



**MINUTES OF NOAK BRIDGE PARISH COUNCIL MEETING
HELD AT NOAK BRIDGE VILLAGE HALL ON THURSDAY 29th FEBRUARY 2024 at 7.00pm**

CHAIRMAN: Cllr Terri Sargent

CLLR'S PRESENT: Cllr Jacqui Dowton; Cllr Paul Daft, Cllr Lynn Gilliam
Cllr Cris Bateman from minute 23/2023

17/2024 APOLOGIES FOR ABSENCE:

Cllr Mark Cottrell; Cllr Stuart Allen; Cllr Malcolm Buckley; Cllr Tony Ball

18/2024 DECLARATIONS OF INTEREST:

To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by Members relating to any agenda item

Cllr Sargent, item 21/2024 - Member of Basildon Council cabinet

Cllr Daft, item 21/2024 - resident of Fore Street

19/2024 MINUTES OF PREVIOUS MEETINGS:

To receive and agree the minutes of Noak Bridge Parish Council held on 25th JANUARY 2024. The minutes are a true and accurate record of the meeting - **Agreed** and signed by the chairman

20/2024 NEIGHBOURHOOD PLAN CONSULTATION:

The chairman reported the parish council and steering committee were in receipt of the draft Neighbourhood Plan Statutory and Non-Statutory responses. A virtual meeting with the consultant would be held shortly to discuss the statutory responses. Changes agreed from the discussion will be fed into the Neighbourhood Plan responses and brought back to Council

21/2024 PARISH COUNCIL APPROVAL OF ADP PLANNING CONSULTANT LETTER:

The Council considered the letter from ADP Planning Consultant in response to the Fore Street planning applications for a change of use from Sheltered Housing to General Needs Housing.

Cllr Gilliam proposed approval of the letter, seconded by Cllr Dowton, the chairman abstained -

Agreed. The chairman to advise ADP to send the letter to Basildon Council

22/2024 MEMBERSHIP OF ASSOCIATION BASILDON LOCAL COUNCILS:

The council considered the benefits of joining the ABLC and annual fee of £20. Proposed by Cllr Gilliam, seconded by Cllr Dowton - **Agreed**. The chairman to inform the clerk of ABLC

23/2024 COMMEMORATION OF 80TH ANNIVERSARY OF THE D-DAY LANDINGS ON 6TH JUNE 2024

Two members of the community events group had proposed an outline plan and costs of a Fish and Chip supper event they had planned for Friday 7th June in the village hall, a budget of £1,000 was proposed. Members discussed the lighting of the Beacon on 6th June and proposed a budget of £2,000 to cover the cost of lighting the Beacon and any other associated costs for the event.

Cllrs Gilliam and Bateman were asked look into lighting effects and report back to the March meeting. Both budgets were proposed by Cllr Dowton, seconded by Cllr Bateman - **Agreed**

24/2024 SPRING NEWSLETTER:

The chairman would start on the newsletter early April. A member of the public requested setting up a Noak Bridge Wombles group and asked for an item in the newsletter

25/2024 APPOINTMENT OF INTERNAL AUDITOR:
The council considered John Watson as Internal Auditor for the 2023/2024 accounts. Proposed by Cllr Dowton, seconded by Cllr Bateman - **Agreed**

26/2024 BANKING ARRANGEMENTS AND SIGNATORIES:
The Council discussed the need for new bank accounts to split the Council finances. Cllr Daft reported he used Metro Bank and spoke in favour of them, they also have a local office in Basildon. Cllr Daft was asked to approach Metro Bank and report back to the next meeting.

27/2024 FINANCE:
The Council considered:
Monthly bank reconciliation
Monthly budget report
February payments

Bluestone Planning - £2,649.90
NBCA Village Hall Hire for February - £50.00
BT Broadband - February Payment - £198.90
Clearview CCTV Annual Maintenance - £298.80
Cllr Dowton EALC Training - £288.00
Memorial Tribute for Internal Auditor - £50.00

Member considered the items, proposed by Cllr Gilliam, and seconded by Cllr Bateman - **Agreed**

