



Penrith Town Council

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

Tel: 01768 899 773 Email: office@penrithtowncouncil.gov.uk

DATE: 31 October 2022

NOTICE IS HEREBY GIVEN that an **ORDINARY MEETING** of **THE PLANNING COMMITTEE** will be held on Monday 7th November 2022, at 1.30pm and you are hereby **SUMMONED** to attend to transact the business as specified in the agenda and reports hereunder.

The meeting will be held at Unit 2, Church House, 19-24 Friargate, Penrith.

To assist in the speedy and efficient dispatch of business', Members should read the agenda and reports in advance of the meeting. Members wishing to obtain factual information on items included on the agenda are asked to enquire of the relevant officer **PRIOR** to 9.00am on the Friday prior to the meeting.

Members are asked to indicate if they wish to speak on an item **PRIOR** to the meeting (by 10.00am on the day of the meeting at the latest) by emailing office@penrithtowncouncil.co.uk

COMMITTEE MEMBERSHIP

Cllr M Clark	South Ward	Cllr. C Shepherd	East Ward
Cllr Kenyon	North Ward	Cllr. M Shepherd	North Ward
Cllr Knaggs	West Ward	Cllr Snell	West Ward
Cllr Lawson	Carleton Ward		

Mrs V. Tunnadine, Town Clerk

Public Participation

Members of the public are welcome to attend. Details about how to attend the meeting remotely, and how to comment on an agenda item are available on the Town Council Website.

Filming

Please note that this meeting may be filmed for live or subsequent broadcast via the internet or social media.

Please be advised that the Town Council does not record or live stream meetings.

Penrith Town Council fully supports the principle of openness and transparency and has no objection to filming and reporting at its Full Council, and Committee meetings that are open to the public. It also welcomes the use of social networking websites, such as Twitter and Facebook, to communicate with people about what is happening, as it happens. Filming will only commence at the beginning of a meeting when the Chair opens the meeting with apologies and will finish when the meeting is closed or when the public may be excluded from an exempt item. The Council, members of the public and the press may record/film/photograph or broadcast this meeting when the public and the press are not lawfully excluded.

General Power of Competence

The Town Council resolved from 20 May 2019, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

AGENDA FOR THE MEETING OF PLANNING COMMITTEE MONDAY 7th NOVEMBER 2022

PART I

1. Apologies For Absence

Receive apologies from Members.

2. Appointment of Vice Chair

To appoint a Vice Chair of the Planning Committee for the remainder of the municipal year.

3. Minutes

Authorise the Chair to sign, as a correct record, the minutes of the meeting of the Planning Committee held on Monday 3 October 2022 and agree they be signed as such.

4. Declarations of Interests and Requests for Dispensations

Receive declarations by Members of interests in respect of items on this agenda and apply for a dispensation to remain, speak and/or vote during consideration of that item.

ADVICE NOTE:

Members are reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting.) Members may, however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registrable or other interests. 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 Monitoring Officer at least 24 hours in advance of the meeting

5. Public Participation

Receive any questions or representations which have been received from members of the public. A period of up to 15 minutes for members of the public to ask questions or submit comments.

ADVICE NOTE:

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. The public must make a request in writing to the Town Clerk **PRIOR** to the meeting, when

possible. A member of the public can speak for up to three minutes. A question shall not require a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given

6. EXCLUDED ITEM: Public Bodies (Admissions to Meetings) Act 1960

Determine whether item/s should be considered without the presence of the press and public, pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960, as publicity relating to that (any of those) matter/s may be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for the other special reasons noted in relation to that matter on the agenda.

To go immediately prior to excluded item add a note to the item on the agenda to explain the reason and which in turn would form part of the resolution

7. Planning Act 2008 – Section 88 and 89 and The Infrastructure Planning (Examination Procedure) Rules 2010 – Rules 4,6,9 and 13

To note the information provided by the Planning Inspectorate for the appointment of the examining authority, invitation to the preliminary meeting and notification of hearings.

8. The County of Cumbria (Various towns and Villages in the District of Eden)(Consolidation and Provision of Speed Limits) Order 20

To consider and respond to the formal consultation on

- i. the introduction of a 30mph speed limit on the U3481 Carleton Brow Penrith and
- ii. to extend the existing 40mph speed limit on the B5288 Newton Road, Penrith.

9. Responses to Tree Works

To receive information from the Tree Officer at Eden District Council with regard to responses to tree work applications

10. Eden Settlement Study

To consider the Settlement Study methodology and settlements and provide a response back to Eden District Council.

11. 2023/24 Budget: Process and Proposals

To consider the process for the 2023/24 budget.

12. Planning Applications

a) DELEGATED RESPONSES TO NOTE

Planning application number:	22/0727
Site address:	SYCAMORE HOUSE ARTHUR STREET PENRITH CA11 7TX
Description:	Conservation area tree works - T1 Cyprus - remove. T2 Holly - reduce to hedge height. T3 shrub - reduce to hedge height.
Response	No objection but would wish to see some replacement planting for the Cyprus

Planning application number:	22/0728
Site address:	3 JUBILEE LODGE BEACON EDGE PENRITH CA11 7SQ
Description:	Conservation area tree works - removal of tree.
Response	No Objection, but would like to see some replacement planting to help climate mitigation and to enhance greening and biodiversity

Planning application number:	22/0730
Site address:	1 JUBILEE LODGE BEACON EDGE PENRITH CA11 7SQ
Description:	Conservation Area tree works - removal of tree.
Response	No Objection, but would like to see some replacement planting to help climate mitigation and to enhance greening and biodiversity

Planning application number:	22/0662
Site address:	21 CLIFFORD ROAD PENRITH CA11 8PP
Description:	Addition of front porch extension and creation of parking area.
Response	No Objection

Planning application number:	22/0717
Site address:	UNIT 2A HAWESWATER ROAD PENRITH INDUSTRIAL ESTATE PENRITH CA11 9EU
Description:	Change of use from Class E to Class B8 for storage.
Response:	No Objection

Planning application number:	22/0744
Site address:	HILL HOUSE FELL LANE PENRITH CA11 8BJ
Description:	Listed Building Consent for the opening of a new internal doorway between living room and hall and for the existing opening studwork to be blocked up.
Response:	No Objection

Planning application number:	22/0745
Site address:	LAND AT EAMONT CHASE CARLETON PENRITH CA11 8TY
Description:	Non Material Amendment to change the house types for plots 8 and 53 from Dee bungalows to Tay dormer bungalows, attached to approval 20/0995.
Response	Although this is a non material amendment, Penrith Town Council objects to the proposal to change to dormer bungalows. Our housing survey for the NDP shows a requirement for affordable <i>bungalows</i> . The reason for the need for affordable bungalows that elderly people (and we have the most elderly population of any county in the UK) or those with a family members who is disabled, do not wish to have their master bedroom, or any rooms at all, upstairs. The stairs are clearly the issue. There is an abundance of affordable homes with stairs currently being built within Penrith.

b) PLANNING APPLICATIONS FOR CONSIDERATION

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:	22/0747
Site address:	LAND NORTH OF EDEN BUSINESS PARK OFF COWPER ROAD PENRITH CA11 9FW
Description:	Outline application for B2, B8 and E(g) development, with all matters reserved.

Planning application number:	22/0739
Site address:	SWAN HOUSE LAND OFF GREENBANK ROAD EDEN BUSINESS PARK PENRITH CA11 9FB
Description:	Advertisement Consent for 2no illuminated and 1no non-illuminated fascia signs.

Planning application number:	22/0764
Site address:	PLOT 1 LAND NORTH OF EDEN BUSINESS PARK COWPER ROAD PENRITH CA11 9FW
Description:	Reserved Matters application for access, appearance, landscaping, layout and scale for Plot 1, attached to Outline approval 21/0295.

Planning application number:	22/0788
Site address:	LAND OFF MILE LANE PENRITH
Description:	Erection of new office accommodation.

Planning application number:	22/0770
Site address:	GOODWOOD CARLETON ROAD PENRITH CA11 8LT
Description:	The annual removal of epicormic growth to 7no trees subject to TPOs, comprising 3no Lime trees, 3no Sweet Chestnuts and 1no Oak.

Planning application number:	22/0785
Site address:	THE HOLLIES WORDSWORTH STREET PENRITH CA11 7QZ
Description:	Lift lower crowns of 4no trees (Lime, Beech and Horse Chestnut) to 8ft above footway and clearance of branches from street light

Planning application number:	22/0766
Site address:	2 FOREST HILL ROAD BOWSCAR PENRITH CA11 8RS
Description:	Proposed two storey extensions to front and rear.

13. Next Meeting

Note the next meeting is scheduled for 5 December 2022 at 1.30pm, Unit 2, Church House, 19-24 Friargate, Penrith, Cumbria, CA11 7XR.

PART II PRIVATE SECTION

There are no further items in this part of the Agenda

FOR THE INFORMATION OF ALL MEMBERS OF THE PLANNING COMMITTEE AND FOR INFORMATION TO ALL REMAINING MEMBERS OF THE TOWN COUNCIL

Access To Information

Copies of the agenda are available for members of the public to inspect prior to the meeting. Agenda and Part I reports are available on the Town Council website or, in the case of planning applications, the link to applications on the Eden District Council Website can be found above

Background Papers

Requests for the background papers to the Part I reports, excluding those papers that contain exempt information, can be made to the Town Clerk address overleaf between the hours of 9.00 am and 3.00 pm, Monday to Wednesday via office@penrithtowncouncil.co.uk



Penrith Town Council

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

Tel: 01768 899 773 Email: office@penrithtowncouncil.gov.uk

DRAFT Minutes of the meeting of

PLANNING COMMITTEE

Held on **Monday 3 October 2022**, at 1.30pm. Board Room, Unit 1, Church House, 19-24 Friargate, Penrith, Cumbria, CA11 7XR.

