies for Absence

To receive apologies from members.

2. Minutes of the Previous Meeting

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

3. Declaration of Interests and Dispensations

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

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

4. Public Participation

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

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

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

6. Planning Committee and Neighbourhood Plan Workplan Review 2017

To note updates to the Planning Committee and Neighbourhood Plan Workplan 2017-2018 and recommend approval at the full meeting of Council in May 2018.

7. Planning Applications

a) Delegated Responses – To Note

Planning application number: 17/1093

Site address: UNIT1 SWAINSONS YARD MYERS LANE PENRITH CA11 9DP
Description: Change of use of industrial building (use classes B1c and B8) to tyre fitting establishment (use classes B2 and B8).

Response – No Objection

Planning application number: 17/1096

Site address: PEAR TREE YARD SOUTHEND ROAD PENRITH CA11 8HR
Description: Non material amendment for replacement of existing bicycle and refuse stores attached to approval 14/0536.

Response – No Objection

Planning application number: 17/1076

Site address: 8 MANOR PARK CARLETON PENRITH CA11 8AL
Description: Retrospective application for the retention of 31m of 1.8 high fencing between points B and C as illustrated on the Site Plan.

Response: No objections subject to confirmation from Highways that they have no objection

Planning application number: 18/0002

Site address: 1A PORTHOUSE ROAD PENRITH CA11 8QB
Description: Side and rear extension.

Response: No objection

Planning application number: 18/0005

Site address: 16 RYDAL CRESCENT PENRITH CA11 8PL
Description: Erection of single storey rear extension, conversion of existing attached garage with extension to the front elevation to create additional living accommodation

Response: No objection

Planning application number: 17/1088

Site address: 14A LITTLE DOCKRAY PENRITH CA11 7HL
Description: Sub division of apartment into 2 no. apartments.

Response: No objection – Given the location of the flat it seems more suitable as two one bedroom flats rather than a three bed.

Planning application number: 18/0015
Site address: 58 MILNER MOUNT PENRITH CA11 8HB
Description: Erection of two storey side extension, with rear extension and front porch, plus access to off road parking spaces at rear of garden and increased parking to front with dropped kerb.

Response: No objection

Planning application number: 18/0078
Site address: 25 RYDAL CRESCENT PENRITH CA11 8PL
Description: Demolition of existing garage. Proposed two storey extension to side and rear elevations.

Response – No Objection, although it would have been useful to know if there had been any objections from neighbours

Planning application number: 18/0076
Site address: LAND OFF RIDLEY COURT PENRITH CUMBRIA CA11 8RT
Description: Variation of condition 13 (access to site) to replace construction management plan attached to approval 16/0359.

Response: - No objection but would like to see some provision for ensuring mud/soil and debris does not become deposited on the public highway, i.e. cleaning-down of vehicles before leaving site.

b) Planning Applications for Consideration

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

Planning application number: 18/0049
Site address: OLD REGISTRARS OFFICE FRIARGATE PENRITH CA11 7XR
Description: Change of use from office/storage building into 4 no two bedroom residential apartments

Planning application number: 18/0117
Site address: MORRISONS SUPERMARKET PETROL FILLING STATION & CAR WASH BRUNSWICK ROAD PENRITH CA11 7JU
Description: Advertisement consent for replacement of existing signage.

Planning application number: 18/0119

Site address:	LAUREL BANK FELL LANE PENRITH CA11 8AA
Description:	Listed Building consent for roof alterations.

Planning application number: 18/0124

Site address: BARN AT LADYS WOOD HOUSE ROUNDTORN PENRITH CA11 8SJ

Description:	Change of Use of barn and part field to tourist accommodation and garden.
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8. Neighbourhood Plan Update

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

9. Next Meeting

To note that the next Planning Committee Meeting will be held 9 April 2018 2.15pm – 2.50pm, in Rm.2 Parish Centre, St Andrews Place

For the attention of the Planning Committee

Councillor S Jackson Chairman
Councillor P Baker
Councillor D Graham
Councillor R Kenyon

For information to all other Councillors

Councillor R Burgin
Councillor M Clark
Councillor S Connelly
Councillor D Lawson
Councillor J Monk
Councillor J Thompson
Councillor D Whipp



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Tel: 01768 899773 Email: deputytownclerk@penrithtowncouncil.co.uk

Minutes of the meeting of the:

PLANNING COMMITTEE

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

PRESENT:

Cllr Jackson - Chairman
Cllr Baker
Cllr Kenyon

Deputy Town Clerk

MINUTES FOR THE PLANNING COMMITTEE

5 February 2018

2.15PM – 2.55 PM Unit 1, Church House, 19-24 Friargate, Penrith

PL/18/86 Apologies for Absence

Apologies for absence were received from Councillor Graham.