28/2024 PLANNING APPLICATIONS:
24/00093/FULL Location: 12 Thetford Place, Noak Mead
Demolish and construct new conservatory - *NBPC No Objection
24/00055/FULL Location: 20 Gatelodge Way, Noak Bridge
Side two storey and part front single storey extension and demolition of ground floor conservatory - *NBPC Object to 2 Storey Extensions in the conservation area
24/00075/FULL Location 1 - 23 Fore Street, Noak Bridge
24/00076/FULL Location 39 - 69 Fore Street, Noak Bridge
Change of use from sheltered housing to general needs housing.
*NBPC to send ADP planning consultant letter in response

PLANNING APPLICATION DECIDED:
None

29/2024 PUBLIC PARTICIPATION (15 MINTUES MAXIMUM):
A resident reported a large pot hole in Wash Road outside Norfolk House

30/2024 BOROUGH/COUNTY COUNCILLORS REPORT
None

31/2024 TO NOTE CORRESPONDENCE RECEIVED:
Noted

32/2024 DATE OF NEXT PARISH COUNCIL MEETINGS:
Tuesday: March 19th; Annual Parish, April 16th; AGM, May 21st, 2024

There being no further business the Chairman closed the meeting at 9.10pm

Signed
Chairman.....

Date.....



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Planning Services
Basildon Council

14th February 2024

Dear Planning Services,

24/00075/FULL – 1-23 Fore Street, Noak Bridge, Basildon, SS15 4JP

24/00076/FULL – 39-69 Fore Street, Noak Bridge, Basildon, SS15 4JP

Change of use from sheltered housing to general needs housing

This **objection** letter has been submitted on behalf of Noak Bridge Parish Council in response to the recent planning applications [Ref: 24/00075/FULL & 24/00076/FULL] that seeks to change the use of an important local sheltered housing (Class C2) facility in Fore Street, Noak Bridge to general housing (Class C3).

Noak Bridge Parish Council wish to object to this application in strongest possible terms for the following reasons:

1. An Inadequate Planning Submission

The planning submission is woefully inadequate and fails to meet the expected requirements laid out in article 7(1)(c)(ii) of the Town and Country Planning (Development Management Procedure (England) (Order) 2015.

It also fails to provide the local requirements set out in the 'Basildon Local List of Validation Requirements 1st July 2019'.

The key national requirement that has not been met is:

- **Site Location Plan** – The application includes an inaccurate sketch based on a Google Maps image. This is not a valid site location plan. As a minimum, the application needs to include a 'location plan' that shows the application site in relation to the surrounding area. This must be based on an up-to-date map and to an identifiable scale, typically 1:1250 or 1:2500. In addition, the site location plan should include a blue line to show any other land owned by the Applicant, close to or adjoining the application site.

As a scheme seeking a change of use of the existing building to create 23 no. residential dwellings, this would be classified as a major planning application. Therefore, the following requirements from Local Validation List should be provided with the application:

- **A Block Plan** at a scale of 1:200 or 1:500 showing the direction of north and the development in relation to site boundaries and other existing buildings on the sites.
- **Existing and proposed floor plans** at a scale of 1:50 or 1:100 to explain what is being proposed and the number of units.
- **Design and Access Statement** to explain the proposed development and how it meets local design requirements.
- **Affordable Housing Statement / Viability Statement** to explain how the Council's affordable housing requirements will be met.

We must insist that this information is provided to ensure that all consultees can make informed comments on this application. Failure to do so, will put the Council at risk of a Judicial Review to consider the legality of any planning decision they make.

2. Loss of Specialist Housing for Older people

The existing sheltered housing at Fore Street falls under a Class C2 (Residential Institutions) planning use as it constitutes specialist housing for older people. It also functions as an important local community facility. The loss of this facility would be contrary to national and local planning policy requirements.

The loss of this specialist housing for older people runs contrary to national and local planning policy. Therefore, this application should be refused as the principle of development cannot be established.

National Planning Policy

Paragraph 63 of the NPPF states that the need, the size, type and tenure of housing for different groups in the community should be assessed and reflected in planning. It states that these groups should include older people, including those who require retirement housing, housing-with-care and care homes.

The Planning Practice Guidance (NPPG) provides a more detailed commentary about housing for older people. The NPPG underpins the NPPF and clarifies the appropriate application of its policies.

The NPPG highlights a **“critical”** need for housing for older people due to a rapidly aging population. It notes that the number of people over 85 are expected to double by 2041. In response, the guidance promotes increasing the availability and choice of accommodation to suit the needs of older people. Sheltered housing is cited as one of the important options available.

