



Virtual Minutes of the Bradford on Avon Town Council Environment & Planning Committee

Held online

On Wednesday 17<sup>th</sup> June 2020 at 7.00 p.m.

Present:

Cllr A Kay (Chairman)

Cllr J Parker (Vice Chairman)

Cllr D Newton

Cllr S Gibson (Unitary Councillor South) arrived 7.17p.m. and left again at 8.30 p.m.)

Chris Hogg – (Green Spaces Officer)

Cllr E Franklin

Colin Johns (Bradford on Avon Planning Consultant)

Val Baker (Admin Clerk)

Lydia Booth (Communications Officer)

Members of the Public: Jes Wire and 2 others

Apologies: There were none.

1. Minutes

It was proposed by Cllr Parker seconded by Cllr Newton and with all in favour **RESOLVED:** to approve the Virtual E & P minutes for the 8<sup>th</sup> April 2020 and the delegated minutes of meeting for the 22<sup>nd</sup> April, 6<sup>th</sup> & 20<sup>th</sup> May & 3<sup>rd</sup> June 2020 as a true record.

2. Declarations of interests – there were none

3. Planning applications

- (i) It was proposed by Cllr Franklin seconded by Cllr Newton and with all in favour it was **RESOLVED:** to send the planning recommendations to Wiltshire Council.
- (ii) There were no delegated decisions to be made.

4. Correspondence relating to planning applications to be considered at this meeting

Planning Application 20/04306/TCA – An urgent request from Wiltshire Council was required and a response was given. It was **RESOLVED** to PERMIT with certain conditions (See planning recommendations).

Cllr Gibson joined the meeting having just left the Western Area Planning meeting where 19/09800/FUL - 12a Frome Road had been discussed. She reported that the end result being that the application has been turned down and deferred until the next committee meeting so that the officers can look more closely at turning circles and vehicle access within the site.

5. Chairman's Report & Environment update (Chairman's report attached to these minutes).

Cllr Kay reported that Becky Addy Woods had successfully been purchased for the community and now under BOATC ownership.

She thanked Cllr Newton for his carpentry skills and Lydia Booth for social media posts for the setting up of 'Grow Bradford' in the two swap stations, with Cllrs Franklin and Kay supplying plants. Further thanks to Cllr Franklin assisted by Lydia for their input into the RHS Newsletter about this project.

An update on the Asset Transfer was given with the target date of the 1<sup>st</sup> July 2020.

Discussions with Bath & West Community Energy (BWCE) had taken place with the first proposal for a Car Club being turned down.

Cllr Gibson, as a member of the task group will take the revised proposal to WC Climate Task Group for possible consideration on replacing EV points that are not functioning in the Station Carpark and will report back. With the imminent completion of the Asset Transfer there were other potential sites within the town that could be considered for more EV points.

She further reported that discussions had been held with the Preservation Trusts and other parties concerning the privately owned Avoncliff Weir located outside the Parish. This has been a problem for many years and now has a hole in it which has doubled in size since last summer on the downside of the river. Without the emergency repair, the weir could collapse and the river level could drop by as much as 2 mtrs which would have a devastating effect on wildlife and the biodiversity of the area, not least the aesthetics of the town. It was proposed by Cllr Kay seconded by Cllr Newton and with all in favour RESOLVED: to take this to **Full Council in July** for further discussion.

#### 6. Review of Neighbourhood Plan

Letters had been circulated with the agenda from Malmesbury Town Council (MTC) concerning a planning application for 71 houses which was approved by WC Strategic planning. This could potentially affect every other Parish & Town Council in Wiltshire whose Neighbourhood Plan is more than 2 years old. In 2019 the Government changed the National Planning Policy Framework (NPPF) article 14 and Wiltshire Council had allegedly failed to maintain a 5-year supply of land.

Cllr Kay and Colin Johns had attended a meeting earlier today organised by MTC to discuss this matter, attended by over 20 other towns and parishes. A comprehensive and in-depth discussion took place between Councillors concerning the above and Bradford on Avon Town Council's way forward for their own Neighbourhood Plan revision.

