

Policy recommendations (EPD)

Tollerton Neighbourhood Plan

Tollerton Parish Council

4th December 2020



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Recommendation report

1. Purpose of report

- 1.1. This report has been created as a guide to begin the process of forming policies for the Tollerton Neighbourhood Plan.
- 1.2. The emerging policies outlined in this document are based on evidence from baseline research of the locality and community consultation undertaken.
- 1.3. To support the community in making decisions about neighbourhood plan policies, this document has been split into the following sections:
 - Policy guidance (identification of key issues and potential policy topics following review of evidence base)
 - Emerging policy family tree (this illustrates recommended policy topics and how they relate to one another within the structure of a neighbourhood plan)
- 1.4. Following this document, the next steps will be to prepare an Emerging Policies Document and then gather the community's opinions on its content. This will help to ensure the community have the opportunity to further shape and support the policies of the neighbourhood plan.

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2. Reviewing the evidence base

- 2.1. This document has been prepared following a review of studies and evidence base documents prepared by the Parish Council, for the Parish Plan and the emerging neighbourhood plan, in addition to work undertaken the local planning authority, Rushcliffe Borough Council in support of their own Local Plan.
- 2.2. The documents have been reviewed and key issues and themes from each identified and grouped. These form the basis of the recommended policy topics which are set out later in this document.

Evidence base review

- 2.3. The following list sets out the evidence base documents and supporting studies which have been used to inform this report:
- Tollerton Design Guidelines
 - Illustrative Proposal Tollerton
 - Heritage and Character Assessment
 - Heritage and Character Strategy
 - Parish profile
 - NP Survey
 - Housing Needs Survey
 - Parish Plan
 - Leisure Facilities Strategy (RBC)
 - Health and Wellbeing Strategy (RBC)
 - Playing Pitch Strategy (RBC)

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3. Local planning activity

3.1. A review of local planning applications shows that most relate to householder extensions and other minor forms of development. Over time as the strategic allocation comes forward a greater number of planning applications will come forward focusing on matters of detail related to each phase.

Planning ref	Location	Description
20/02497/ FUL	Tollerton Lodge Tollerton Lane Tollerton Nottinghamshire NG12 4FR	Demolition of existing dwelling and erection of replacement dwelling.
20/01456/ LBC	The Old Rectory 168 Tollerton Lane Tollerton Nottinghamshire NG12 4FW	Installation of five velux windows.
89/00105/ S1P	2 Cotgrave Lane Tollerton Nottingham Notts NG12 4FY	Extensions to dwelling
20/02049/ FUL	57 Tollerton Lane Tollerton Nottinghamshire NG12 4FS	Construction of single storey side extension, garage extension with 1st floor front balcony terrace. Extended front porch with first floor extension, Loft extension including side dormer with windows. Single storey rear extension. External alterations including rendering, grey tile and cedar board cladding
20/02746/ PAA	2 Medina Drive Tollerton Nottinghamshire NG12 4EP	Single storey rear extension measuring 4.77m from the rear of the dwelling, having a ridge height of 3.9m and an eaves height of 2.63m
20/01156/ FUL	37 Tollerton Lane Tollerton	Erection of first floor and single storey rear extension includes balcony and pergola;

	Nottinghamshire NG12 4FP	Construction of front porch. External alterations including insulation, brick/render cladding; reroofing with tiles and metal standing seam finish. Air conditioning unit first floor side elevation.
20/01471/ FUL	48 Tollerton Lane Tollerton Nottinghamshire NG12 4FQ	Two storey rear extension and loft conversion that includes raising the ridge height of the original roof and insertion of dormer windows to front elevation.
20/02588/ FUL	18 Tollerton Lane Tollerton Nottinghamshire NG12 4FQ	Construction of single storey rear and side extension. Loft conversion with side and rear dormer window.
20/02753/ VAR	Shell Lane End Garage 95 Melton Road Tollerton Nottinghamshire NG12 4EN	Variation of Condition 4 (To allow the site to operate on a 24-hour basis) of planning permission 18/01752/FUL.
20/02500/ FUL	63 Melton Road Tollerton Nottinghamshire NG12 4EN	Single storey domestic garage extension
20/01496/ FUL	2 Bentinck Avenue Tollerton Nottinghamshire NG12 4ED	Erect single storey rear extension
20/02790/ FUL	15 Bentinck Avenue Tollerton Nottinghamshire NG12 4ED	Erection of a single storey side extension for garage use.
19/00469/ FUL	OS Field 3159 Lothian Road Tollerton Nottinghamshire	Conversion of stables to create a single dwelling and demolition of existing timber stables (revised scheme).

