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APPLETON ROEBUCK & ACASTER SELBY PARISH COUNCIL
Clerk to the Council: Mrs Fiona Vicary

[REDACTED]

Mr A McMillan
Policy Officer
Selby District Council
Doncaster Road
Selby
YO8 9FT

4th July 2012

Dear Andy,

RE: APPLETON ROEBUCK STATUS AS A DESIGNATED SERVICE VILLAGE

The Appleton Roebuck and Acaster Selby Parish Council would like to reiterate their commitment to Appleton Roebuck becoming a Designated Service Village.

In 2010 the Parish Council submitted comments on Selby District Council's Draft Core Strategy document. Many of the comments made then are still relevant now and your attention is brought to the following points:

- In putting forward this proposal, the Parish Council is not seeking any significant expansion of the village but to ensure that modest, planned growth can occur over the timescale of the LDF to provide affordable housing, to meet local housing needs and to at least maintain the population base of the village. It is necessary to do this to sustain existing services as household size reduces.
- The Parish Council accepts that in SDC's Core Strategy the majority of new residential and employment development and services is to be directed to Selby and thereafter to the market towns of Sherburn and Tadcaster and following that to Service Villages but it is notable that, apart from Appleton Roebuck, there is no other Service Village proposed in the north west sector of the District.
- National Policy recognises that in rural areas service centres can comprise a group of settlements not just a single settlement and the Parish Council suggests that in the north west sector of the District the settlements of Acaster Selby, Bolton Percy, Colton, Bilborough and Appleton Roebuck can properly be treated as a group of settlements for the purposes of promoting sustainable patterns of development. The settlements have close links with each other and for their continued wellbeing it is necessary to main services by targeting new development in the most efficient way possible.
- This is supported by Section 55 of the National Planning Policy Framework states that to promote sustainable development in rural areas, housing should be located where it will enhance or maintain the vitality of rural communities. For example, where there are groups of smaller settlements, development in one village may support services in a village nearby.
- The school in Appleton Roebuck is at the centre of the community and the centre for primary education for the group of settlements listed above. This is amply demonstrated by the current school roll which shows that 39% of children live in the villages listed above or in the surrounding countryside outside Appleton Roebuck. The importance of modest growth over time is also demonstrated by the fact that 20% of the children attending the village school live in houses built in Appleton Roebuck since 2000.
- The range of services and facilities available in Appleton Roebuck village and Parish comfortably exceeds what is available in the surrounding settlements. This suggests

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- that Appleton Roebuck should be regarded as a service village for the group of settlements and the place where new development and investment should be concentrated consistent with the scale of development in the group and the rural location.
- Appleton Roebuck is a stable community, that is to say, there is an extremely low turnover of population but there needs to be continued modest growth if the village is to remain a sustainable community.
- There needs to be continued modest growth within the catchment area of the school to ensure its future. Appleton Roebuck rather than any of the other villages in the group is the most sustainable location for such growth.
- The Parish Council does not consider that the long term needs of Appleton Roebuck, the Parish and the surrounding settlements can properly be met throughout the life of the Local Development Framework other than by upgrading the settlement to the status of a Service Village.

Based on the above points, and in line with the NPPF, the Parish Council therefore supports the designation of Appleton Roebuck as a Service Village under Policy CP1 of Selby District Council's Core Strategy. This status would allow some scope for additional residential and small scale employment growth to support rural sustainability.

In recent years development in Appleton Roebuck has primarily taken place in the gardens of existing properties or where one house has been replaced with several others. A number of issues have arisen with this type of development, for example the current parking issues on the highway outside Grayson Cottages. The Parish Council would prefer to move away from this type of development in order to focus on providing the most sustainable solution for future growth.

It is worth noting that the Parish Council has set up a working group made up of Parish Councillors and members of the village community to identify and recommend appropriate development sites within or adjacent to Appleton Roebuck to meet with the development requirements of Selby District Council's LDF (the target is currently ten houses over a fifteen year period). The working group will report its findings to the Parish Council for ratification before submitting to Selby District Council.

I enclose the following documents as evidence of the Parish Council's commitment to Appleton Roebuck becoming a Designated Service Village.