PL/18/87 Minutes of Previous Meeting

Members **RESOLVED** that the minutes of the meetings of the Planning Committee held on Monday 9 January 2018 be signed by the Chairman as a true and accurate record.

PL/18/88 Declarations of Interest and Dispensations

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

For clarity and transparency Councillor Jackson declared that Eden District Council, at their last meeting which he had been absent from, had nominated him to be the district's liaison on the Omega Proteins Liaison Group. He explained that he had not attended a meeting, or talked to anyone on the group, and that he would be declining the position as it was a conflict of interest with his role of Chairman of the Town Council's Planning Committee.

PL/18/89 Public Participation

No members of the public had requested in writing to speak prior to the meeting.

PL/18/90 Public Bodies (Admissions to Meetings) Act 1960 – Excluded Items

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

PL/18/91 Planning Applications

a) Delegated Responses

Members noted the planning responses submitted under delegated authority by the Town Clerk

Planning application number:	17/0966
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Site address: 42 NETHEREND ROAD PENRITH CA11 8PH
Description: Proposed side extension

Response: Green profiled steel cladding is out of keeping in a residential setting and the fact that the proposed 'agricultural style' structure is on a corner/junction will mean that it is prominent. Such a structure being visible above the fence line is of concern. The existing polytunnel may not be attractive but it is not visible above the fence line.

It would have been helpful to learn what the neighbours think of the proposal.

OBJECT on the grounds that the cladding materials are out of character in a residential environment.

Planning application number: 17/0945
Site address: NORTH FRIARAGE FRIARGATE PENRITH CA11 7XR
Description: Change of use of offices to form additional residential accommodation.

Response: No objection, the application just seeks to extend the existing residential house back into what was previously part of the house. It would be useful to have comments from the heritage officer but they are unavailable at the current time. Any development must be sympathetic and respect the form of the listed building and use traditional crafts and design

Planning application number: 17/0946
Site address: NORTH FRIARAGE FRIARGATE PENRITH CA11 7XR
Description: Listed building consent for creation of internal doorway.

Response: No objection

Planning application number: 17/1030
Site address: ULLSWATER ROAD GARAGE UNIT10 ULLSWATER ROAD
BUSINESS PARK ULLSWATER ROAD PENRITH CA11 7EH
Description: Canopy over existing car valeting services

Response: While the rationale for specifying a canopy height of 4.2 meters is acknowledged and accepted, it is considered the height of the proposed structure to be inappropriate to such a prominent location at a gateway to the town. If as is stated the proposed canopy will be susceptible to damage by passing HGVs then it (car valeting area) is wrongly located and should be re-positioned. The proposed structure would be less obtrusive if positioned next to the main building.

Members considered the application and, in the absence of any material planning grounds, confirmed their previous response sent back to Eden District Council.

Planning application number:	17/1040
Site address:	LAND ADJACENT TO SALKELD ROAD FAIRHILL PENRITH
Description:	Variation of condition 2 (Plans compliance) to amend house type for plot nos 48-53 and repositioning of plots 1-3 attached to approval 15/0799.

In the absence of additional information relating to the reasons for the change in house type, no comments are submitted on this application

Planning application number:	17/1020
Site address:	BLAIN HOUSE BRIDGE LANE PENRITH CA11 8QU
Description:	Variation of condition 3 (windows) to change from non-opening windows to restricted opening, attached to approval 13/0804.

Response: No Objection

Planning application number:	17/1071
Site address:	7 MANOR PARK PENRITH CA11 8AL
Description:	Retrospective application for the retention of 17m of 1.8 high fencing between points A and E as illustrated on Plan no1

Response: No objection, subject to confirmation that the Highways Agency has approved retention of this 17 metre section.

Planning application number:	17/1086
Site address:	PENRITH RUGBY UNION FOOTBALL CLUB WINTERS PARK PENRITH CA11 8RG
Description:	Variation of condition 2 (plans compliance) to include a reduction in pitch size and removal of condition 3 (surface water drainage) to include a revised drainage strategy attached to approval 17/0146.