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4. Vision and objectives

4.1. A draft vision for the neighbourhood plan has been prepared in order to summarise what the aim of the project is for the village.

The Neighbourhood Plan seeks to protect and enhance the unique character and identity of Tollerton by ensuring development of all scales and types is sensitive, of a high standard and encourages sustainable patterns. Community, heritage and economic assets are to be identified and protected with the aim of creating opportunities for appropriate expansion and enhancement.

4.2. The emerging neighbourhood plan has a series of objectives which have been set and tested with the community. These objectives received strong support and with the vision are the foundation of the policies.

1. *To guide sustainable housing development across the parish that is sympathetic to the character of Tollerton.*
2. *To protect Tollerton as a village and retain its identity and distinctiveness.*
3. *To affirm the importance of existing areas of green space, including the open aspects of all approaches to the village.*
4. *To ensure that the design and appearance of developments in the village is appropriate to the village's character and sense of place.*
5. *To create new areas of open green space within new development areas.*

6. *To identify the facilities required to support housing development in the village and wider parish.*

7. *To ensure investment in cycling and walking routes to support sustainable growth and access to the countryside for all.*

8. *To guide road and transport improvements to mitigate changes in traffic levels.*

9. *To maintain and enhance the village centre, shops and our local economy.*

10. *To establish employment areas to attract new employers and help create sustainable new job opportunities.*

4.3. These objectives address the key topics relevant to the parish and will help form the structure of the emerging neighbourhood plan.

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5. Key issues and themes

5.1. The following section identifies key issues and themes which have merged from the evidence base work and surveys undertaken to date. Key issues are grouped according to themes which will ultimately form the policy groupings for the emerging neighbourhood plan.

Village centres

- The village centre is the heart of Tollerton and has a distinct character which is to be protected whilst its services and role in community activities supported and strengthened
 - Masterplan for village centre redesign
 - Support of existing and independent businesses and facilities
 - Parking audit and strategy recommended
- The old village has historic significance and thus its preservation and enhancement in line with that value is a priority
 - Views to be identified and protected
 - Community activity to be prioritised (particularly for young people)
 - Protection and enhancement of identified heritage assets and enhancement of their role within the community
 - Tollerton Hall
 - St Peter's Church Centre
 - Scout Hut, stocks
 - [Any to add?]

Protection of community facilities

- Community facilities already play a central role in the village and residents and the Parish Council are keen to protect and enhance these assets
- Identifying key community assets for protection: pub, post office, shops, business units, farms restaurants, recreational spaces, school, playgroup, allotments, parish rooms
- Identifying and encouraging opportunities for the provision of new facilities or expansion/enhancement of existing facilities

Protection of townscape character

- Ensuring small scale development does not erode local character (windfall and minor development design guidance)
- Specific features to protect: setbacks, front boundaries, grass verges, mature trees
- Major scale development design guidance (to include guidance for north of Burnside and land west of Tollerton)

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Protection of landscape character