- Minutes of the May 2012 Parish Council meeting. Point 8 includes the resolution to continue to work towards becoming a Designated Service Village.
- The comments form for the Consultation Draft Core Strategy for Selby District, February 2010.

If you have any questions or need any further information regarding the Parish Council's commitment to Appleton Roebuck becoming a Designated Service Village, please let me know.

Yours sincerely



Mrs Fiona Vicary
Parish Clerk
Appleton Roebuck & Acaster Selby Parish Council

APPLETON ROEBUCK & ACASTER SELBY PARISH COUNCIL
Clerk to the council: Mrs Fiona Vicary, [REDACTED]

[REDACTED]

Minutes of the proceedings of the Appleton Roebuck and Acaster Selby Parish Council meeting held in the Parish Rooms on 2 May 2012

PRESENT

Cllr Keith Scott (Chairman for May meeting only), Cllr Janet Flint (Chairman elected at Annual Meeting of the Council), Cllr Peter Lawrence, Cllr Neil McVey, Cllr Jo Gilchrist, Cllr Roger Birkley, Mrs Fiona Vicary (Clerk)

Parishioners: 4

01 APOLOGIES

Cllr Bob Tate, Cllr Trevor Phillips, District Cllr Richard Musgrave

02 ACCEPTANCE OF MINUTES OF 4 APRIL 2012

The minutes were accepted as a true and accurate record.

03 MATTERS ARISING

Matters arising 07 – the next school governors meeting is in a fortnight. Cllr McVey will raise the issue of cutting the hedge at this meeting.

06 The annual audit – a meeting needs to be arranged with the Internal Auditor.
Action Clerk.

07 To provide an update on affordable housing – Selby District Council has confirmed that it is not in a position to convert any further properties from rental to shared ownership. Disappointment was expressed in both the take up of the properties and Selby District Council's and Broadacres' management of the allocations process. It was felt that the process was slow and unclear. **Action** Cllr Flint to write to Selby District Council to express this disappointment.

10 To report an update from Yorkshire Water to lay a hardcore base and erect a bollard by the pump station – Cllr McVey confirmed that that the legal documentation does not mention the upkeep of the access road. Local residents have expressed a desire for a hardcore surface but the Parish Council would prefer something better. A meeting will be held between the Parish Council and Yorkshire Water to discuss the issues. **Action** Cllr McVey.

04 DECLARATIONS OF INTERESTS

Cllr Scott declared a personal interest in item 16a (as a friend of the applicant) and a prejudicial interest in item 16b (as the planning applicant). Cllr McVey declared a prejudicial interest in item 16b (as a neighbour).

05 FINANCE MATTERS

- a) Received income from hire of Parish Rooms, total £120.
- b) Received income for burial plot, £80.
- c) Received first installment of precept from Selby District Council, £4250.
- d) The Parish Council resolved to approve the following payments:
 - Npower Limited (account H6950001, street lighting electricity), £223.38
 - Npower Limited (account H6950002, street lighting electricity), £42.55
 - Eastern Counties Fire Protection (annual service of fire equipment in the Parish Rooms), £111.60
 - Clerk's April wages, £238.56
 - Additional hours worked by Clerk, £144.13.
 - Clerk's April expenses, £72.47
 - Cleaner's April wages, £56.00

The Parish Council resolved to increase the Clerk's hours from six hours a week to nine hours a week. This will take effect from May 2012 and will be reviewed in three months.

06 THE ANNUAL AUDIT INCLUDING THE APPROVAL OF THE RISK ASSESSMENT DOCUMENT

The Parish Council resolved to approve the risk assessment document. This will be reviewed as required, but at least annually.

The Parish Council resolved to maintain the total fixed assets and long term assets figure, on the accounting statements required for audit purposes at £195,870.

07 CONSIDERATION AND APPROVAL OF THE ANNUAL ACCOUNTS OF THE PARISH COUNCIL

The Responsible Financial Officer presented the annual accounts and the accounting statements required for audit purposes. The annual accounts were presented unaudited as a meeting had not yet been held with the Internal Auditor. It was resolved to approve the annual accounts.