PRESENT

Cllr Kenyon	North Ward
Cllr Knaggs	West Ward
Cllr C Shepherd	East Ward
Cllr Snell	West Ward

Deputy Town Clerk

The Town Council resolved from 20 May 2019, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

MINUTES FOR THE MEETING OF PLANNING 3 OCTOBER 2022

PART I

PL22/159 Apologies for Absence

Apologies for absence were received from Councillors M Clark and M Shepherd.

Councillor Lawson was absent without apologies.

PL22/160 Minutes

RESOLVED THAT:

The Chair be authorised to sign, as a correct record, the minutes of the meeting of the Committee held on Monday 3 October 2022 and agreed they be signed as such, when permissible.

PL22/161 Declaration of Interests and Requests for 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. No declarations were received.

PL22/162 Public Participation

Members noted that there were no questions or representations that had been received from members of the public prior to the meeting.

PL22/163 EXCLUDED ITEM: Public Bodies (Admission to Meetings) Act 1960

Members considered whether any items on the agenda should be considered without the presence of the press and public, pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960, and agreed that there were no applications to be considered without the press or public present.

PL22/164 Budgetary Control Statement: Ended 31 August 2022

Members noted the Budgetary Control Statement for the five months ended 31 August 2022.

PL22/165 Proposed Base Station Installation Upgrade at Cornerstone 12144704, Land Adjacent to B288, Newton Road, Penrith, Cumbria, CA11 0DW, NGR: E: 350235 N: 530089

Members considered a pre-application planning consultation for an installation upgrade on Newton Road.

RESOLVED THAT:

A response be returned, without prejudice, that as it stands Penrith Town Council sees no issue with the application which will be considered properly once a formal application has been submitted.

PL22/166 Planning Applications

a) Delegated Responses

Members noted the planning responses submitted by the Deputy Town Clerk under delegated authority on behalf of the committee between the scheduled meetings of the Committee:

Planning application number:	22/0615
Site address:	2 WATSON TERRACE PENRITH CA11 7ND
Description:	Conservation area tree works: Remove leylandii
Response	No Objection

Planning application number:	22/0598
Site address:	WILLOWAY NICHOLSON LANE PENRITH CA11 7UH
Description:	Fell Laburnum in Conservation Area.
Response	No Objection but would like to see some replanting with native tree or bush to assist carbon retention and for biodiversity

Planning application number:	22/0510
Site address:	Santander 10 MARKET SQUARE PENRITH CA11 7BY
Description:	Advertisement Consent for the internal installation 1no floor standing TV screen within a metal shroud.
Response	No Objection

Planning application number:	22/0619
Site address:	THE GRANARY ROUNDTORN PENRITH CA11 8SJ
Description:	Proposed alterations and extension.
Response	No Objection

Planning application number:	22/0638
Site address:	8 KEMPLAY FOOT EAMONT BRIDGE PENRITH CA10 2BD
Description:	Removal of wall to create parking area.
Response	No Objection but would wish it to be conditioned that the back wall is constructed in stone using reclaimed stone from the front as stone walls are a feature of this area.

Planning application number:	22/0640
Site address:	2 BOWSCAR ROAD BOWSCAR PENRITH CA11 8RR
Description:	Proposed extension to provide ancillary annex accommodation.
Response	No Objection

Planning application number:	22/0610
Site address:	LAND AT RAISELANDS FARM PENRITH CA11 9NQ
Description:	Discharge of condition 7 (construction method statement), attached to approval 14/0405. Revision of 18/0625.
Response	<p>OBJECTION on the following grounds: ·</p> <p>Although better than the last document, the CMS is a generic document which includes incorrect information such as dates which should be updated or shown as complete. Should EDC approve the application Penrith Town Council would wish to see the following included:</p> <p>The schedule of drainage work needs to be updated as the dates included within it are out of date. This needs to be kept in line and up to date during the works to prevent local run off during the standard construction ie building houses.</p> <p>Noise and vibration monitors should be installed on at least two neighbouring residential properties, agreed with EDC prior to undertaking any piling and a British Standard should be quoted</p> <p>The complaints procedure is unsatisfactory as residents do not have a relationship with the developer. There have been issues with this site from the onset. As well as a complaints telephone number, there must be a commitment from non-site personnel from the developer such as the construction director to monitor on-going development and hold regular meetings, initially monthly with EDC and residents, facilitated by EDC to ensure that any problems are rectified quickly. If the time between these meetings can be extended or if the meetings become unnecessary this needs to be agreed by both EDC and the residents.</p> <p>EDC must consider suitable enforcement actions should the developer not be complying with agreed proposals.</p>

Planning application number:	22/0647
Site address:	FOR FARMERS HAWSWATER ROAD PENRITH CA11 9EH
Description:	Installation of new silo.
Response:	No Objection

Planning application number:	22/0651
Site address:	29 PARKLANDS WAY PENRITH CA11 8SD
Description:	Addition of two storey side extension, single storey rear extension and internal alterations.
Response:	No Objection

Planning application number:	22/0670
Site address:	21 RAISELANDS CROFT PENRITH CA11 9JH
Description:	Two storey rear extension.
Response:	No Objection

b) Planning Applications Considered

Members considered the following applications which had been received and which required a committee decision. Further information could be found on the Eden District Council Website <https://plansearch.eden.gov.uk/fastweb/> by inserting the appropriate planning reference number

Planning application number:	22/0610
Site address:	LAND AT RAISELANDS FARM PENRITH CA11 9NQ
Description:	Discharge of condition 7 (construction method statement), attached to approval 14/0405. Revision of 18/0625.
Response:	<p>RESOLVED THAT:</p> <p>The following response be returned: Although the revised CMS is improved from the previous version, Penrith Town Council still has some concerns and would like to see the following included as conditions:</p> <ol style="list-style-type: none">1. The detail regarding noise monitors infers that noise and vibration monitors will only be used when there is piling on site. The Town Council would wish it to be clear that noise and vibration monitors should remain on site during the construction phase nearest the existing houses.2. This site has been problematical for residents throughout who have no relationship with the developer. The complaints procedure, although improved, is not satisfactory, and initially a monthly meeting (which can be extended as necessary) should be arranged by EDC with residents and the developers to discuss issues affecting them.

Planning application number:	22/0602
Site address:	LAND OFF GREENBANK ROAD EDEN BUISNESS PARK PENRITH CA11 9FB
Description:	Proposed Class E building for a learning/training swimming pool.
Response:	<p>RESOLVED THAT:</p> <p>A response of NO OBJECTION be returned to Eden District Council with a request that the following conditions be included:</p> <ol style="list-style-type: none"> 1. Renewable energy technologies, including PV panels, should be incorporated into the design and a BRE A construction method to include high levels of thermal performance should be used. 2. It is important that new buildings are future proofed at the build stage as soon as possible and to avoid expensive retrofitting later on. Wherever possible buildings should be sited to optimise passive solar gain. 3. Buildings should be constructed of sustainable thermally efficient buildings materials and include good insulation to reduce energy consumption as far as possible with water recycling methods included within the development. 4. The site should include good inter-connectivity to existing paths and tracks and sustainable transport methods, including electric vehicle/bike charging points should be heavily promoted and cycling and walking as a way to get to work or use the site encouraged. It would have been good to see a travel to work plan, such as the one included with application 20/0629 included with the application. 5. To help climate mitigation and in the interests of neighbours, native trees should be used for screening and to enhance greening and biodiversity within the plan area. 6. As the site is close to a wildlife area, design or landscape features should be incorporated to provide habitat for insects, nesting birds and other wildlife and the construction plan should be mindful of any potential wildlife on site.

Planning application number:	22/0617
Site address:	137 GRAHAM STREET PENRITH CA11 9LG
Description:	Single storey rear extension.
Response:	RESOLVED THAT: A response of NO OBJECTION be returned to Eden District Council.

Planning application number:	22/0648
Site address:	PLAYERS COURT CASTLEGATE PENRITH CA11 7HZ
Description:	Internal remodelling of existing 5no 1 bed flats and 6no bedsits to provide 9no self-contained 1 bedroom flats/maisonette and external works to include repairs to roof, walls and rainwater goods.
Response:	RESOLVED THAT: A response of NO OBJECTION be returned to Eden District Council with a condition that, although it is proposed to retain the façade of the building at the present time which is welcomed, this should be retained going forward to protect the integrity of the building.

Planning application number:	22/0679
Site address:	DAVIDSONS GARAGE SCOTLAND ROAD PENRITH CA11 7NR
Description:	Part retrospective application for the construction of a waiting room and car valeting bay, to facilitate the existing operation of a hand car wash.
Response:	RESOLVED THAT: A response of NO OBJECTION be returned to Eden District Council with the comments that Penrith Town Council would like a condition relating to associated noise (radio) to ensure it is kept to a minimum to ensure that the amenity or residents is not adversely affected.

Planning application number:	22/0566
Site address:	44 BRENTFIELD WAY PENRITH CA11 8DL
Description:	Replacement of single storey side extension with two storey extension to include additional ground floor living accommodation and first floor annex accommodation for a disabled person.
Response:	<p>RESOLVED THAT:</p> <p>A response be returned to Eden District Council OBJECTING to the application on the following grounds:</p> <ol style="list-style-type: none"> 1. There is insufficient information to make a decision about the exceptionality of the application based on the applicant's personal circumstances. 2. As it stands the development is inappropriate and incongruous with the local area in an area that was at the forefront of British Urban regeneration following WWII. The addition of such a large extension highly visible from the road changes the look of these houses. 3. Penrith Tow Council would be open to reconsider this application if more information was received to consider it as an exception.

Planning application number:	22/0692
Site address:	40 SALKELD ROAD PENRITH CA11 8RB
Description:	Addition of single storey rear extension, extension of first floor balcony and addition of front and side veranda.
Response:	<p>RESOLVED THAT:</p> <p>A response of NO OBJECTION be returned to Eden District Council.</p>

Planning application number:	22/0699
Site address:	25 PENNY HILL PARK PENRITH CA11 9JW
Description:	Erection of first floor bedroom extension over existing garage.
Response:	RESOLVED THAT: A response of NO OBEJECTION be returned to Eden District Council.