It was proposed by Cllr Newton seconded by Cllr Kay and with all in favour RESOLVED: to set up a Neighbourhood Working Group, membership to be agreed, but to also include professional resources and to request that the Resources Committee and Full Council **assign a budget to this** based on the previous Neighbourhood spend.

#### 7. Biodiversity Resolution

Cllr Kay reported that a Biodiversity Resolution had been passed at the last Full Council meeting. A draft report had been circulated to members prior to this meeting. Chris Hogg gave an overview of the commissioning of an Ecological Survey Methodology for the management of 'Greenspace' land owned by Bradford on Avon and future areas due to be transferred by Asset Transfer in July. The report which will be tendered and will provide a baseline for the monitoring of biodiversity and recommendations to increase biodiversity in Bradford on Avon, data collated from this will be incorporated into the revised Neighbourhood Plan. The final version of the Biodiversity report to be circulated with these minutes.

#### 8. Biodiversity Education and Communication

Cllr Kay reported that running alongside the Biodiversity report was a Town Council initiative to provide education and communication to enable people to understand the reasons behind biodiversity and the benefits of how this will influence our own wellbeing and the wellbeing of the environment.

A motion was proposed by Cllr Newton seconded by Cllr Kay and with all in favour RESOLVED: to spend up to £4000 from the E & P budget on Education and Communications as specified in the proposal, as required. The monies will cover website changes, social media feeds, signage and small educational films. It was Bradford on Avon Town Council's intent to enable the public to engage in a survey that will allow them to interact and comment.

Cllr Newton reported that he has been in contact with Fergus Beeley of the Blue Campaign, who has advised on and been very supportive of the Biodiversity Resolution; and also with the Centre for Sustainable Energy, who have already engaged with the town's Youth Service, will be able to provide support on eco aspects of the Neighbourhood Plan, and also a number of other areas, including information leaflets and a review of our Climate Emergency documentation.

#### 9. Correspondence to note

- (i) Fencing in Lamb Yard – Letter with concerns about the Harris fencing in Lamb Yard were noted. Further updates on any progress was still awaited.

The meeting closed at 8.45 p.m

#### Appendix 1 - Members of Public comments

Jes Wire said it was a good meeting and reported that he had been speaking to Tim Trimble about a possible Electric Car Club survey, this would enable BOATC to see who in the town might use this if it was there, and wondered if the survey could be extended to electric bike usage; also the government are in talks to legalise electric scooters and this could also be included in the survey. So, there were 3 different ways of transport and it would be good to get this information included in the survey.

BRADFORD ON AVON TOWN COUNCIL  
 PLANNING APPLICATIONS CONSIDERED AT THE DELEGATED ENVIRONMENT & PLANNING  
 COMMITTEE MEETING ON WEDNESDAY 17<sup>th</sup> JUNE 2020

Town Council reference	1
Ward	Bradford on Avon South
Planning Application Number	20/03681/ADV
Type of application	ADV
Date to comment	26.06.20
Town Council meeting date	17.06.20
Case Officer	Steve Vellance
Applicant	Mr L Brown (Cllr)
Address	The Hub Church St Bradford on Avon BA15 1LS
Description of work	Proposed non-illuminated hanging sign and name plate
Town Council recommendation	PERMIT - The signs for the Hub are less intrusive than the previous HSBC signs – and look fine.

Town Council reference	2
Ward	Bradford on Avon South
Planning Application Number	20/036282/LBC
Type of application	LBC
Date to comment	26.06.20
Town Council meeting date	17.06.20
Case Officer	Steve Vellance
Applicant	Mr L Brown (Cllr)
Address	The Hub Church St Bradford on Avon BA15 1LS
Description of work	Proposed non-illuminated hanging sign and name plate
Town Council recommendation	PERMIT - The signs for the Hub are less intrusive than the previous HSBC signs – and look fine.