08 **TO RESOLVE WHETHER TO CONTINUE TO WORK TOWARDS ATTAINING DESIGNATED SERVICE VILLAGE STATUS**

During the Examination in Public of Selby District Council's Core Strategy, the Inspector stated that he remains to be convinced that Appleton Roebuck should be a Designated Service Village.

It was resolved to continue to work towards becoming a Designated Service Village and the Parish Council would ask the community if this is supported. **Action** Clerk to create a questionnaire with support from Parish Councillors and Selby District Council.

09 **CONSIDERATION OF A GRANT REQUEST TO HELP WITH THE COSTS OF A BOILER FOR ST JOHN'S CHURCH, ACASTER SELBY**

It was resolved to turn down the grant request as the boiler has already been paid for. Cllr Flint will clarify the PCC's position on funding and report back at the next meeting. **Action** Cllr Flint.

10 **CONSIDERATION OF A GRANT REQUEST TO HELP WITH THE COSTS OF A BARRIER FOR THE VILLAGE GREEN**

It was resolved to turn down the grant request.

11 **THE RENEWAL OF NYCC'S LOCAL BUS CONTRACTS AND HOME TO SCHOOL TRANSPORT**

North Yorkshire County Council undertakes to review bus service contracts on a four year rolling programme; the next area covered will be in the district of Selby. Current contracts for passenger transport services and home to school transport services of mainly 8 seats and under will terminate in April 2013 and the invitation for replacement contracts will be sent to operators in August 2012.

Information about current passenger transport services is available at www.northyorks.gov.uk/businfo If any parishioners have any comments on the current services, please contact transport@northyorks.gov.uk

12 **THE CONSIDERATION OF AN EVENT TO CELEBRATE THE QUEEN'S DIAMOND JUBILEE**

Cllr McVey proposed an event to celebrate the Queens' Jubilee on the 3rd June on the village green. Ideas to commemorate the event included planting a tree or

installing a wooden bench. These ideas will be discussed at a later meeting. Permission was granted to use the village green.

If the Parish Council organise the event, then there is Jubilee insurance that can be taken out free of charge from the current insurers, Aon Limited. It was resolved to form a sub-committee to organise the event and the insurance to be taken out. **Action Clerk.**

An outline of costs will be presented to the Parish Council at the next meeting. **Action Cllr McVey.**

13 AN UPDATE ON THE MANAGEMENT OF THE JAMES CAMPNEY TRUST

The management of the James Campney Trust appears to be under the control of the vicar incumbent of Bolton Percy. It is the opinion of the church that a rationalisation between the James Campney Trust and the Dame Mary Lindsay Charity occurred at some point during or after 2006. A meeting will be arranged to discuss the issues between all parties. **Action Clerk.**

14 THE RENEWAL OF THE PARISH COUNCIL'S INSURANCE POLICY

It was resolved to renew the insurance policy with Aon Limited. The premium cost, including the addition of Officials Indemnity and Libel & Slander is £1728.72.

15 THE DATE FOR THE ANNUAL PARISH MEETING

It was resolved not to hold the Annual Parish Meeting this year due to time constraints. The main users of the Parish Rooms have already submitted their comments for consideration during the Annual Meeting of the Council.

16 PLANNING

a) Revision to application 2008/1088/FUL proposed bedroom over the garage at 10 Malt Kiln Lane, Appleton Roebuck, York. The Parish Council resolved to return no comments.

b) Amended plans and information regarding the demolition of existing dormer bungalow and the erection of 8no. dwelling houses at 18 Malt Kiln Lane, Appleton Roebuck, York. Cllrs Scott and McVey left the room for the duration of the discussion and decision. The Parish Council resolved to send the following comments: The Parish Council's comments are that this development doesn't conform to current policy. The development is set forward from the existing building line and there are concerns about the single track road that leads to the access to the development and

that the provision of a passing place doesn't wholly alleviate our concerns and request that the North Yorkshire Highways Authority are made aware of these access issues.