- Open spaces and views, gateways:
 - Melton Road with views South and East across open fields, mature trees and hedges to the railway line, Plumtree, Plumtree Church (lit at night), Keyworth and Keyworth hills
 - Lenton, Bentinck and Stansted Avenues with views along the avenues to open fields, mature trees and hedges towards the railway line
 - Village Centre with views South across open fields, mature trees and hedges to the railway line, Plumtree Church (lit at night) and Keyworth hills
 - Village Centre & Burnside Grove with views East across open fields, mature trees and hedges to Hoe Hill and woodland,
 - Village Centre with views South across open fields, mature trees and hedges to the railway line, Plumtree Church (lit at night), and Keyworth hills
 - Burnside Grove – views to the village centre from Lothian Circus and junction with Stella
 - Tollerton Lane with views East across open fields, mature trees and hedges to Hoe Hill and woodland,
 - Tollerton Lane with views North West over open fields and city night sky
- Cotgrave Lane with views North across open field, South with views across pasture land to Tollerton Hall
- Cotgrave Road with views East across open fields, mature trees and hedges to Hoe Hill and woodland
- [Any to add?]
- Access to the countryside and footpath network
- Identification of local green spaces
 - Tollerton lane allotments
 - War memorial
 - The open space, Lothian Road
 - [Any to add?]

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Protection of heritage assets

- Protecting and enhancing the assets of the parish whilst encouraging greater access to and understanding of these features
- Identifying specific designated heritage assets:
 - Roclaveston Manor St Hugh's College (grade II)
 - Church of St Peter and wall (grade II)
 - The Old Rectory (grade II)
 - War memorial (grade II)
 - 198 Tollerton Lane (grade II)
 - The Lodge, gateway and wall (grade II)
 - Pill boxes (grade II)
 - [Any to add?]
- Identifying non-designated heritage assets which need additional protection

Old Tollerton:

- Tollerton Hall
- St Peter's Church
- St Peter's Church Wall
- St Peter's Church Centre (Rectory Rooms Barn)
- The Old Rectory
- Lodges: North, South, West
- North End Cottages
- Farms: Chestnut, Manor, Hall, Russell
- Bassingfield House
- The Forge
- The Cattery
- War Memorial

New Tollerton:

- The Charde
- Village Pub
- 69 - 101 Tollerton Lane
- Eco Houses (Oak Tree Court)

Other

- Pillboxes
- Raised Pillbox
- Old Tollerton
- [Any to add?]

Employment and economic opportunities

- Supporting existing business premises and encouraging new employment opportunities within the parish
- Encouraging and supporting measures which enable residents to work from home and improve sustainable working patterns

Meeting local housing need

- Identifying, using the findings of the Housing Needs Survey and consultation, what the local housing need is and prioritising those types of units in new development
- Retaining a suitable housing mix – resisting loss of smaller units
- Ensuring a high standard of different types of affordable housing delivered within new developments

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Strategic housing allocation

- Setting codes and guidance to ensure a high standard of design of new development proposals (to be based on the design guidelines document)
- Setting guidance for how a green buffer between the village and site allocation is to be designed and what land uses are preferred within this location

Connectivity and transport

- Ensuring new development promotes opportunities for people to walk and cycle to meet everyday needs through new and enhanced routes, cycle parking and lighting
 - Identification of specific routes for improvement
 - Identification of new routes to be provided
- Public transport links to be protected and enhanced through contributions from development with particular focus on bus services
 - Key routes and transport stops identified
- Road safety and traffic flows carefully managed through traffic calming within the village and as part of new development
 - Problem areas identified where intervention needed
- Parking to be carefully designed into new developments to avoid verge and pavement parking in particular

- Preferred parking arrangements detailed for new development

Biodiversity enhancement

- Identifying wildlife corridors for protection and enhancement:
 - Polsner Brook
 - Melton – Edwalton railway line
 - [Any to add?]
- Protecting mature trees and vegetation
- Identifying areas suitable for woodland planting and protecting and enhancing existing areas
 - Old Rectory group of trees (beech, holly, sycamore, yew, pine, box, hornbeam)
 - Rear of 3 Lenton Circus (oak)?
 - Airport (black poplar)?
 - Adjacent to Tollerton Lane and Medina Drive (oaks)
 - Pasture Land in front of Tollerton Hall, Cotgrave Lane (oaks)

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6. Policy family tree

- 6.1. The following page contains a recommended 'policy family tree'. This is a suggestion for how the policies may be structured and how they relate to the vision and objectives.
- 6.2. Based on the evidence base reviewed a number of policy topics have been suggested in addition to 'aspirations'. These are matters which are important to the community but can not be included as a planning policy as they do not relate to a land use planning matter.
- 6.3. We expect that as the neighbourhood plan policies are prepared the exact number of policies and titles might change as you as a group review drafts and seek further consultation from local stakeholders.