Town Council reference	3
Ward	Bradford on Avon North
Planning Application Number	20/03700/CLE
Type of application	CLE
Date to comment	25.06.20
Town Council meeting date	17.06.20
Case Officer	Eileen Medlin
Applicant	Mr & Mrs Solates
Address	4 Leigh House Cottages Leigh Rd West BA15 2RE
Description of work	Certificate of Lawfulness for the use of land for equestrian and erection of associated buildings
Town Council recommendation	See Comments over leaf

Planning Application No 20/03700/CLE No 3

4 Leigh House Cottages Leigh Rd, BA15 2RE

Certificate of Lawfulness for the use of land for equestrian and erection of associated buildings

Bradford on Avon Town Council Comments

The application for 20/03700/CLE will need to be determined by Wiltshire Council on the evidence provided. It is for the applicant to provide the necessary proof that the buildings have been on site for the duration claimed and for Wiltshire to check that this is correct. Regrettably the site shows how it has grown in an uncoordinated way and it does have an adverse effect on openness of the Green Belt. However, if the evidence is accepted there is nothing that we can do but issue the certificate. **Further intrusion into the Green Belt needs to be resisted.**

BRADFORD ON AVON TOWN COUNCIL  
PLANNING APPLICATIONS CONSIDERED AT THE DELEGATED ENVIRONMENT & PLANNING  
COMMITTEE MEETING ON WEDNESDAY 17<sup>th</sup> JUNE 2020

Town Council reference	4
Ward	Bradford on Avon North
Planning Application Number	20/04306/TCA
Type of application	TCA
Date to comment	03.07.20
Town Council meeting date	17.06.20
Case Officer	Beverley Griffin
Applicant	Mr Mervin Harris
Address	26 Belcombe Rd BA15 1Lz
Description of work	Sycamore (T1) lift canopy to 4m Horse Chestnut (T2) lift canopy to 4m
Town Council recommendation	PERMIT - As long as due diligence with birds nesting is observed. The Bath & BOA Special Area of Conservation for Bats includes protection of bats in this area & the rare Bechstein's bat Myotis Behsteinii can roost in mature trees like this & it is recommended that an Ecological Officer be present when work is being carried out.



Alex Kay, E&P Chairman's report 17/06/20

## Environment

1. **Becky Addy Woods, 28/04/20:** purchased for the community, by the Community!  
<https://bradfordonavontowncouncil.gov.uk/becky-addy-wood/>
2. **New bin store at SMH, 12/06/20:** A neat job to contain the waste bins for SMH: more aesthetic and hygienic. Makes way towards restarting the Community Fridge project.
3. **New recycling collection** schedule has now been in place 3 months. I have recently written to Martin Litherland, WC Head of Service: Waste Management, Highways and Environment as I have concerns about the erratic pick up, at least in the Whiteheads/Silver Street area. The pavements are too narrow for collection bags to be left over several days and it causes unnecessary litter.
4. **GrowBradford:** Two swap stations at Whitehill PB and St Laurence Road have been up and running successfully throughout lock-down. This has been a great feel-good community project with a green heart, benefiting well-being, community cohesion and grow-your-own. To feature in RHS newsletter. Many thanks to Lydia for messaging, Dom for the shelves/seed boxes, Emma and Alex plants, and everyone for sharing seeds and seedlings.  
<https://bradfordonavontowncouncil.gov.uk/grow-bradford-on-avon-launches/>
5. **SW in Bloom 2020 cancelled:** keep on growing and posting your garden highlights. Look out for some virtual tours of Secret Gardens. Remember to leave some untidy corners in your garden to harbour wildlife. Planters looking good! Many thanks to Emma for keeping the town planters looking lovely despite lockdown.
6. **Blue hearts:** During lockdown, I made 4 blue hearts with Wilding messages deployed in the planters by the river and at Poulton. More to come!
7. **Asset Transfer update:** Wiltshire Council cabinet approved deal, with further work required for cemetery transfer: on track with legal details in progress.
8. **EV charging points, 19/06/20:** Further correspondence from E&P in support of BWCE's application for RCEF Grant Application for Community Owned electric vehicle charging and car club network feasibility study. Unfortunately, the car club comment has been removed from the proposal, but renewable-EV sites in BoA are still under consideration.
9. **Avoncliff Weir emergency repair project:** I am working with a few people/organisations to prepare a proposal to repair the badly damaged Weir. If it were to fail we would lose ca. 2 metres water depth through the town and this would be catastrophic to our historic townscape. I recommend taking this proposal and requesting support from FTC July 7th.