17 CORRESPONDENCE

- a) Santander has confirmed that the signatories on the Parish Council's bank accounts have been updated.
- b) Armed Forces Day – Fly a flag.
- c) North Yorkshire Fire Service has no objection to the premises licence application.
- d) A request from Askham Bryan College to work with community groups.
- e) Recruitment of two co-opted independent members of the North Yorkshire Police and Crime Panel.
- f) Selby District AVS – sustainability training programme.
- g) Details of the NALC's "People In Action" conference.
- h) The White Rose update is available electronically on request.
- i) NYCC has sent the orders for the grass cutting grants, Appleton Roebuck £718.90 and Acaster Selby £1368.74. **Action** Clerk to apply for grants.
- j) Letter of resignation from the Parish Council from Cllr Tate. Selby District Council will be notified and a notice of vacancy will be put on the Appleton Roebuck noticeboard. **Action** Clerk.

18 PARISHIONERS COMMENTS

The grass has not been cut in Acaster Selby. **Action** Clerk to contact the contractor. Could all users of the Parish Rooms please remember when displaying pictures, to use the notice boards and not use sticky tape on the walls.

19 DATE OF NEXT MEETING

Wednesday 6th June 2012 at 7:30pm in the Parish Rooms.

The meeting closed at 10:45 pm.



**Comments Form
Consultation Draft Core Strategy
for Selby District
February 2010**



Office use
ID No:

Find out more and Let us Know your Views.....

Consultation on the Draft Core Strategy begins on Thursday 18 February 2010 and comments should be submitted by **1 April 2010**.

Details of consultation events are available through the Council's Citizenlink newspaper, the local press, and our website www.selby.gov.uk.

Copies of the accompanying evidence base including the Sustainability Appraisal Report and Background Papers can also be viewed on our website or at Access Selby, contact centres in Sherburn in Elmet and Tadcaster and local libraries in the District.

You can now submit your comments directly online and we will keep you informed about future stages of the LDF. Please go to our dedicated consultation website for the LDF at <http://selby-consult.limehouse.co.uk> to register your details and submit comments.

Alternatively you can complete a comments form (like this one) which is available from the Core Strategy pages of our website www.selby.gov.uk and e-mail to ldf@selby.gov.uk. Comments forms are also available from the 'consultation points' referred to above and may be posted to the LDF Team, Development Policy, Selby District Council, Civic Centre, Portholme Road, Selby YO8 4SB. Faxed comments, using this form should be sent to (01757) 292090.

Please submit your comments by 5pm on Thursday 1 April 2010

Please provide your contact details below. We do not accept anonymous comments.

a) Personal details		a) Agent details if you are using one	
Name	Mrs S Brambles (Clerk to the Council)	Name	
Organisation	Appleton Roebuck & Acaster Selby Parish Council	Organisation	
Address	'The Brambles' 3 Southfield Grange Appleton Roebuck York	Address	
Postcode	YO23 7EH	Postcode	
Tel	[REDACTED]	Tel	
Fax		Fax	
Email	[REDACTED]	Email	

Please tell us on which part of the document you are commenting:

Section Number / Paragraph(s) / Policy Number

Policy CP1

Do you agree with this text / policy? Yes / No / Partly - Not in relation to Appleton Roebuck

Please add any comments below

What is wrong with it? How should it be changed? Does anything need adding?

These representations concern the implications of Policy CP1, which designates Appleton Roebuck as a "secondary village", for the future wellbeing of the settlement. Our reading of the draft document suggests there is little scope under Policy CP1A(b) for development to be approved during the life of the Local Development Framework which the Parish Council considers to be vital to the sustainability of the settlement and of surrounding settlements which rely on Appleton Roebuck for a range of services.

There is currently permission only for 16 new houses in the village 4 of which are almost ready for occupation. The Parish Council is not aware of any sites within the Development Limits which meet the criteria for development set out in Policy CP1A(b) other than brownfield sites currently used for employment or community purposes which help to sustain the viability of the village. There is no opportunity within the policy to review the Development Limits or to designate an employment site to serve the village (for example, by consolidating existing industrial developments on Acaster airfield, which lies within the Parish) or to recognise the desirability of redeveloping farmsteads within the village which remain greenfield by definition.

The Parish Council therefore objects to the current designation of Appleton Roebuck and proposes that it should be re-designated as a Service Village under Policy CP1A(a). In putting forward this proposal, the Parish Council is not seeking any significant expansion of the village but to ensure that modest growth can occur over the timescale of the LDF to provide affordable housing, to meet local housing needs and to at least maintain the population base of the village. It is necessary to do this to sustain existing services as household size reduces.