PTC22/167 Next Meeting

Members noted that the next meeting was scheduled for 7 November 2022 at 1.30pm, Unit 2, Church House, 19-24 Friargate, Penrith, Cumbria, CA11 7XR.

PART II PRIVATE SECTION

There are no further items in this part of the Agenda

CHAIR:

DATE:

FOR THE INFORMATION OF ALL MEMBERS OF THE PLANNING COMMITTEE AND FOR INFORMATION FOR ALL REMAINING MEMBERS OF THE TOWN COUNCIL

Access to Information

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Background Papers

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THE COUNTY OF CUMBRIA (VARIOUS TOWNS AND VILLAGES IN THE DISTRICT OF EDEN) (CONSOLIDATION AND PROVISION OF SPEED LIMITS) ORDER 2021

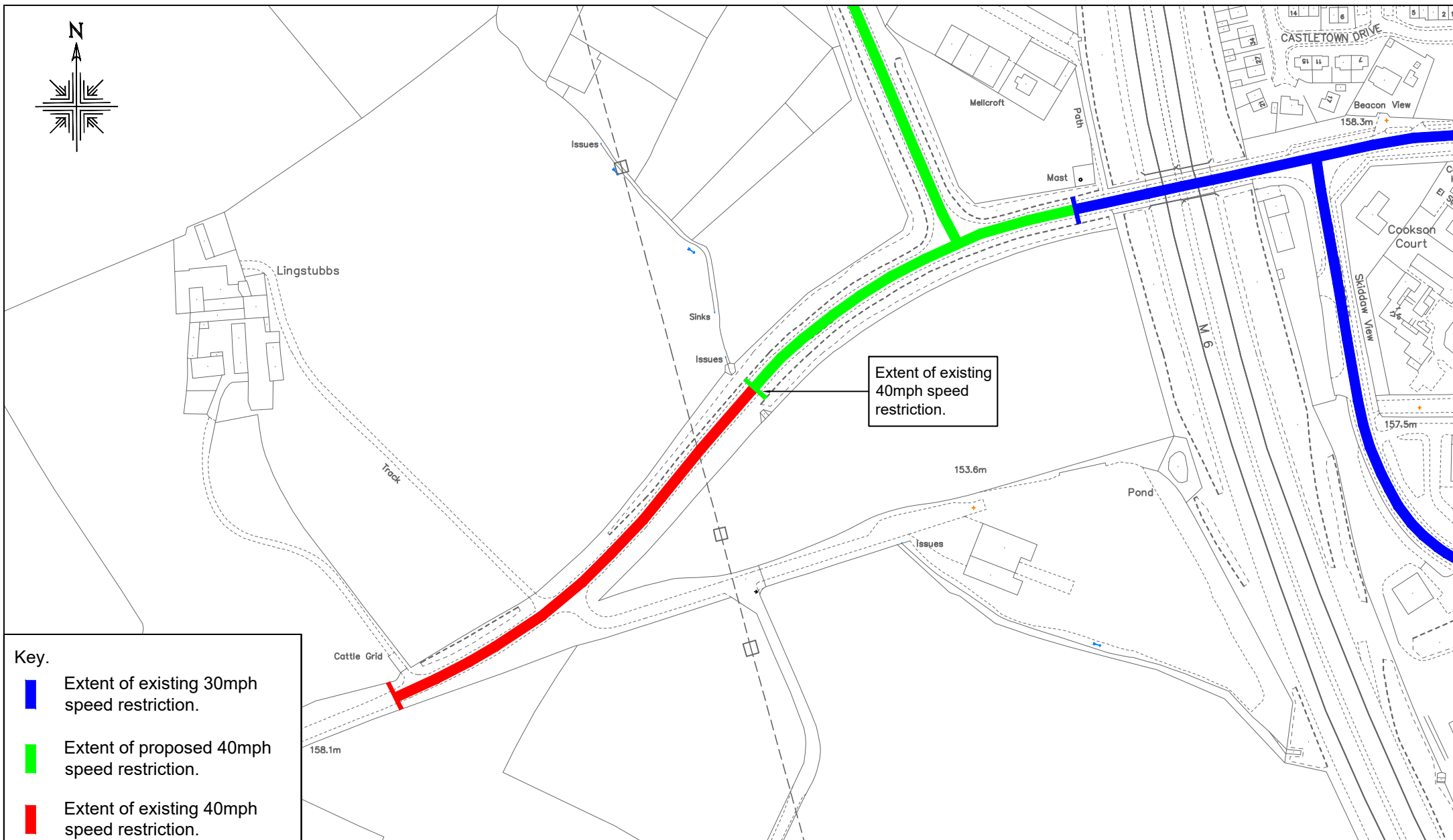
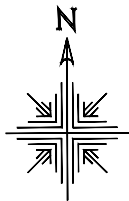
1. The Cumbria County Council hereby give notice that it proposes to make the above Order under Sections 84(1) and (2) and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984.
2. The effect of the proposed Order will be to consolidate the provisions of The County of Cumbria (Various Towns and Villages in the District of Eden) (Consolidation and Provision of Speed Limits) Order 2021 and introduce the following restrictions, into one concise order: -

The proposed restrictions are as follows: -




- (a) To extend the existing 30 mph speed limit on the B6412 in Culgaith;
 - (b) To extend the 30 mph speed limit on the A686 in Melmerby;
 - (c) To introduce a 30 mph speed limit on: -
 - i) the U3117, the C3039 and the U3116 in Garigill;
 - ii) the C3043 in Greystoke;
 - iii) the C3043, the U3385 and the U3167 in Helton;
 - iv) the U3481 in Penrith;
 - (d) To introduce a 40 mph speed limit on: -
 - i) the A686 in Alston;
 - ii) the C3043 in Bampton;
 - iii) the C1036 and the C3019 in Blencow;
 - iv) the B5305 and the U3445 in Catterlen;
 - v) the B6413 in Croglin;
 - vi) the B6412, the U3069 and the U3195 The Pea in Culgaith;
 - vii) the B5288 (north) and (south), the C3034, the C3014 and the C1036 in Greystoke;
 - viii) the A696 (west) and (east) in Melmerby; and
 - (e) To extend the existing 40 mph speed limit on the B5288 Newton Road, Penrith;
3. Full details of the proposed Order, together with plans showing the lengths of road concerned, a statement of the Council's reasons for proposing to make the Order, may be inspected at: -
 - i) Kirkby Stephen Library, Kirkby Stephen Local Links, Vicarage Lane, Kirkby Stephen, CA17 4QX,
 - ii) At the offices of the undersigned, and
 - iii) on the Council's website using the following link: -
<https://new.cumbria.gov.uk/parking-streets-and-transport/streets-roads-and-pavements/road-maintenance-closures-and-improvements/proposed-traffic-regulation-orders-tros>,
and may otherwise be obtained by emailing kim.baxter@cumbria.gov.uk.
4. If you wish to object or to make representations in relation to the proposed Order you should write to the undersigned, or email kim.baxter@cumbria.gov.uk, not later than 5 November 2022, marking your correspondence with reference KB/4.4.1103/15.1861.

Chief Legal Officer, Cumbria County Council, Cumbria House, 117 Botchergate, Carlisle,
CA1 1RD

Dated 15 October 2022



Key.

-  Extent of existing 30mph speed restriction.
-  Extent of proposed 40mph speed restriction.
-  Extent of existing 40mph speed restriction.



CUMBRIA HIGHWAYS
Skirsgill Highways Depot
Skirsgill,
Penrith.
CA10 2BQ
Tel: 0300 303 2992

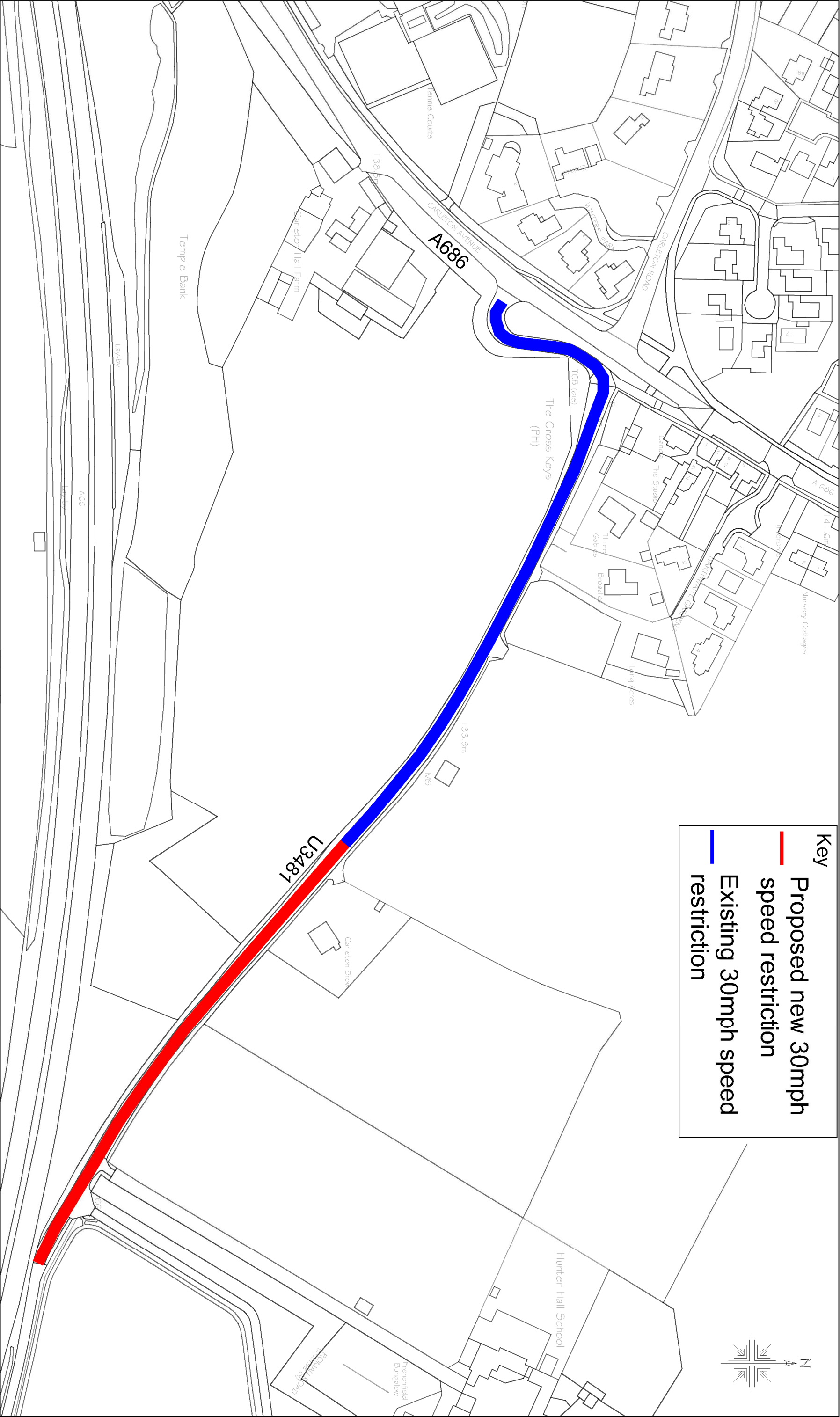
Castletown Bridge (M6 Overpass), Penrith
B5288
Extension of 40 mph Speed Limit.
Grid Ref: 350159,530055