Response: No Objection

c) Planning Applications for Consideration

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

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

Planning application number: 18/0065
Site address: PINFOLD NICHOLSON LANE PENRITH CA11 7UL
Description: 1) Remove Sycamores less than 7cms diameter; 2) Remove mutli-stemmed Cypress; 3) Target prune Cherry overhang back to wall; 4) Remove 4 Cypress stems; Penrith New Streets Conservation Area.

RESOLVED that a response of No Objection be returned to EDC.

Planning application number: 18/0029
Site address: 25 NETHEREND ROAD PENRITH CA11 8PH
Description: Proposed extension and alterations.

RESOLVED that a response of No Objection be returned to EDC

Planning application number: 18/0048
Site address: OMEGA PROTEINS GREYSTOKE ROAD PENRITH CA11 0BX
Description: Erection of a tipping shed and hardstanding, relocation of existing SRU tank and pipework to enable formation of vehicular access, formation of a pond and associated car park, pathways and landscape planting scheme.

RESOLVED that a response of NO Objection be returned to EDC

RESOLVED that the following item be considered as a matter of urgency at this meeting due the deadline for a response to be submitted.

PL/18/92 Strategic Road Network Consultation

Members considered the consultation document from the Department for Transport on 'Shaping the Future of England's Strategic Roads' which required a response by 7 February. Although it had been received previously, advice had been received from Highways England at that time that this was a strategic document and that separate consultation would be received on the duelling of the A66 and any suggestions for the junction at Penrith. At this point the Town Council would be consulted.

Councillor Baker had attended a meeting on 31 January with EDC, landowners, Highways Agency and other interested parties regarding Eden's Vision and was advised by the representative of the Highways Agency to submit any comments now which could help shape proposals for Penrith.

Members considered the suggestion by Highways England of a flyover at Kemplay Bank, together with alternatives put forward by landowners (a road from Kirkby Thore behind Whinfell, Cliburn and Clifton following the old railway line to a new Junction 39a on the M6) and EDC (a bypass behind the Beacon and joining at J40 on the M6)

RESOLVED that a response be sent back strongly objecting to a flyover which it was agreed would exacerbate any problems and create a bottleneck at J40 and be environmentally and economically disastrous for the town. The two alternative suggestions were considered. Although no preference was expressed, Highways England would be requested to work closely with the local authorities and organisations to consider alternative plans for .

PL/18/93 Neighbourhood Plan Feedback

Councillor Baker updated Members on the progress of the Neighbourhood Plan advising that two working group meetings had been held, one on which green spaces to protect and one on the town centre. The next meeting of the full Neighbourhood Plan Group would be held on 27 February 2018.

PL/18/94 Meeting Dates and Times 2018-2019

Members considered the proposed dates for Planning Committee meetings for the 2018-2019 municipal year. Members were advised that holding the meetings on the first Monday of the month fitted nicely with EDC Planning Committee dates which were always the third Thursday of the month to allow any comments to be submitted in a timely manner.

RESOLVED that:

1. the dates of meetings for the 2018-2019 municipal year be confirmed as: 4 June, 2 July, 3 September, 1 October, 5 November, 3 December, 7 January 2019, 4 February and 1 April; and
2. meetings would commence at 2.15pm

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Chairman

PENRITH TOWN COUNCIL

PLANNING COMMITTEE:

5 March 2017

MATTER:

**Planning Committee and
Neighbourhood Plan Workplan
Review 2017-2018**

AUTHOR:

**R. RICHARDSON
DEPUTY TOWN CLERK**

ITEM NO: 6

1. Purpose of Report

Members are asked to note the report.

2. Recommendation

That the Work Plan be approved at the full meeting of the Council in May 2018.

3. Report Target/Measures

The Work Plan takes from the Council Plan 2016 -2021, the priorities which are relevant to the Full Council's portfolio. The Work Plan is how the Council's priorities, objectives and strategic activities as recorded in the Council Plan are delivered.

4. Policy Framework

The Council has six priorities which are:

Health & Wellbeing:

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

Economic Development:

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

Transport:

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

Growth:

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

Community Engagement:

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

Core Council Business:

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

5. Implications

Legal

There are no legal implications arising from this report.