The Parish Council accepts that under Regional Spatial Strategy policy the majority of new residential and employment development and services is to be directed to Selby and thereafter to the market towns of Sherburn and Tadcaster and following that to Service Villages but it is notable that the Core Strategy currently does not identify any Service Village in the north west sector of the District.

National Policy recognises that in rural areas service centres can comprise a group of settlements not just a single settlement and the Parish Council suggests that in the north west sector of the District the settlements of Acaster Selby, Bolton Percy, Colton, Bilborough and Appleton Roebuck can properly be treated as a group of settlements for the purposes of promoting sustainable patterns of development. The settlements have close links with each other and for their continued wellbeing it is necessary to main services by targeting new development in the most efficient way possible.

The school in Appleton Roebuck is at the centre of the community and the centre for primary education for the group of settlements listed above. This is amply demonstrated by the current school roll which shows that 39% of children live in the villages listed above or in the surrounding countryside outside Appleton Roebuck. The Importance of modest growth over time is also demonstrated by the fact that 20% of the children attending the village school live in houses built

in Appleton Roebuck since 2000.

Within the village and Parish are, for the size of the settlement and in comparison with the other villages in the group, is a good range of services, employment opportunities and community infrastructure, for example:

Service facilities and employment opportunities

- Post Office¹
- 2 Public Houses
- Petrol Filling Station/Garage/MOT Testing Centre
- Vehicle Bodywork Fabrications Business
- Diving School including film/TV program makers
- Lawnmower maintenance workshop
- Holiday caravan site
- Bus repair and maintenance business
- Carpet fitting and manufacturing business
- Joiners/building contractors
- Livery Stables

Community facilities

- 2 Churches
- Chapel
- Tennis Courts²
- New detached classroom at the school available for community use
- Village Hall/Parish Room

Community groups

- Drama group
- History group
- Good Companions (Senior Citizen Group)
- Pre-School Playgroup
- Little Apples (Playgroup for younger children)
- Youth Club
- Parent Teacher Association
- Appleton Roebuck Fund Raising Group
- Tennis Club
- Badminton Club²
- Community Responders for Ambulance Service

The range of services and facilities available in Appleton Roebuck village and Parish comfortably exceeds what is available in the surrounding settlements. This suggests that Appleton Roebuck should be regarded as a service village for the group of settlements and the place where new development and investment should be concentrated consistent with the scale of development in the group and the rural location.

Public Transport

Appleton Roebuck is served by 7 buses per day (mon-sat) to/from York. A review of the service with the prospect of it extending to Tadcaster is due in May of this year.

We consider that this is a satisfactory level of service at this time. However we would like to have our service to Tadcaster re-instated as soon as possible.

Village Store/Shop

There is currently no general store/ village shop in Appleton Roebuck. For sometime, however, the Parish Council has been committed to the provision of a shop and various sites and premises have been considered. Premises offered by a local landowner for this purpose have not yet become available and the Parish Council is currently considering using the Parish Room for this purpose, as it already does for the provision of the Post Office service.

A community-based shop is proposed as the Parish Council recognises the difficulty of finding tenants or managers to run a new shop in a rural community. The Parish Council is in contact with Stillington Parish Council (in Hambleton) where a community-run shop opened approximately 2 years ago and has proved extremely successful. The Parish Council hope to build on Stillington's experience.

Notes:

¹ The Post Office, which provides key services in rural communities, has been omitted from the list of village facilities in Background Paper No.5

² In common with many rural areas, recreational facilities in the locality are not concentrated in one settlement. Here, football and badminton facilities are provided at Bishopthorpe and Copmanthorpe and the "local" cricket field is at Bolton Percy.

Please copy / print extra sheets and use a new sheet for each section / policy

Please add any further comments you may have about the Draft Core Strategy including:

- **Any omissions**
- **The Background Papers / Reports**
- **The Sustainability Appraisal**

CS Background Paper No.5 : Sustainability Assessment of Rural Settlements

The Sustainability Assessment is based on a now somewhat elderly but similar Assessment prepared by the East Riding of Yorkshire Council which is no longer used in the planning process as a material planning consideration. It was an early attempt to assess the relative sustainability of rural settlements but it is now recognised by that Council, by Appeal Inspectors and more widely that it has some serious shortcomings and lacks the sophistication to be used as a basis for planning policy.