Crown Copyright Licence LA 100019596

Drawing
No: B5288 40mph Cons Am1

Scale: NTS Date: 08.22

Drawn: DE Checked: LM



Key

Proposed new 30mph speed restriction

Existing 30mph speed restriction

Rev. No.	Date	Amendments	Initials	
			Made	Chk.

Scale: NTS

Date: Aug 22

Proposednew 30mph Speed Restriction

U3481 Carleton Brow Penrith

Grid Ref 353191,529540

Drawn	JBM
Checked	LM
Approved	LM
Drawing No.	Carleton - 30 - 08.22

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Cumbria

County Council

Cumbria Highways
Skirsgill Depot
Penrith
Cumbria
CA10 2BQ
Tel: 01768 812315
Fax: 01768 812391
e-mail:

Eden Settlement Study - Draft Methodology

1. Introduction

This paper seeks to set out a draft methodology for undertaking a Settlement Study (the Study). The methodology will be finalised in consultation with CALC, EALC and Town and Parish Councils. The methodology will remain 'live' providing the flexibility to address any issues not foreseen at the outset. It should be noted that there is no officially set methodology in undertaking a Settlement Study. Also it should be noted that the Study will cover settlements outside the two national parks¹.

The study will be led by Eden Council's Planning Policy Team but will largely be undertaken by local community representatives (areas where community input is sought are highlighted in green).

The purpose of the Study is to **provide an understanding of the nature, role and function of settlements across Eden and how they inter relate to each other** and will help to inform where future development is located in the new Local Plan for Westmorland and Furness Council.

Settlement studies can be used to inform decisions on the current and future roles of settlements, and their place within a settlement hierarchy. However this is in the context of the fact that:

- Sustainability needs to be defined according to the local circumstance. What is considered sustainable in a more 'urban' environment will be different from that in a more rural area.
- The role of a settlement and its place within a settlement hierarchy may also be dependent on its **potential** for development, including development that would support existing, or attract new, services and facilities.

Understanding the nature of different settlements and the roles they can play is essential in developing and delivering a development. With this in mind, the aim of the Study is -

1. To understand the level of economic and social infrastructure within each settlement currently and how this might influence the future nature and scale of development.
2. To identify, analyse and rank the district's settlements according to a range of indicators, and by doing so to inform the definition of a future local plan settlement hierarchy (see Section 5 below).
3. To understand and establish the physical boundaries of settlements, beyond which the area should be defined as countryside.

¹ Eden District Council is not the planning authority for the areas within the two national parks.

4. To identify and assess sites which can be recognised as green infrastructure sites within settlements.

2. Project Management

The Council considers that the work would best be done in collaboration with representatives of local communities – CALC, EALC, Parish and Town Councils (PC/TC) and local ward Members. It is particularly important that PC/TC are involved. It is recommended that PC/TC identify a 'champion' lead in relation to the Study. The 'Champion' lead will be the prime contact with the PC/TC who will consult with their respective Parish and Town Council as appropriate.

Eden District Council has identified a lead officer (Rachael Armstrong, Senior Planning Policy Officer) to oversee the study and ensure a consistent approach. The prime role of the Officer will be to engage with community representatives to finalise the methodology and also provide support and where necessary input into the study. The prime role of community representatives is to assist with collating information including undertaking on site surveys where appropriate.

The Officer will draft the Study report and engage with community representatives in finalising a draft for public consultation.

3. What is a Settlement?

Although many people will have an understanding of what a 'settlement' is there is no official definition of the term.

However, in undertaking the study it is important in the first instance to define the term 'settlement'. Therefore for the purposes of the Study it is proposed that:

A 'settlement' is defined as a place of living which exhibits a level of physical coherence. A number of dwellings and other buildings exist in relatively close proximity to each other – for instance clustered together around a key point (node) such as a road intersection or village green, or taking a more linear form, along a key line of communication, such as a road, or an environmental feature, such as a river.

Some settlements, particularly those that are more substantial, may be formed around numerous nodes, lines of communication and environmental features.

It follows that for the purposes of this study, a settlement is more than a scattered collection of individual or clustered properties but is something much more tangible and recognisable as a significant location with a coherent collection of buildings and structures. It implies a cohesive place of living, normally but not necessarily incorporating supporting services or facilities.

4. What is a Settlement Hierarchy?

Settlements can be grouped together according to their economic and social role using a range of indicators such as population and the level of services and facilities

provided. Within any defined area there tends to be more smaller settlements (lower population, fewer services) than larger ones (higher population, more services).

The place of a particular settlement in the hierarchy is simply a recognition of the fact that different settlements have different sizes and roles. All places – regardless of size, role or position in a hierarchy - are important to those that live and work in them and visit them.

It is important to note that the Study will **not** define the appropriate settlement hierarchy. This is a matter for the local plan process. The role of the Study is to inform that process.

5. The Geography of Eden – A Summary

It is useful to understand the geography of the District in commencing the Settlement Study. Eden is a rural district situated in north – eastern Cumbria and covers an area of 2,156 km² making it the largest shire district in England and Wales. The 2011 Census indicated a population of 52,564 which means Eden has the lowest population density in England. Parts of the district in the west and south-west lie within the Lake District National Park and Yorkshire Dale National Park.

Penrith is the largest town housing 29% of the population. The other main towns are Appleby in Westmorland, Kirkby Stephen and Alston collectively accommodating a further 14.7% of the population. The rest of the population (56%) lives in over 100 settlements scattered across the district.²

Eden has a distinct geography, with the rolling countryside of the Eden valley, the mountains and lakes of Ullswater and the fells of Alston and North Pennines. The many villages scattered throughout the district is part of the distinct character of Eden.

Eden has a high quality natural environment with parts falling within two national parks and one quarter within the North Pennines Area of Outstanding Natural beauty (AONB). There are ninety one Sites of Special Scientific Interest (SSSIs) and in addition a number of Special Areas of Conservation (SAC) and 187 Local Wildlife Sites.

1. Draft Methodology

The Study at this stage will cover four elements –

- Part A - Settlement Ranking
- Part B – Settlement Profiles
- Part C - Settlement Boundaries
- Part D - Settlement Green Infrastructure

The various parts of the Study are not necessarily sequential but can be undertaken simultaneously, resources permitting.

² The figures are based on the 2011 census figures

PART A – SETTLEMENT RANKING

The Study aims to establish a simple methodology designed to create a ranking of settlements based on small number of indicators that will be easy to update. It should be noted that the information will be correct at the time of collection and inevitably may change over time.

There are **three** main stages to the settlement ranking methodology as described below.

Stage 1 - Settlement Identification

Aim - To identify settlements and communities that are recognised as being capable of being defined as a “settlement” for the purposes of this study (see section 3 above).

A reasonable starting point for the identification of settlements for the purposes of this study should be the existing planning policy framework set out in the 2018 Eden Local Plan supplemented by engagement with local communities representatives.

The current Eden Local Plan identifies a number of settlements and classifies these as Main Town; Market Towns; Key Hubs; and Smaller Villages and Hamlets.

Appendix A lists the settlements identified in the adopted Local Plan and also refers to the Local Plan explanation for Policy LS1. No boundaries were defined for any of the settlements in the Eden Local Plan. However the Lazonby Neighbourhood Plan defines a boundary for Lazonby.

There may be a couple of potential issues when identifying settlements within the definition in section 3:

1. **The treatment of dispersed rural communities.** There may be communities that are dispersed in small clusters of buildings. As a matter of principle for the purposes of the Study, allowance should be made for the inclusion of areas that consist of more scattered collections of housing and other uses where there is evidence of community support for such an approach and where there are some – even if limited - supporting services and facilities in the same broad area.
2. **The distinction between “parish” and “settlement”.** Parishes can include large areas of countryside and in some cases contain more than one settlement or have boundaries that pass through a settlement. Therefore parishes and their boundaries should not be regarded as synonymous with a settlement or its boundary. For the avoidance of doubt, parish boundaries cannot be used to define settlements or their boundaries. This means that it is possible, in some cases for a settlement to straddle parish boundaries, just as settlements may also straddle district boundaries.

It should be noted that outside defined settlements the area will be considered as countryside as defined in the National Planning Policy Framework (NPPF). The 'countryside' can include agricultural land, open fell and woodlands,

Method	Desk top study utilising existing knowledge (2018 Eden Local Plan), engagement with Parish and Town Council's and GIS mapping.
Preliminary Output	Initial list of "candidate" settlements.
Final Output	Agree final list of 'candidate' settlements with Parish and Town Councils

Stage 2 – Settlement Indicators

Aim - To create a ranking of settlements by a process of assessment against the following indicators:

- **Population** – as an indication of size and ability to sustain local services.
- **Number of dwellings** – as an indication of physical size.
- **Services and facilities** – as an indication of the ability of a settlement to meet the basic needs of its population. This should include services and facilities outside the settlement but within easy walking or cycling distance of the settlement.
- **Employment** – as an indication of the degree of access to local jobs.
- **Public transport provision** – as an indication of the degree of accessibility to public transport options and the extent of connectivity to other settlements within and outside of the district.