## Planning

1. **URGENT:** Neighbourhood Plan 2036 update project to be started: launch of steering group in postponed until further notice. Several emails have circulated to Cllrs about NP and local Plan updates. BoA Contact BOATC if you are interested in helping.

### Local Plan Review: Identifying Strategic Priorities for Bradford on Avon Sent to Wiltshire Council, Senior Planning Officer 16/3/20

Amendments and additions can be made. Suggestions welcome.

- Deliver employment growth and retention of all existing employment sites
- Provision of affordable, sustainable housing to help reduce high levels of need in the town
- Reduce traffic and congestion
- Improved air quality within the town centre, reducing the impact of traffic, particularly within the AQMA
- Continue to conserve, maintain and enhance the unique historic architecture of the town
- Improve the pedestrian and cyclist environment through and around the town
- Support the achievement of a carbon neutral Bradford on Avon by 2030 (as in Climate Emergency Motion, 2019)
- Achieve high quality design in new buildings and the public realm that respects and responds to its context and sustainability with respect to environment
- Develop enhanced overarching plan for Green-space management and tree-planting in order to maximise biodiversity and well-being, and to establish 'green corridors' throughout the town.



Commissioning of ecological base survey and methodology for ongoing monitoring in Bradford-on-Avon, with ecological management recommendations.

#### Introduction

This is a summary for the commissioning of work. Existing draft mapping and site summaries will be made available prior to surveys commencing.

Aim, to maximise biodiversity on Bradford-on-Avon Town Council land, considering the continuation of existing uses and the capacity of the land to address climate change.

Purpose, to inform:

- Management of green spaces owned by Bradford-on-Avon Town Council
- Management of green spaces carried out under contract for Bradford-on-Avon Town Council
- Actions to influence ecology in private and other land in the parish
- Implementation of current and future Neighbourhood Plans

To provide a baseline for ongoing monitoring of biodiversity and recommendations to increase biodiversity.

#### Quotations

Quotations must be inclusive, for example including all costs for surveying, reporting and provision of GIS data as well as any travel and accommodation expenses. Work must be completed in summer 2020 to inform a report to be completed in September 2020. The contract must be completed and submitted by 31<sup>st</sup> August 2020.

Any work must be carried out under appropriate licences and the work should be undertaken and submitted by a suitably qualified ecologist, for instance registered with CIEEM.

Quotations may include cost-neutral variation from the specifications if it can be demonstrated that it would enhance future management.

We reserve the right to agree reasonable changes to the contract with any appointed contractor.

The Green Spaces Officer of the Town Council will be available to support and inform the work during this time. Please direct any questions about this contract directly to him on 01225 864240.

**Quotations with proposals should be submitted to:**

**Chris Hogg, Green Spaces Officer, Bradford on Avon Town Council**  
**[chris@bradfordonavontowncouncil.gov.uk](mailto:chris@bradfordonavontowncouncil.gov.uk)**  
**by 4pm on Friday the 26<sup>th</sup> June 2020.**

## Context

Bradford on Avon Town Council has recently adopted a Biodiversity Policy and therefore seeks evidence to inform its implementation. The approach is to maximise biodiversity and to consider potential impacts on climate change.

Bradford on Avon currently owns land, used for various purposes such as allotments, playing fields, a cricket pitch, a bowling green, formal parks, gardens as well as one ancient woodland and a secondary sycamore dominated woodland. Details below.

Bradford on Avon Town Council will be taking on a further area of land from Wiltshire Council, which will include playing fields, playgrounds, a country park, two meadows, a cemetery, and two fields currently subject to grazing licences. Details below.

Bradford on Avon Town Council will also be managing the services contract, currently delivered by IDverde, which includes grounds maintenance of the land above, but also further areas of grounds maintenance such as on verges, hedgerows and closed churchyards. Details below.

*These areas are all within 2km of the centre of the town. Maps of these areas will be made available as GIS files to the contractor at the start of the contract.*

This work should be considered in terms of such a Nature Recovery Network currently being produced by the Wiltshire and Swindon Biological Records Office with Wiltshire Council, local and national policies and potential funding sources.