Similarly, Background Paper No. 5 draws conclusions (including the designation of Appleton Roebuck as a secondary village) from very basic information. To be fair, the shortcomings of Background Paper No. 5 are recognised within the document.

For example, settlement classification by size and basic local services need to be considered not just on a settlement by settlement basis but in relation to the level of services in groups of villages which identify with one another. Classification by accessibility seems to the Parish Council, in relation to Appleton Roebuck, to be flawed. In relation to classification by access to local employment opportunities, the Parish Council considers that "access" should be assessed by reference to a combination of distance and transport modes, not just distance: also (as is acknowledged in the document) local employment opportunities including agricultural opportunities, are difficult to quantify.

Any errors or rankings based on incomplete information in the five separate classifications covered in the Background Paper are compounded in the summary of relative sustainability ranking at Table 7. Specifically, the Parish Council does not accept that Appleton Roebuck's overall ranking (No. 4 – least sustainable settlement) is a true representation of its importance as a Service Centre in the relatively sparsely populated north west sector of the District.

Put simply, Appleton Roebuck may not be sustainable in comparison with – say – Brayton or Barlby but that begs the question – how are the small settlements in the north west sector of the District to be properly serviced in the future – not from Brayton or Barlby, we suggest.

In Summary

- There is no land currently available for development within the Development Limits of Appleton Roebuck.
- The Parish Council does not want to see any local facilities lost, which would be a consequence of the redevelopment of brownfield sites within the village.
- Appleton Roebuck is a stable community, that is to say, there is an extremely low turnover of population but there needs to be continued modest growth if the village is to remain a sustainable community.
- There needs to be continued modest growth within the catchment area of the school to

ensure its future. Appleton Roebuck rather than any of the other villages in the group is the most sustainable location for such growth.

- The Parish Plan, approved in January 2005 after lengthy consultation in the village, promotes development which is necessary to maintain activity in the village at least at its present level. The Plan recognises that more affordable housing is required and that any new market housing should be predominantly small units rather than large houses.
- The Parish Council does not consider that the long term needs of Appleton Roebuck, the Parish and the surrounding settlements can properly be met throughout the life of the Local Development Framework other than by upgrading the settlement to the status of a Service Village.

Please sign and date the form

Signed Keith Scott (Chairman AR & AS PC)

Date 31st March 2010

If you have any questions or need some further information please contact the Local Development Framework Team on 01757 292034 or by email to ldf@selby.gov.uk.

Please return this form **no later than 17.00hrs (5pm) on Thursday 1 April 2010** to the LDF Team, Development Policy, Selby District Council, Civic Centre, Portholme Road, Selby, North Yorkshire, YO8 4SB

Please answer a few more questions on the attached sheet which will help us to improve the way we consult in the future

Help us to help you....We will separate this sheet from the form so you cannot be identified

<i>Please tick</i>	How did you find out about this consultation exercise?	How would you like to be kept informed in the future?
By email direct from us		✓
On the Council's website		
At 'Access Selby' or other Council office		
At local library		
Local Press Notice		
Local Newspaper Article		
Poster		
'Citizenlink' Council newspaper (through letter box)		
Supermarket handout		
Drop-in session		
Other (please state)	Letter from SDC dated 18/02/10	

<i>Please tick</i>	How did you view the Core Strategy document?	How would you prefer to view the documents in future?
As a hard copy from us		
As a hard copy at a library/council office		
As a hard copy printed off the website		
As a hard copy printed from CD supplied	✓	✓
On-screen on Council's main website		
On-screen on Council's Consultation website		
On-screen from CD supplied		
Only looked at summary leaflet		
Other (please state)		

What else can we do to make it easier for people to get involved with the LDF?

Please tell us which age group you fall into:			Please answer the following:
Under 18		35-44	Do you consider yourself to have a disability? Yes / No
18-24		45-55	Are you: Male / Female
25-34		Over 55	Thank you for your time and comments