Tollerton Neighbourhood Plan

draft 04/12/2020

VISION

OBJECTIVES

1. To guide sustainable housing development across the parish that is sympathetic to the character of Tollerton	4. To ensure that the design and appearance of developments in the village is appropriate to the village's character and sense of place.	7. To ensure investment in cycling and walking routes to support sustainable growth and access to the countryside for all.	10. To establish employment areas to attract new employers and help create sustainable new job opportunities.
2. To protect Tollerton as a village and retain its identity and distinctiveness.	5. To create new areas of open green space within new development areas.	8. To guide road and transport improvements to mitigate changes in traffic levels	
3. To affirm the importance of existing areas of green space, including the open aspects of all approaches to the village.	6. To identify the facilities required to support housing development in the village and wider parish.	9. To maintain and enhance the village centre, shops and our local economy.	

POLICY THEMES

THE VILLAGE CENTRES Policy 1 - The village centre Policy 2 - Old village centre Aspiration 1 - Community activity in the centres	TOWNSCAPE CHARACTER Policy 6 - Minor development design guidance Policy 7 - Major development design guidance Policy 8 - Key townscape features	THE RURAL ECONOMY Policy 12 - Existing business and employment Policy 13 - New business Policy 14 - Working from home Aspiration 4 - Independent businesses	STRATEGIC HOUSING DELIVERY Policy 18 - Design guidance (linked to doc) Policy 19 - The developed edge (green buffer) Aspiration 5 - Non-residential components
COMMUNITY FACILITIES Policy 3 - Protecting existing facilities Policy 4 - New community facilities	LANDSCAPE AND BIODIVERSITY Policy 9 - Local green spaces Policy 10 - Landscape features (inc. views) Policy 11 - Biodiversity enhancement Aspiration 3 - Wildlife areas	LOCAL HOUSING NEED Policy 15 - Meeting local housing need Policy 16 - Housing mix Policy 17 - Affordable housing standards	CONNECTIVITY AND TRANSPORT Policy 20 - Walking and cycling Policy 21 - Key routes Policy 22 - Public transport provision Policy 23 - Road safety Policy 24 - Parking Aspiration 6 - Sustainable transport
HERITAGE ASSETS Aspiration 2 - Designated heritage assets Policy 5 - Non-designated heritage assets			

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Neighbourhood plan structure

6.4. The following box details a suggested structure for your neighbourhood plan. There is no right or wrong way to structure the document but keeping it clear, easy to understand and ensuring the policies are separated from other text (i.e. in bold or within a box).