Method	Parish and Town Councils to (desk top) review and correct existing data, including GIS mapping. Settlement visits may be necessary to survey existing services and facilities.
Output	Set of tables identifying a settlement ranking (stage 3) for each indicator.

Stage - 3 – Final Settlement Ranking

Aim - To identify an overall settlement ranking based on the settlement indicators identified at Stage 2.

Method – In relation to each indicator, each settlement will be ranked using the following method (more details on the scoring used for each indicator are given in the next section).

Indicator³	Scoring	Ranking
Population	Settlements ranked according to population size.	Largest population ranks 1, second largest ranks 2 etc.
Dwellings	Settlements ranked according to number of dwellings.	Highest number ranks 1, second highest ranks 2 etc.
Services and facilities	Settlements scored according to the number of services and facilities present.	Greatest number of services and facilities ranks 1, second highest ranks 2 etc.
Employment	Settlements ranked according to the number of jobs.	Greatest number of jobs ranks 1, second highest ranks 2 etc.
Public Transport	Settlements scored according to the degree of accessibility to public transport and connectivity to other settlements.	Highest score ranks 1, second highest ranks 2 etc.

The final ranking is constructed by adding together the ranks for each settlement – in effect creating a combined rank-score. These rank-scores are themselves ranked, with the lowest scoring being the highest ranking settlement.

Example – scoring and final rank score

Settlement	Population rank	Services & Facilities rank	Employment rank	Transport rank	Final rank score
A	1	2	2	1	6
D	3	3	2	4	12
F	2	1	1	2	6
B	5	6	9	6	26
L	4	5	3	5	17

³ Further explanation of the indicators is set out in Appendix 2

Example of Final Rank

Settlement	Final Score	Final Rank
A	6	1
F	6	1
D	12	2
L	17	3
B	26	4

At each stage and for the final ranking, a “dense ranking” approach has been used. Under this method settlements that have an equal score receive the same ranking number, and the next settlement receives the immediately following ranking number. Therefore the ranks are consecutive and no ranks are skipped if there are settlements that have the same score.

Output – Final settlement ranking with results presented in a series of tables.

PART B – SETTLEMENT PROFILES

Settlement Profiles are complementary to Part A and provide a useful summary of the nature and function of any settlement. It is likely that something similar to a settlement 'profile' already exist and it is a matter of updating the information.

Each profile will describe the key characteristics of the settlement using a standard format:

- Name (of settlement)
- Rank (based on the final ranking in Part A)
- Location and brief description including type of properties (narrative)
- Population characteristics (table and narrative), as per the table below:

Data		Settlement Number/ %	Eden No./%
Population 2011			
Population change 2001-2011 +/- (if available)			
Age profile	0-9		
	10-19		
	20-29		
	30-59		
	60-74		
	75 and over		
Households 2011			
Household change 2001-2011 +/- (if available)			
Dwellings 2011			
Dwelling change 2001-2011 +/- (if available)			
Economic activity aged 16-74	Working		
	Retired		

- Services and facilities (table and narrative)
- Economy (table and narrative)
- Transport connectivity (table and narrative)
- Environment (table)

The sections on location/description and population characteristics use data sourced from the 2011 census or 2021 census where available. Using census data provides a means by which the settlement profiles can describe characteristics such as the age of the population or the type of housing stock.

As noted in Part A, census data used is based on Census Output Areas. However, in most cases these do not map precisely against what may be considered the true physical extent of each settlement. Census Output Areas may include extensive areas at a distance from the settlement in question. These broader areas will also contain populations living in clusters of residential development and in individual properties. Census Output Areas may also include parts of other settlements. In producing the settlement profiles it is important to ensure that the most appropriate Census Output Areas relevant to each settlement are used.

Therefore owing to the broad geography of many Census Output Areas, the census data should in all cases be assumed to provide a *general indication* of the population and housing characteristics attributed to each settlement rather than a precise measure or description.

In Part A the population figure can be based on a bespoke approach using LLPG information. That approach is not appropriate for the profiles as it is not possible to use the simple count data collected by the bespoke approach to determine characteristics such as the age profile of the population. Therefore the total population in Part A may differ from that on the profiles.

The environment and heritage data referred to in the profiles is based on existing GIS mapping data and explained below.

Environmental Designations

Designation	Description
Sites of Special Scientific Interest (SSSI)	An area of land of special interest by reason of any of its flora, fauna, or geological or physiographical features. Natural England designate SSSIs under the Wildlife and Countryside Act 1981, as amended.
Special Areas of Conservation (SAC)	Sites designated under the European Commission Habitats Directive as part of the establishment of a European network of important high-quality conservation sites that will make a significant contribution to conserving the 189 habitat types and 788 species identified in Annexes I and II of the Directive (as amended). The listed habitat types and species (excluding birds) are those considered to be most in need of conservation at a European level.
Special Protection Area (SPA)	Strictly protected sites classified in accordance with Article 4 of the European Commission Birds Directive, which came into force in April 1979. They are designated to protect rare and vulnerable birds (as listed on Annex I of the Directive), and regularly occurring migratory species.
Ramsar	Ramsar sites are wetlands of international importance designated under the Ramsar Convention which was adopted in the Iranian city of Ramsar in 1971 and came into force in 1975.
Local Wildlife Sites (LWS)	Local Wildlife Sites are identified by the Cumbria Biodiversity Data Centre using a set of published guidelines.

Designation	Description
Areas of Outstanding Natural Beauty (AONB)	Areas outside national parks that are considered to have such natural beauty that it is desirable they are conserved and enhanced. Eden includes part of the North Pennines AONB.
Areas at risk of flooding	<p>Flood risk is the probability and the potential consequences of flooding from a range of sources, including from rivers and the sea, rainfall on the ground surface, rising groundwater and overwhelmed sewers and drainage systems. The Environment Agency (EA) provides flood zone mapping of flood risk arising from sea and river sources. There are three broad categories of flood zone defined by the EA:</p> <p><i>Flood Zone 3 (FZ3)</i> - Land having a 1 in 100 or greater annual probability of river flooding; or land having a 1 in 200 or greater annual probability of sea flooding (FZ3a). FZ3b is land in the functional flood plain.</p> <p><i>Flood Zone 2 (FZ2)</i> - Land having between a 1 in 100 and 1 in 1,000 annual probability of river flooding; or land having between a 1 in 200 and 1 in 1,000 annual probability of sea flooding.</p> <p><i>Flood Zone 1 (FZ1)</i> - Land having a less than 1 in 1,000 annual probability of river or sea flooding, that is all land outside Flood Zones 2 and 3.</p> <p>The mapping of flood zones is updated by the Environment Agency on a regular basis and as such is subject to change. The council has commissioned a Level 1 Strategic Flood Risk Assessment (SFRA) which is published on the Council's website and provides a more detailed description of flood risk.</p>
Listed buildings	<p>A building or structure be listed as a result of its special architectural or historic interest. Listing is carried out through Historic England. There are three listing grades:</p> <p>Grade I buildings are of exceptional interest.</p> <p>Grade II* buildings are particularly important buildings of more than special interest.</p> <p>Grade II buildings are of special interest.</p> <p>The figures used in the settlement profiles refer to the number of listings. It should be noted that a single listing may involve more than one building or structure, for example a single listing covering a row of terraced houses will be counted as one.</p>
Scheduled monuments	Scheduled monuments are nationally important structures protected for their archaeological importance and are designated by Historic England.
Historic parks and gardens	Registered historic parks and gardens are those of special historic interest. Designation is carried out through Historic England.
Conservation areas	Conservation areas are designated for their special architectural and historic interest. They are designated by the council.
Other	This section includes any other environmental or ecological designations to be identified such as nature recovery networks. Typically it includes reference to any Tree Preservation Orders (TPOs) within or close to the settlement. A TPO is an order made by the local planning authority to protect specific trees, groups of trees or woodlands in the interests of

Designation	Description
	amenity.

Draft Settlement Profiles will be shared with TC/PC on completion for their review and as an opportunity to correct any inaccuracies.

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PART C – SETTLEMENT BOUNDARIES

The purpose of drawing settlement boundaries is to clearly distinguish the limits of a settlement from land (within designated countryside⁴) around it. In doing this, clarity is provided to applicants on how planning policies will be applied in the determination of planning applications.

Generally, planning policy applied to land within the countryside is more restrictive, in terms of the uses that will normally be permitted, than that within a settlement boundary. The Study is not a policy document and therefore any boundaries will need to be formally adopted in a Local Plan in order to have any significant weight in the planning process. The Study will provide the evidence for the development of policy.

The 2018 Eden Local Plan does not define boundaries for any of the settlements, though the Lazonby Neighbourhood Plan defines a boundary for Lazonby. Therefore in many cases the consideration of proposals currently requires an element of judgement, by applicants and Officers, whether a particular site lies within or outwith a settlement.

Methodology

The approach to identifying settlements boundaries in Eden is based on the criteria below. It is difficult to set criteria that may cover all situations on the ground. There will therefore be instances where specific consideration is required. It will then be for the project lead to ensure consistency.

1. As a matter of principle the aim is to provide legible and defensible boundaries where possible based on clearly defined curtilages or features in the landscape, whether natural or non-natural. Clearly defined and defensible boundaries include physical features such as buildings, gardens, field boundaries or curtilages. In order to conserve the character, settlement boundaries may exclude large private gardens, orchards and other open areas which form part of the countryside.
2. Settlement boundaries should normally include all buildings and land that have a functional relationship to the settlement.
3. Boundaries should:
 - a) Where possible, trace the edge of the built form, and therefore exclude roads, paths, railways and other lines of communications (unless other criteria below suggest differently).
 - b) Include recreational open space (e.g. parks, play areas, sport pitches) which form a functional part of the settlement.
4. Boundaries should take account of any relevant planning history, including recent development, sites under construction and planning approvals.