## Approach

The purpose of this work is to produce and collate data then make recommendations in order to assist the Town Council to maximise biodiversity and to consider potential impacts on climate change.

The town council wishes to apply an ecological approach to management of its land, and where possible to influence that approach across the town. Therefore, this work should include both short and long term recommendations, providing for the development of a long term management strategy of the land and can include ambitious and radical suggestions.

The council wishes to have baseline data for its own land, to have recommendations for ecological management of its own land and for that to be considered in the context of the whole landscape. This can then be used to create site management plans, to direct the council's own resources, to gain funding for biodiversity gain, for the implementation of available funds for district licensing of GCN, and to support separate funding applications. We intend to use the data to provide evidence for planning policy and to influence and assist other landowners and managers in the town, and to allow for longer term ecological monitoring.

Much of this land is of a low diversity – likely to be Improved Grassland – so we want to concentrate commissioned surveying expertise on particular areas with more complex ecology. Much of this improved grassland includes verges, areas of utility grassland alongside housing, playing fields and their boundaries and would be important sites for ecological improvement, so management regimes for sampled examples, for instance the including the appropriateness of altered grass cutting should be included. Assessment and proposals should be made on the basis that current use of the sites will continue, though more radical changes in use that would bring large gains changes in biodiversity can be suggested.

## Scope of works:

The intention is to create a baseline of biodiversity data. In this scope we have prioritised more detailed work on land we believe to have the most complex biodiversity for more detailed surveying, but also to carry out lower resolution assessments of all land owned and under the control of the council. Our ambition is to have an assessment of all land owned and under the control of the council, and then in the future to continue to map the entire parish area. Approaches that advance us towards that ambition are welcome, for instance in carrying out, or establishing a mechanism to continue the coverage of Biodiversity Metric 2.0.

Desktop reviews of existing data using usual datasets can be supplemented with data that will be made available by Bradford-on-Avon Town Council. Some of that data is listed below. Reasonable consideration should be made of known and observed land constraints, of resources and capacity (including priorities for action and timescales or timed phasing). Further ambitious suggestions should be included without such constraints.

Therefore, alterations to the specification that would improve the coverage of data and evidence for recommendations will be considered. Whilst the land is defined by boundaries, the town and wider landscape in terms of habitat and species connectivity should be considered in recommendations.

### **1 Preliminary Ecological Appraisal (PEA) of priority sites owned by town council**

Biodiversity metric 2.0 calculations to be carried out on this land.

Including habitat surveys under Phase 1 or NVC and UK Habitat Classification, dominant species, invasive species, tree cover, linear features, water features. An appraisal of condition, quality, distinctiveness and connectivity. And consideration of existing, and potential for, protected species.

These are believed to have the most complex biodiversity of our current and projected land holding.

### **2 Recommendations for ecological improvement to maximise biodiversity on this land.**

	Area (Ha)		
Barton Farm Country Park – North Meadow	2.35		
Barton Farm Country Park – Far area	6.2		
Becky Addy Wood	4.1		
Kingston Wood	0.6		
Bradford on Avon Cemetery	2.4		
Bradford-on-Avon Cemetery extension	4.1		
Greenland Wood/ The Strips	1.4		
Arnold's Wood	0.4		

3 Desk study informed by sampled ground surveys of all land under Bradford on Avon Town Council Control:

For this land, consider application of Biodiversity Metric 2.0.

<i>INCLUDES:</i>	<i>Area (Ha)</i>	<i>Notes</i>	
<i>Barton Farm Country Park – Near area</i>	<i>2.5</i>		
<i>Barton Farm – River Avon, riparian ownership of town council* *ownership and rights to be clarified</i>	<i>1500m one bank 300m both banks</i>		
<i>Victory Field</i>	<i>1.55</i>		
<i>Culver Close</i>	<i>2.45</i>		
<i>Tory Trees</i>	<i>2.34</i>	<i>Ecological report available</i>	
<i>Moulton Drive</i>	<i>2.5</i>		
<i>Sladesbrook and Bancroft Allotments and park</i>	<i>2.4</i>		
<i>Bearfield</i>	<i>1.2</i>		
<i>Poulton Meadow and field</i>	<i>7.3</i>	<i>Ecological reports and management plan available</i>	
<i>Frome Road Allotment</i>			
<i>Shoulder of Mutton Allotment</i>			
<i>Bearfield Play Area</i>			
<i>St Aldhelm Play Area</i>			
<i>Greenland View Play Area</i>			
<i>Spencers Orchard Play Area</i>			
<i>Budbury Place car park</i>			
<i>Full information to be issued as mapping at start of contract</i>			