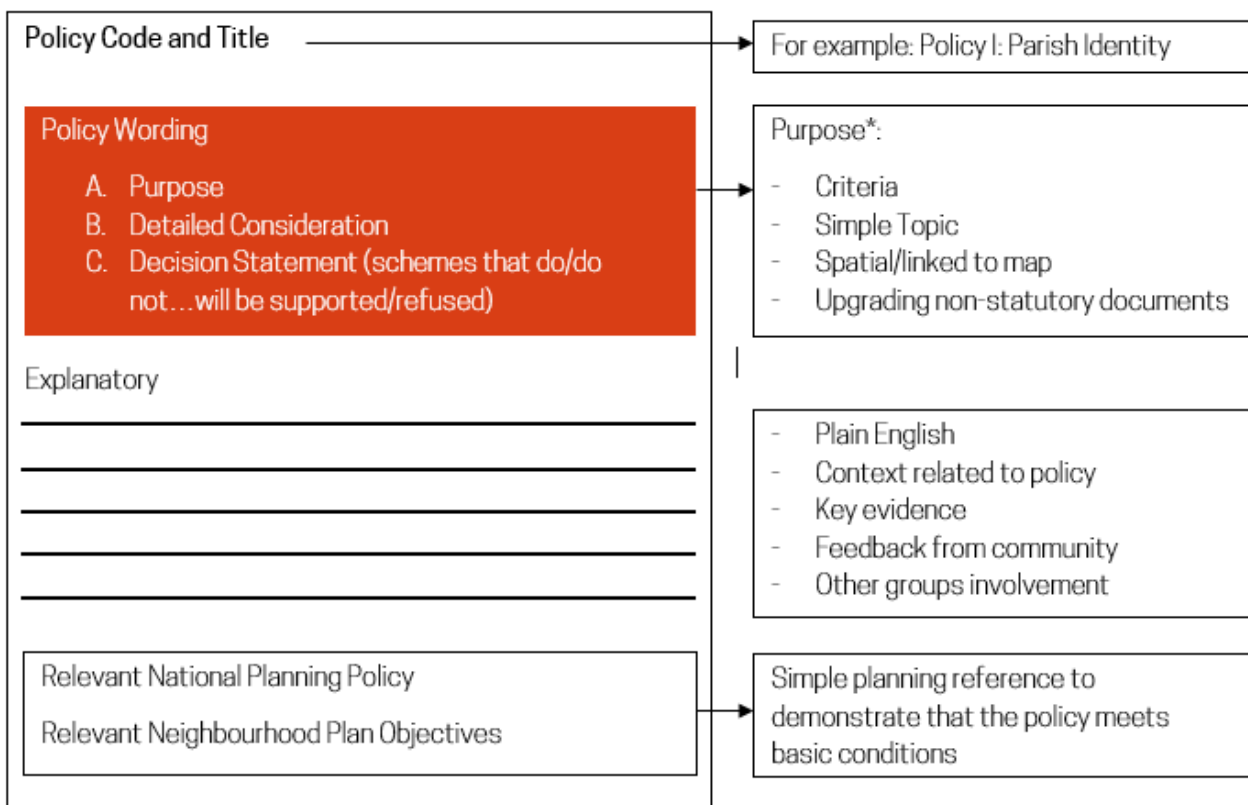
1. **Introduction**
This chapter will outline what a neighbourhood plan is, how and when to use the document and what Tollerton intend to achieve by producing one.
2. **Background**
The history of the Parish will be outlined in this section, along with Tollerton's journey towards creating a neighbourhood plan.
3. **Consultation Process**
The consultation process to date, including the reason for consultation, the main findings from each meeting, and photographs of consultation materials and meetings.
4. **Vision and Objectives**
This chapter will illustrate the vision, objectives and main policies in a clear and simple 'Policy Tree' to be used as a reference for the following sections.
5. **Policy Overview**
A policy matrix against each objective to ensure that each policy is in line with at least one objective.
6. **Policies**
 - a. xxxx
7. **Monitoring and Review**
This section will include details of future monitoring of the neighbourhood plan including particular circumstances that may trigger a review of the plan.
8. **Proposals Map**
The final proposals map(s).
9. **Glossary**
Definition of key terms used throughout the plan. To include planning terms such as 'sustainable development' and 'greenbelt' which have specific planning definitions and designations.

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7. Next steps

- 7.1. These recommendations set out in this document will be discussed with the neighbourhood plan group in further detail at a meeting. This will help identify any gaps or areas where more focus should be given within the plan.
- 7.2. Following this meeting a revised policy family tree will be issued and the emerging policy document (EPD). This document will aim to be a plain-English summary of the proposed policies and aspirations and will be consulted upon. Following analysis of the consultation findings the first draft of the Tollerton Neighbourhood Plan will be prepared. 

Appendix A: Anatomy of a Policy



*Further explanation of the types of policy:

- **Criteria** - A policy that is based on criteria, if the criteria is met then it the subject is acceptable, otherwise it is deemed unacceptable.
- **Topic** - This policy will deal with a specific topic (eg. schools), it might mention the type of school preferred in the area or any consideration/improvements that should be given to existing schools.
- **Spatial** - This type of policy uses mapping/diagrams to illustrate certain areas or zones, it might show where development is deemed acceptable or unacceptable.
- **Upgrading non-statutory documents** - This policy will suggest particular documents for upgrading so that they are used as policy (eg. Design Guide).

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