⁴ Designated countryside in the Eden Local Plan comprise 'Other Rural Areas' in Policy LS1

5. Boundaries should normally **exclude** land, buildings and/or structures associated with uses listed below as not appropriate to inclusion within settlements, unless offering the potential for development in line with development requirements, *or* is either completely or virtually encircled by appropriate settlement land uses, *or* is considered to have an important direct functional relationship to the settlement that necessitates inclusion.
 - a) Agriculture, excepting farm buildings where directly adjacent to other buildings associated with a settlement, typically residential or business-related.
 - b) Forestry.
 - c) Water.
 - d) Mineral extraction, landfill, or other activities requiring significant open areas of land (e.g. cemeteries, land formally managed for nature conservation purposes).
 - e) Large scale open recreation (e.g. golf course or equestrian activities).

For the purposes of the Study, consideration can be given to defining an **inner** and an **outer** boundary. The inner boundary corresponds to the current limits of the settlement whilst the outer boundary allows for sites to be incorporated that may be considered suitable for appropriate expansion of the settlement.

The process for defining boundaries is straight forward:

1. For each settlement:
 - a. Identify defining features and the broad extent of the settlement
 - b. Identify known environmental or other constraints that may influence the nature of the boundary.
 - c. Identify any appropriate planning permissions with implications for settlement boundary. The boundary will also to include any allocated land.
2. Identify an initial boundary/ies to be **finalised through consultation**.
3. Finalise the boundaries.

PART D – GREEN INFRASTRUCTURE WITHIN SETTLEMENTS

The term green infrastructure (GI) is defined in the National Planning Policy Framework (NPPF), as:

‘A network of multi-functional green spaces, urban and rural, which is capable of delivering a wide range of environmental and quality of life benefits for local communities’.

The aim of identifying GI is to ensure that a network of multifunctional green space is provided both in and around settlements areas, to strengthen the relationship between towns, villages and the surrounding countryside. The proximity and accessibility of countryside from all settlements in Eden, means that the countryside in Eden provides a significant additional GI resources which the study should acknowledge.

The evidence collected in Part D will inform future GI Local Plan policies and:

- Ensure that future development delivers, protects, improves and enhances the GI network;
- Ensure development contributes to the creation of sustainable communities through the provision of a wide range of functions; and
- Deliver quality of life and health benefits for both future and existing residents.

Typically GI evidence to inform future local plan policy comprises:

- An Open Space Audit and Needs Assessment Evidence Base Report
- A Playing Pitch Strategy
- A Green Infrastructure Strategy

Part D only covers the first of these three elements and seeks to audit open space in the various settlements.

Open Space Audit and Needs Assessment

In 2015 the Council prepared an Open Space Study to inform the preparation of the Eden Local Plan. The 2015 Study provides a starting point for the Audit although it should be noted that it does not cover all the settlements in Eden. The Study sought to determine whether there is sufficient accessible, high quality spaces in Eden District to meet the needs of communities. It also sets local quantity, quality, and accessibility thresholds for each type of open space and identified any deficiencies or surpluses within the District in relation to a number of settlements.

The purpose of Part D is to identify and assess the quantity, quality and accessibility of different types of open space including:

- Allotments
- Cemeteries and Churchyards
- Equipped play areas for children and young people

- Informal recreation areas
- Natural and semi natural green space
- Outdoor sport pitches including football, rugby, hockey, cricket, tennis, bowls, athletics
- Parks and gardens
- Visual amenity areas

The identification of 'Cemeteries and Churchyards' is an acknowledgement to the value of such sites for peaceful and quiet reflection. The assessment will not determine the adequacy of burial grounds in the district which is a matter for the Infrastructure Delivery Plan.

Visual amenity areas are areas identified for their importance to the landscape character of the settlement. They can be in private ownership and may not be any public access over the site. The identification of such areas will need to be robustly justified through a landscape character assessment.

The assessment will comprise the following four stages:

Stage 1 - Identification of Sites

A list of sites in relation to each typology will be drawn for each settlement identified in Part A. **Local community representatives will consider and review the existing list of identified open space from the 2015 Study.** A list of open spaces for each typology in each settlement that were not covered in the 2015 Study will be drawn. A draft table is shown below:

Draft Survey Form

Settlement:		
Date and time of survey		
Name of Person (s) undertaking Survey		
Photo Number (s)		
Site name		
Type of Open Space		
Location	Address	
	National Grid ref	
Size (ha)		
Nature of site	Formal sporting area (Y/N) – specify type and number of pitches	
	Grassed area (Y/N)	
	Hardstanding areas (Y/N)	
	Maintained /formal/ /unmaintained/ natural	
	Trees / planting (Y/N)	
Restrictions	Public access (Y/N)	
	Restrictions on activity (e.g. no ball games, keep off the grass etc.)	
Use at time of survey	Walking Relaxing (Y/N) indicating age range of users	
	Dog walking (Y/N) indicating age range of users	
	Meeting /socialising (Y/N) indicating age range of users	
	Playing organised sport (Y/N) indicating age range of users	
	Playing informal games (Y/N) indicating age range of users	
Ownership	Name	
Local Plan designation (if any)		

Stage 2 - Quantitative Assessment

The purpose of this part of the assessment is to establish whether there is too little or too much of any type of open space. Standards are established through benchmarking with similar local authorities and also consideration of national standards where available. The Council lead officer will carry out the benchmarking exercise.

Stage 3 - Qualitative Assessment

The qualitative assessment aims to measure the quality of open space against a number of criteria. As a basic level the assessment will establish whether the particular open space is fit for purpose. The assessment will be carried out by way of a standardised questionnaire to ensure consistency.

The 2015 Open Space Study included a standard questionnaire for each type of open space. These will be reviewed by Council Officers and updated as appropriate. They will then be **agreed with local community representatives**.

It is hoped that quality surveys will be undertaken by local community representatives who will complete the questionnaire for all identified sites.

Stage 4 - Accessibility Assessment

Access to open space is an important factor in how those spaces are used and contribute to the local community.

Eden is a rural district and the most sparsely populated within England and benefits from good general access to countryside in all settlements. However due to the nature of the district it may not be appropriate to set accessibility criteria for all types of open space, for example the 2015 Study considered that it would be inappropriate to set accessibility standards for 'Cemeteries and Churchyards', 'Nature Reserves' and 'Visual amenity areas'.

Using the same accessibility criteria used in the 2015 Study, the following are proposed in relation to the types of open space identified above, as a starting point for consideration -

Open Space Type	Accessibility Catchment
Allotments	15 minutes' drive
Equipped Play Area	15 minutes' walk
Informal recreation areas	10 minutes' walk
Outdoor Sports	20 minutes' drive
Parks and gardens	20 minutes' drive

A benchmarking exercise carried out by the Council can examine accessibility standards used by similar local authorities and also consider national standards where available.

In terms of accessibility it is appropriate to consider 'cemeteries and Churchyards' as having a similar function to 'Informal recreation areas' and 'Parks and Gardens'.

Countryside access by way of public rights of way/ bridle ways should also be taken into account in considering access to GI.

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Appendix A: Settlement Identification

Eden Local Plan 2014 - 2032 - Settlement Identification⁵

Main Town - Penrith

Market Towns - Alston, Appleby and Kirkby Stephen

Key Hubs - Armathwaite, Brough and Church Brough, Culgaith, Greystoke, High and Low Hesket, Kirkby Thore, Langwathby, Lazonby, Nenthead, Plumpton, Shap, Stainton, Tebay.

Smaller Villages and Hamlets – These are set out in the adopted [Local Plan](#).

The Explanatory text states that **Market Towns** provide the widest range of jobs, shops and services and have the most frequent public transport service, which provides a realistic alternative to the private car.

In relation to **Key Hubs** the Local Plan states that settlements are identified as hubs if they contain more than one hundred properties and a primary school, or a GP surgery. In addition, a range of criteria, including the provision of retail and transport facilities, was used to select the most sustainable settlements as Key Hubs. The Local Plan acknowledges that the level of service provision, and size of villages could fluctuate over the plan period. However the list of key hubs identified is fixed until any future review of the Local Plan.

In relation to **Smaller Villages and Hamlets** the Local Plan states that settlements have been identified on the basis that they are a coherent and close knit grouping of ten or more dwellings, which are well related and in close proximity to each other, or clustered around a central element or feature, as opposed to areas of scattered and poorly related development.

⁵ Eden Local Plan Policy LS1

Appendix B – Settlement Indicators (Part A)

Population

This indicator is a simple high-low ranking according to population size.

CALC/EALC or PCs/TCs may be able to provide an accurate population count in any one settlement. Alternatively an estimate can be derived.

The initial starting point for this is the Office of National Statistics (ONS) Output Areas (OAs) derived for the 2011 Census – however a drawback of using OAs for the purposes of ranking settlements is that they are designed to have a specified minimum size to ensure the confidentiality of data. For the 2011 Census the minimum OA size was 40 resident households and 100 resident people. As such, in rural locations OAs may be drawn so widely (to capture the minimum population/households) as to have questionable physical relevance to a particular settlement.

For the purposes of the Study a locally generated solution may be necessary that involves counting residential properties on the Council's Local Land and Property Gazetteer (LLPG). The settlement population can then be calculated by multiplying the LLPG-derived count of dwellings by the average number of people per dwelling across the district (derived from the latest mid-year population estimate of Eden divided by the total number of dwellings in the district based on the LLPG).

Where a settlement straddles local authority boundaries the total population will be estimated for the whole settlement including the part outside of the district.

At this stage it would be a useful opportunity to consider whether the nature of any one settlement is significantly more 'urban' than others. It is acknowledged that it is unlikely that very few settlements in Eden will fall to be considered 'urban'. The Government Statistical Service applies a simple urban/rural classification – at: <https://www.gov.uk/government/collections/rural-urban-definition>. This classification identifies urban areas as those with a resident population above 10,000 people (2011 Census) and rural areas are those that are not urban, i.e. consisting of settlements below 10,000 people or are open countryside.