*Bradford on Avon Town Council will also be managing the service contract, currently delivered by idverde, which includes grounds maintenance of the land above, but also further areas of grounds maintenance such as on verges, hedges and closed churchyards. These may provide significant opportunities to include ecological connectivity.*

	<i>Area</i>	<i>Description and use</i>	
<i>Grounds maintenance areas</i>	<i>119 Ha</i>	<i>Footpaths, Hedges, Local Highways Grass, Rough Cut Grass, Shelter Belt, Scrub throughout the town</i>	

**4 Recommendations for ecological improvement to maximise biodiversity and climate impact on all land under Bradford-on-Avon control, particularly considering connectivity.**

**5 Recommendations for influencing ecological improvement on other land within the parish, particularly considering an emerging Nature Recovery Network (NRN).**

**6 Recommendations for ongoing biodiversity monitoring, particularly considering the resources and capacity of volunteers in the town, work being undertaken by other bodies (such as the NRN) and where specialist expertise is best targeted.**

**7 Recommendations of relevant funding sources for implementation of biodiversity improvements**

Data held, draft.

Data will be made available at the start and during the period of the contract. Some of this data is held under various licence arrangements and will only be released under those terms. Licenced source data must only be used for the work under this contract and must be deleted (upon completion of work and submission to the Town Council). Work completed under the contract must be available to be used and distributed by the Town Council for any subsequent purpose.

<i>Dataset</i>	<i>Supplier/Source</i>	<i>Format</i>	<i>Location</i>	<i>Progress or date</i>
<i>BOA Neighbourhood Plan</i>	<i>BOA</i>	<i>Pdf</i>		
<i>Trowbridge Bat mitigation plan</i>	<i>WC</i>	<i>Pdf</i>		
<i>Extent of Bath &amp; BOA Bat SAC, other habitat and species designations</i>	<i>Magic Defra</i>	<i>Webview GIS download</i>		<i>Held</i>
<i>OS Mastermap</i>	<i>OS</i>	<i>GIS</i>	<i>BOATC</i>	<i>Held</i>
<i>OS Mastermap Greenspace</i>	<i>OS</i>	<i>GIS</i>		
<i>OS Openmap Greenspace</i>	<i>OS</i>	<i>GIS</i>		
<i>Extent of ownership</i>	<i>BOATC</i>	<i>GIS</i>		
<i>Extent of Grounds maintenance contract and current</i>	<i>BOATC</i>	<i>GIS</i>		

<i>maintenance regime</i>				
<i>Highways data</i>	<i>WC</i>			<i>Held</i>
<i>Street lighting data</i>				<i>Not held</i>
<i>Site Summaries</i>				
<i>Existing site ecological surveys</i>	<i>Poulton Meadow Tory Trees</i>			
<i>Habitat mapping</i>	<i>held by BRO</i>	<i>Spreadsheet/ GIS</i>		<i>Held</i>
<i>Species records</i>	<i>held by BRO</i>	<i>Spreadsheet</i>		<i>Held</i>
<i>Ecological reports attached to planning applications submitted in the town. TBC</i>		<i>As accessed from WC planning portal</i>		<i>Not held</i>
<i>Local volunteer records, BTO survey, butterfly transects, species lists</i>		<i>Various</i>		
<i>River Flood data</i>	<i>EA</i>			
<i>Surface Flooding data</i>	<i>EA</i>			
<i>WWNP mapping</i>	<i>EA</i>			
<i>Land Cover Maps for 2017, 2018 and 2019</i>	<i>CEH</i>			
<i>Recreated Land Cover Map for 1990</i>	<i>CEH</i>			
<i>25 years of Land Cover Change</i>	<i>CEH</i>			