Financial

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

6. Risk Management

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

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

Planning Committee and Neighbourhood Plan Group Workplan Review 2017-2018

Strategic Priority 1: Health & Wellbeing				Responsibility - ALL	
Objective	Target/Measure	Timescales	Progress at 5 June 2017	Outturn - progress at 31 March 2018	Reason for any under performance and revised date when target will be met
Develop & Implement a comprehensive and sustainable long-term plan for parks and green spaces	1. Develop an Open Spaces Strategy as part of the Neighbourhood Plan process which would include inviting developers to include green open spaces in perpetuity and landscaping using native trees and fruit trees in design briefs.	2016-2019	1. The NP Group have agreed to look at designating one green space in each ward as a designated local green space and that each green space within Penrith should be assessed against the national criteria.	1. The NP Group have identified all green spaces, assessed them against national criteria and earmarked those they would wish to protect in the neighbourhood Plan.	
Develop & Implement a comprehensive and sustainable long-term plan for parks and green spaces	2. Develop Management & Improvement Plans (MIPs) for all parks & green spaces	2016-2019	2. Preliminary discussions with developers include the requirement of the Town Council to provide green space in perpetuity using native trees and fruit trees	2. Work is on-going with developers to incorporate green spaces into developments	

Objective	Target/Measure	Timescales	Progress at 5 June 2017	Outturn - progress at 31 March 2017	Reason for any under performance and revised date when target will be met
Develop & Implement a comprehensive and sustainable long-term plan for parks and green spaces (continued)			3. Work on developing a management plan will commence once green spaces have been mapped and assessed	Work is on-going with community groups and residents to develop plans for green spaces as they are transferred to PTC	
Value & Protect Penrith's parks and green spaces	1. Create functional maps of Penrith's green spaces and green links and create on line interactive route maps	2016-2019	1. Some work is already available on mapping greenspaces. This work is on-going but will need to link with development of the website.	1. Green spaces have been mapped on the software but more work needs to be undertaken on the website	
	2. Research and plan a network of corridors linking Penrith's open spaces and the river as part of the Neighbourhood Plan process	2016-2019	2. As above.	2. On-going – see above	

Objective	Target/Measure	Timescales	Progress at 5 June 2017	Outturn - progress at 31 March 2017	Reason for any under performance and revised date when target will be met
Value & Protect Penrith's parks and green spaces (continued)	3. Register open spaces and use national agencies to support their preservation such as spaces in trusts for additional protection	2016-2019	3. Work has started on mapping the green spaces and assessing them against national criteria with a view to designating local green space for added protection.	3. All green spaces have been identified and mapped and some spaces earmarked for protection on the Neighbourhood Plan.	
Provide inclusive walking and cycling opportunities in and around Penrith	Encourage the development of a network of improved walking and cycling routes in and around the town, to shared-use footpath standards when & where possible. Discuss with planners integrated sustainable low carbon routes as part of design briefs	2016-2019	During preliminary discussions with developers, sustainable walking and cycling routes have already been raised and this will be on-going.	A policy is being developed through the Neighbourhood Plan on walking and cycling.	

Objective	Target/Measure	Timescales	Progress at 5 June 2017	Outturn - progress at 31 March 2017	Reason for any under performance and revised date when target will be met
Promote accessibility & inclusivity	Invite Penrith Access Group campaign to participate in the Neighbourhood Plan	2016-2019	Penrith Access Group are invited to attend the meetings of the Neighbourhood Plan Group and will be consulted throughout the process.	Penrith Access Group are invited to attend the meetings of the Neighbourhood Plan Group and will be consulted throughout the process.	
Protect & improve Penrith's tree lined streets for future years and generations and to facilitate flood ameliorisation	Develop and planning document that requires tree planting in respect of new developments.	2016-2019	Developers already encouraged to include landscaping using native trees and fruit trees	Draft policy in the Neighbourhood Plan for open space, landscaping, native trees and fruit trees	

Priority	Target/Measure	Timescales	Progress at 5 June 2017	Outturn - progress at 31 March 2017	Reason for any under performance and revised date when target will be met
Pedestrianisation	Work closely with partners with a view to developing the town centre pedestrianisation via the Neighbourhood Plan process	2016-2019	On-going. The initial Neighbourhood Plan consultation gathered views on pedestrianisation.	Work is on-going.	
Extend town centre improvements with the implementation of a coherent design for street furniture and landscaping	Commission a specialist report setting out guidelines on future street furniture, signage, soft and hard landscaping, lighting and their maintenance in the town centre	2016-2019 ongoing thereafter	The initial Neighbourhood Plan consultation gathered views on street furniture, signage and the town centre.	A draft policy has been drafted for incorporation in the Neighbourhood Plan	