Number of Dwellings

CALC/EALC or PCs/TCs may be able to provide an accurate number of dwellings in any one settlement. Alternatively a count of residential properties can be made using the Local Land and Property Gazetteer (LLPG).

Services and Facilities

This indicator involves an audit of existing services and facilities within and/or close to each settlement. The approach is to identify key services and facilities that are considered important to the sustainability of a settlement. A set of 27 services and facilities across nine broad categories are put forward (see Table below). A review of other settlement studies undertaken by local authorities across the country indicates that there is no consistent methodology or set of indicators. However, the

draft list of indicators recommended the Study are not untypical and therefore there is a high degree of confidence that they offer a sound basis for analysis.

	Service/Facility Category	Indicator	Comment
1	Retail	1a. Supermarket	
		1b. Convenience store	May include a farm shop where known to be serving a local population
		1c. Other food outlet	i.e .Bakery, Butchers, Greengrocers, Fishmongers, Deli , Take-away & mobile outlets
2	Sport & Recreation	2a. Public park, gardens and civic spaces	Civic space includes public area where there is seating
		2b. Outdoor formal sport provision	i.e. bowling greens, tennis courts, playing pitches, school playing fields
		2c. Children and teenagers	i.e. playgrounds, skate parks
		2d. Sports centre/leisure centre/swimming pool	
		2e. Allotment	
		2f. Public Rights of Way	Unique reference number of PRow
		2g. Cycle Routes	Name/number of cycle route
3	Health	3a. Hospital/drop-in Centre	
		3b. GP Practice	NHS Patients
		3c. Dentist	NHS & Private Services
		3d. Pharmacy	Includes those in a supermarket
		3e. Optician	
4	Educational	4a. Nursery	
		4b. Primary School	
		4c. Secondary School, Further and Higher Education	Includes private schools and specialist schools
5	Cultural	5a. Libraries	Include settlements that are visited by a mobile library
		5b. Faith Buildings	Buildings where people congregate for

			religious purposes
6	Finance	6a. Bank or building society	Include settlements that are visited by a mobile bank
		6b. Post Office	Those with full-time and part-time opening hours are included
7	Leisure and Social	7a. Public house or Social Club	
		7b. Community or Village Hall	
		7c. Restaurant/ Café	
8	Digital Connectivity	8a. High Speed Broadband (up to 76Mb)	
		8b. Standard Speed Broadband (up to 17Mb)	
9	Miscellaneous	9a. Petrol Station	Given the rural nature of the district travel by car is an important mode of transport which justifies the use of a petrol station indicator
		9b. Electric Vehicle Charging Points	

The approach for this part of the study is one of 'auditing' rather than 'weighting'. This approach avoids making value judgements on the relative importance of a service or facility to an individual or community. It also reflects to some extent the degree of choice on offer. This is a different approach to some studies which score or weight the presence of services and facilities according to their perceived relative importance. A disadvantage of such an approach is that the scoring parameters are necessarily arbitrary and don't reflect the full extent of any one particular service or facility.

Each settlement will be rank according to the *combined* total of services and facilities present in each village.

It should be noted that the Study only seeks to identify the total number of services and facilities by type. It will not seek to determine the extent of the service on offer (e.g. opening times) nor will it seek to determine the degree of accessibility to that service (e.g. waiting times to see a G.P.).

The data will be collected from a combination of sources including: CALC/EALC, PCs/TCs, the use of existing Geographical Information Systems (GIS) layers and searches of the internet.

Public Transport

This indicator involves assessing access to public transport, including the level of connectivity with other settlements both within and outside of the district. Public transport for the purposes of this Study is defined as bus and train.⁶ The indicator also assesses access to public rights of way (records of which are held by Cumbria County Council) and routes on the national cycle network (with data held by Ordnance Survey).

For many communities the bus network provides the only, or primary, public transport option. As such, the number of services, their frequency and timing, and the destinations that the service provides access to, will define the level of public transport accessibility and connectivity that can be attributed to each settlement. This is reflected in the scoring matrix below.

Connectivity has two dimensions – internal and external. Internal bus and rail connectivity between settlements is measured by simply counting the number of settlements that can be reached from each settlement. A slightly different approach is taken with external locations – with the focus being on examining the availability of services to significant employment destinations for Eden residents. To derive the public transport ranking a simple scoring system has been used as indicated in the table below.

Scoring Matrix	
Indicator	Score
Bus	
Number of Services	1 mark for each service
Frequency of service M - F daytime	Very frequent - At least one service every 10-20 minutes - 5 marks
	Frequent - At least one service at least every 30 minutes - 3 marks
	Regular - At least one service every hour - 2 marks
	Poor - More than one service operating at less than regular frequency - 1 mark
	Nil - no service - 0 marks
Evening service M- F	2 marks
Weekend service - Sat only	1 mark
Weekend service - Sat & Sunday	2 marks
Number of internal destinations served by at least one service	1 mark for each destination
External destinations served by at least one service	Carlisle – 5 marks South Lakeland – 4 marks Allerdale – 3 marks Copeland – 2 marks Other Districts – 1 mark per District

⁶ In some places there may be services such as 'dial a bus', which provide the facility for remote communities to book a place on a mini-bus.

Rail	
Number of Services	
Frequency of service M - F daytime	Frequent - At least one service every hour - 5 marks
	Regular - At least one service every 2 hours -3 marks
	Poor – at least one service operating at less than regular frequency - 1 mark
	Nil - no service - 0 marks
Evening Service M - F	2 marks
Weekend service - Sat only	1 mark
Weekend service - Sat & Sunday	2 marks
Number of internal destinations served by at least one service	1 mark for each destination
External destinations served by at least one service	Carlisle – 5 marks South Lakeland – 4 marks Allerdale – 3 marks Copeland – 2 marks Other Districts – 1 mark per District

Note: Bus services does not include school services. Assessments will be based on published bus timetables correct at as April 2021. Service provision including number of services, destinations served and frequency is likely to change over time.

Employment

Access to employment opportunities can be made using the data from the Inter-Departmental Business Register (IDBR). This is a restricted data-set produced by the Office of National Statistics that provides a comprehensive list of UK businesses and their employee establishment by location (although the ONS point out that some smaller business may be excluded).

Permission may be given to purchase and use the IDBR. Such permission will be restricted to a specified individual. The identification of individual businesses, and their employee numbers is not allowed. This will pose a problem where only one business is registered against any one settlement. In other cases business opportunities in any one settlement can be grouped as total available jobs and number of businesses.

The IDBR is presented in a spreadsheet format. Using address and postcode information within the dataset it is possible to match individual businesses against individual settlements and hence estimate the attributable number of jobs. However given the size of the database, it may not be possible to map the exact location of each business and as such the estimates may include businesses, including farms, outside of what may be regarded as the normal boundary or extent of any particular settlement.

Parish	Settlement(s)
Ainstable	Ainstable
	Croglin
	Newbiggin (Ains)
	Ruckcroft
Alston Moor	Nenthead
	Alston
	Garrigill
	Leadgate
Appleby in Westmorland	Appleby
Asby	Great Asby
	Little Asby
Bandleyside	Burrells
	Colby
	Great Ormside
Bolton	Bolton
Brough	Brough
	Church Brough
Brough Sowerby	Brough Sowerby
Brougham	Brougham
Castle Sowerby	Millhouse
Catterlen	Catterlen
	Cliburn
	Newton Reigny
Clifton	Clifton
	Clifton Dykes
Crackenthorpe	Crackenthorpe
Crosby Garrett	Crosby Garrett
Crosby Ravensworth	Crosby Ravensworth
	Maulds Meaburn
	Reagill
Culgaith	Culgaith
	Blencarn
	Skirwith
Dacre	Stainton
	Blencow
	Newbiggin (Dacre)
	Pallet Hill
Dufton	Dufton
Glassonby	Gamblesby
	Glassonby
	Unthank (Gamblesby)
Great Musgrave	Great Musgrave
	Little Musgrave
Great Salkeld	Great Salkeld
	North Dykes
	South Dykes
Great Strickland	Great Strickland
	Greystoke

Greystoke	Greystoke Gill
	Johnby
Hartley	Hartley
Hesket	Armathwaite
	High Hesket
	Low Hesket
	Plumpton
	Aitketgate
	Calthwaite
	Ivegill
	Old Town (High Hesket)
Hunsonby	Southwaite
	Hunsonby
	Little Salkeld
Hutton	Winskill
Kaber	Motherby
Kings Meaburn	Kaber
Kirkby Stephen	Kings Meaburn
Kirkby Thore	Kirkby Stephen
	Kirkby Thore
Kirkoswald	Low Moor
	High Bank Hill
	Kirkoswald
Langwathby	Renwick
	Langwathby
Lazonby	Edenhall
Little Strickland	Lazonby
Long Marton	Little Strickland
	Brampton
	Knock
Lowther	Long Marton
	Hackthorpe
Mallerstang	Melkinthorpe
Melmerby	Outhgill
Milburn	Melmerby
Morland	Milburn
Murton	Morland
	Brackenber
	Hilton
Nateby	Murton
Newbiggin	Nateby
Newby	Newbiggin (Temple Sowerby)
Orton	Newby
	Kelleth
	Longdale
	Orton
Ousby	Raisbeck
Penrith	Ousby
	Penrith

	Roundthorn
Ravenstonedale	Newbiggin-on-Lune
	Ravenstonedale
Shap	Shap
	Keld
Skelton	Ellonby
	Hutton End
	Laithes
	Lamonby
	Low Braithwaite
	Skelton
Sleagill	Sleagill
Sockbridge and Tirril	Sockbridge and Tirril
Soulby	Soulby
Tebay	Tebay
	Gaisgill
	Roundthwaite
Temple Sowerby	Temple Sowerby
Waitby	Waitby
Warcop	Sandford
	Warcop
Winton	Winton
Yanwath and Eamont Bridge	Eamont Bridge
	Yanwath



Key

- Eden District boundary
- Parish boundary

Eden
District Council
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Scale: 1:24,000 (A3) Date: 18.10.2022
Parish: Penrith



Eden District Council

Settlement Study: Feedback Form

The purpose of the Settlement Study is to provide Planning Policy Officers at Eden District Council with an understanding of the nature, role and function of settlements across Eden (but outside of the two National Parks) and how they inter-relate to each other. This evidence is critical in informing decisions on the current and future roles of towns and villages and in developing policies for the next Local Plan.

Before we embark upon the Study, we are keen to receive your feedback on our draft methodology, which is a reflection of research and best practice gained from an analysis of similar studies prepared by other local planning authorities.

We would therefore be grateful if you would take the time to answer the small number of questions set out below.

Town/Parish Council Name:
Main Point of Contact for the Study:
Contact Tel. Number:
Contact Email Address:
<p>1. Are there any settlements in your Town/Parish Council area that we have not identified for inclusion in the Study and which you think meet the definition of a 'settlement' for the purposes of the Study? If yes, please list these below and explain why they ought to be included.</p> <p><i>In answering this question, please refer to the definition provided on P.2 of the circulated methodology; list of 'candidate' settlements and plan of your Town/Parish area.</i></p>
<p>2. Do you have any comments on Part A (Settlement Ranking) of the methodology?</p>
<p>3. Referring specifically to the settlement indicators identified in Part A of the methodology (see Appendix B) - do you have any comments on these? For example, do you think any indicators ought to be omitted, modified or added and why? What mobile services/facilities should the Study be aware of?</p> <p><i>Please note, in respect of those indicators that fall under 'services and facilities' this is not an exercise in gathering data about everything that exists in your settlements – but about</i></p>

<i>collecting data on the more essential services and facilities that help to make a settlement sustainable and support the well-being of its communities.</i>
4. Do you have any comments on Part B (Settlement Profiles) of the methodology? For example do you agree with the list of key characteristics we'll be collecting data about (see P.8-11 of the methodology)? Is anything missing?
5. Do you have any comments on Part C (Settlement Boundaries) of the methodology?
6. Do you have any comments on Part D (Green Infrastructure in Settlements) of the methodology?
7. Do you have any other comments you wish to make on the methodology?

Thank-you very much for taking the time to share your comments.

Please return this form to Rachael.Armstrong@eden.gov.uk by 18 November 2022. We would prefer to receive your feedback via email, however, if you wish to post it, please send your completed form to: Planning Policy, Eden District Council, Mansion House, Penrith, CA11 7YG.

Our priority is on collecting feedback in relation to Questions 1 – 4 and 7 at this stage. If it would therefore assist you to provide feedback on Questions 5 & 6 at a later date, could you please send this no later than 23 December 2022?

If there are any matters you wish to discuss, please contact Rachael Armstrong, Senior Planning Officer (Policy) at Eden District Council at:
Rachael.Armstrong@eden.gov.uk

PLANNING COMMITTEE

7 NOVEMBER 2022

Public Report

Item no: 11

Matter: 2023/24 Budget: Process and Proposals

Author: RFO and SCM

Supporting Member: Cllr. Knaggs, Chair of Finance Committee

Purpose of Report:

To consider the process for the 2023/24 Budget.

Recommendation

The committee is requested to consider this report and indicate:

- a) Whether any revision should be made to the Planning budget of £10,000 for the current financial year and whether its continuation as shown in the Medium-Term Financial Plan appears reasonable to meet as yet unforeseen expenditure.
- b) Whether it wishes to retain the current years budget of £13,300 for Climate Change projects and the ongoing allocation as shown in the Medium-Term Financial Plan and;
- c) Whether it wishes to identify any service development proposals to be submitted as growth bids in the 2023/24 budget process.

Law and legal implications

The Town Council resolved from 20 May 2019, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

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

Contribution to Council Business Plan

The annual budget should reflect the Council's priorities and key work areas for the financial year ahead.

1. Report

1.1 The Finance Committee, 26 September 2022 has agreed guidelines for the preparation of the Council's budget for 2023/24 and has adopted the following parameters which are in line with previous years:

- There should be a clear distinction between the committed level of service (the base budget) and proposals to develop services (growth items).
- All Councillors are to be given the opportunity to suggest growth items to improve the Council's services.
- Growth proposals should be scheduled separately from the base budget and assessed by reference to the Council's priorities.

1.2 The key dates in the preparation of the 2023/24 budget are as follows:

By 31 October 2022	Individual Councillors to submit budget proposals.
07 November 2022	Planning Committee to consider growth proposals, redirection or reduction in resources.
14 November 2022	Budget Working Group to consider broad budget prospects.
5 December 2022 (Members to confirm)	Budget Working Group to consider initial draft detailed budget.
December	Planning Committee to consider their estimates in the light of corporate budgets (if required).
16 January 2023	Finance Committee to consider proposed budget.
23 January 2023	Council to approve budget and determine precept.

The remainder of this report deals with the first step in the process, mainly for the Planning Committee to consider whether it wishes to make any changes in its budget for next year. The Committee's recommendations will be forward to the meeting of the Budget Working Party on 14 November 2022.

1.3 Base Budget

The Base Budget is a continuation budget which identifies and provides for the current committed level of service to be maintained. This involves the current year's budget being adjusted to remove any one-off items in the 2022/23 budget and to include the estimated costs of contractually committed changes

to expenditure or income. Any approved revisions to the current year's budget should also be assessed to see if they will affect the 2023/24 budget.

The statement at **Appendix A** shows:

- the Committee's 2022/23 Approved Budget;
- approved variations to the current year's budget (none for this Committee);
- the resulting Latest Budget; and
- its section of the current Medium Term Financial Plan (MTFP)

The budget of £10,000 for Planning Services can be spent across any of the individual headings. The budgetary control statement to 31 July 2022 reported to Council on the 10 October 2022 shows only £167 expenditure against the current year's budget of £10,000. While it is understood that production of the Neighbourhood Plan and related consultation can be affected by external factors, which can influence both the need for expenditure and its timing, the statement suggests that it is likely that the current year's £10,000 budget will be more than adequate. Members are therefore requested to consider whether any revision is required to the £10,000 provision, eg to reduce it or spread it between this year and next, as this would inform a more accurate forecast of the Council's overall finances at year end.

The Medium-Term Financial Plan at Appendix A currently shows the Committee's base budget for Planning services continuing at £10,000 per annum; Members are asked to consider whether this provision is appropriate for the medium term up to 2026/27.

In January 2021, the Council approved a five year package of measures totalling £189,400 to deliver its Climate Change Strategy. The staffing costs are budgeted in Finance Committee, with the project costs included in this Committee's budget. The budgetary control statement to 31 July 2022 shows only £1545 expenditure against the current year's £13,300 budget, as it has been unable to progress these initiatives. Although at this stage, it appears likely that this budget will be underspent, Officers suggest that the full amount should be retained to fund whatever progress can be achieved.

For the medium term, Appendix A shows the commitment to ongoing Climate Change projects. Having identified these resources, Officers believe that they should remain in the Plan at their stated values, despite the slow start to the initiative and reducing in 2026/27 when the Sustainability Officer post contract ceases.

1.4 **Service Development Proposals**

Committees and individual Members are being given the opportunity to suggest items which would involve increased expenditure but would enable the Council to provide a better level of service to the community. These could be one off

items, for a single financial year, or could create an ongoing financial commitment, in which case the implications should be identified clearly.

Growth items (bids) will not be included in the Base Budget but will be scheduled separately for consideration by the Budget Working Party, Finance Committee and Council. In all cases, proposals should be assessed by reference to the Council Plan priorities, which are:

- Climate Change
- Living Well – Vibrant Town and Economy
- Local Government Reorganisation
- Core Council Business;
- Unavoidable legislative changes; and
- Essential work to meet health and safety standards or to ensure business continuity.

The Committee is asked to consider whether it wishes to propose any service development proposals to be progressed as growth bids in the budget process.

2. Options Analysis including Risk Assessment

Risk

An inadequate budget process which fails to recognise financial and or legal responsibilities.

Consequence

Overspendings leading to unwelcome curtailment of spending programmes; possible unpalatable council tax increase; setting an illegal budget; potential reputational damage.

Controls Required

A sound budget process will address these risks.

3. Financial Implications

A sound budget process is essential for robust financial management. This report identifies the relevant issues relating to the Committee's budget.

4. Equalities Implications

None identified.

5. Climate Change and Environmental Implications

Climate Change budgets fall within the Planning Committee responsibility and are addressed herein.

6. Legal Implications

The Council's budget must be determined in accordance with the provisions of the Local Government Finance Act 1992.

Appendices

- Medium Term Financial Plan – Planning Committee

Background Papers

- Budgetary control working papers 2022/23
- Budget Process 2023/24, Finance Committee, 26 September 2022.



Penrith Town Council

MEDIUM TERM FINANCIAL FORECAST 2022/23 TO 2026/27

APPROVED BUDGET 2022/23	VARIATION	LATEST BUDGET 2022/23	Heading	2023/24	2024/25	2025/26	2026/27
£	£	£		£	£	£	£
			EXPENDITURE				
			PLANNING COMMITTEE:				
			Planning:				
0		0	Officer Support	0	0	0	0
10,000		10,000	Planning Consultancy	10,000	10,000	10,000	10,000
0		0	Consultation	0	0	0	0
10,000	0	10,000		10,000	10,000	10,000	10,000
			Climate Change:				
5,000		5,000	Community Consultation	5,000	0	0	0
2,000		2,000	Internal Business Plan	2,000	0	0	0
1,000		1,000	Carbon Footprinting: High level baseline	1,000	0	0	0
500		500	Carbon Footprinting: Calculator licence fee	500	0	0	0
3,000		3,000	Climate Resources	3,000	0	0	0
800		800	Staff Development/Exceptional Expenses	800	0	0	0
1,000		1,000	Carbon Literacy Training	1,000	0	0	0
0		0	Future Projects	0	10,000	10,000	5,000
13,300	0	13,300		13,300	10,000	10,000	5,000
23,300	0	23,300	Planning Committee Total	23,300	20,000	20,000	15,000