Strategic Priority 2: Economic Development				Responsibility - ALL	
Priority	Target/Measure	Timescales	Progress at 5 June 2017	Outturn - progress at 5 June 2017	Reason for any under performance and revised date when target will be met
Look at improvements to the town centre including the development of an arts/cultural area	Commission a specialist report setting out guidelines on shopfronts, street furniture and street scape and establish a cultural strategy to explore how to enhance and develop them in the town	2017-18 ongoing thereafter	The initial Neighbourhood Plan questionnaire gathered information about shopfronts, street scape, street furniture, arts and culture and will be used to draw up a strategy to take this forward.	A mapping exercise on shopfronts and retail usage has been undertaken and draft policies on street furniture, signposting, greening and shop front designs have been drawn up.	
Transport Infrastructure	Work with EDC and CCC to improve highways infrastructure in and around Penrith, improve traffic congestion and reduce carbon emissions from town centre traffic	2016-2019	1. The initial Neighbourhood Plan questionnaire gathered views about highways infrastructure and parking.	A draft policy on transport has been drawn up and officers have been involved in an initial meeting with CCC and EDC officers to consider highways issues.	

Priority	Target/Measure	Timescales	Progress at 5 June 2017	Outturn - progress at 5 June 2017	Reason for any under performance and revised date when target will be met
Transport Infrastructure			2. The Highways Agency have agreed funding to dual the A66 and plans have been put forward for an eastern by-pass.	PTC have submitted a consultation response on the proposed flyover objecting to this proposal. Comments were submitted about the alternate suggestion of a southern bypass.	
Parking	Encourage EDC to pursue a strategic review of parking provision in the town including location and number, to ensure it is sufficient for those working in and visiting the town	2016-2019	<p>1. CCC will be commencing a parking study about on street parking that PTC will contribute to.</p> <p>2. PTC have asked EDC to undertake a scrutiny review on off street parking in the town.</p>	<p>1. PTC have been met CCC and EDC officers to consider the commencement of the traffic movement and parking study.</p> <p>2. EDC rejected the suggestion of a Scrutiny Review.</p>	

Strategic Priority 4: Growth				Responsibility - ALL	
Priority	Target/Measure	Timescales	Progress	Outturn - progress at 5 June 2017	Reason for any under performance and revised date when target will be met
Consultation	Respond to planning application consultations from the local planning authority	Ongoing	<p>1. All planning applications for Penrith are responded to within the necessary planning timescales.</p> <p>2. Extensions to the timescales are requested to enable the Planning Committee to consider the application in Target/Measure.</p>	<p>1. All planning applications for Penrith are responded to within the necessary planning timescales.</p> <p>2. Extensions to the timescales are requested to enable the Planning Committee to consider the application in Target/Measure.</p>	

Priority	Target/Measure	Timescales	Progress	Outturn - progress at 5 June 2017	Reason for any under performance and revised date when target will be met
Neighbourhood Plan	Develop and implement at Neighbourhood Plan	2016-2019	A planning consultant was appointed in December 2016 and work on the Neighbourhood Plan process has commenced. At the present time it is hoped to go to referendum in May 2019.	A draft Neighbourhood Plan document and policies have been prepared. Work is on-going to refine them prior to going out to consultation.	

Priority	Target/Measure	Timescales	Progress	Outturn - progress at 5 June 2017	Reason for any under performance and revised date when target will be met
Ensure appropriate and high quality developments are encouraged and supported.	Actively participate in planning consultations and encourage developers to talk to PTC prior to submitting their applications so that we can encourage all new developments to include an element of affordable housing, housing that matches the demographic and other features such as open spaces and play areas for the benefit of the people who will live there and which fit in with the vernacular of the town.	Ongoing	All developers have been contacted and invited to talk to PTC prior to submitting their application. Where this hasn't happened and an application is submitted for consideration, individual developers are invited to a meeting of PTC to explain the development hear about the features that PTC would wish to see in the full application.	All developers have been contacted and invited to talk to PTC prior to submitting their application. Where this hasn't happened and an application is submitted for consideration, individual developers are invited to a meeting of PTC to explain the development hear about the features that PTC would wish to see in the full application.	

Priority	Target/Measure	Timescales	Progress	Outturn - progress at 5 June 2017	Reason for any under performance and revised date when target will be met
Consider improvements to the town centre including the development of an arts/cultural area	Commission a specialist report setting out guidelines on shopfronts and establish a strategy to explore how to enhance and develop them in the town.	2017-2018 Ongoing thereafter	The initial Neighbourhood Plan questionnaire gathered views about shop fronts and the town centre which will be taken into account when considering policies.	A mapping exercise on shopfronts and retail usage has been undertaken and draft policies on street furniture, signposting, greening and shop front designs have been drawn up.	