In line with national policies and guidance, all existing specialist housing for older people should be retained. The Applicant has not advanced any arguments to justify the loss of this specialist older person housing in this instance.

South Essex Housing Needs Assessment June 2022

The ‘South Essex Housing Needs Assessment June 2022’ provides the evidence base to inform the emerging Basildon Local Plan. Chapter 7 specifically relates to the need for older people housing.

This evidence-based document justifies the retention of the existing sheltered housing at Fore Street in its current form.

The relevant points that can be taken from Chapter 7 of South Essex Housing Needs Assessment, in consideration of this application, include:

- Official population estimates indicate a continuing increase in the proportion of people aged 65 and over in the local South Essex population. With regard to Basildon, the number of people over 65 has increased by almost 15% since 2011.

- The population of the 65+ age group is expected to increase by a further 38% in Basildon by 2040.
- Table 7.3 shows that Basildon will need to deliver an additional 19 communal bedspaces per annum for the 65+ population by 2040.
- Table 7.4 (see extract below) shows that Basildon will need to deliver 952 sheltered housing bedspaces by 2040 or 48 per annum.

Table 7.4: Projected Demand for Specialist Housing (2020-40)

	Sheltered housing	Enhanced sheltered	Extra care	Total	Annual
Basildon	952	152	190	1,295	65
Brentwood	525	84	105	714	36
Castle Point	583	93	117	792	40
Rochford	595	95	119	809	40
Southend-on-Sea	1,296	207	259	1,762	88
Thurrock	843	135	169	1,146	57
South Essex	4,794	767	959	6,519	326

Source: Edge Analytics; Housing LIN; Turley analysis

The loss of the sheltered housing units at Fore Street should be resisted given this overwhelming need to provide additional accommodation in addition to the existing stock.

The loss of these sheltered housing units would exasperate the existing need for sheltered housing units across Basildon.

Summary

The NPPF confirms that, in pursuit of delivering sustainable development, specialist care home accommodation should be supported and retained.

The NPPG on 'Housing for Older and Disabled People' confirms that there is a critical need for housing for older people. In this respect, key objectives include increasing the availability and diversity of care accommodation, and providing residents with greater choice and security.

The Council's own evidence highlights a pressing need to deliver more sheltered housing units per annum.

In line with national policies and guidance, and local evidence, all existing specialist housing for older people should be retained. The Applicant has not advanced any arguments to justify the loss of this specialist older person housing in this instance.

3. Lack of Affordable Housing Provision

Policy BAS S5 requires the provision of affordable housing on major planning applications seeking residential housing. Paragraph 66 of the NPPF states that where major development involving the provision of housing is proposed, planning policies and decisions should expect at least 10% of the total number of homes to be available for affordable home ownership.

The Applicant has not provided any evidence to explain how these affordable housing requirements will be met.

4. Failure to Meeting Local Development Standards

All new dwellings should be required to meet key standards relating to the standard of accommodation.

The levels of standards differ between what is expected from sheltered housing and general housing. In this case the Applicant has failed demonstrate that the expected standards for new housing can be met by this proposed development. As such, the resulting development would result in a poor standard of accommodation and would fail national and local planning policies.

These standards are discussed in more detail below:

Internal Space Standards

Paragraph 135 of the NPPF states that a high standard of amenity space should be provided for future residents. Reference is given the Nationally Described Space Standards.

The Applicant has not provided any evidence to demonstrate that the Nationally Described Space Standards have been met by this proposal.

Garden Space Standards

The Essex Design Guide (2018 Edition) was endorsed by Basildon Council, in 2018, as a material consideration that may be taken into account when determining planning applications in the Borough.

With regard to private amenity space provision, the Essex Design Guide explains that:

- 100m² minimum garden size should be achieved for three or more bedroom houses.
- 50m² minimum garden size should be achieved for one and two-bedroom houses.
- 25m² minimum garden size per flat should be achieved.

The Applicant has not provided any evidence to demonstrate that this important garden amenity standard has been met.

5. Failure to Meet Local Parking Standards

Basildon Council applies the Essex Officers' Association Parking Standards (2009). This policy document requires the provision of the following parking standards in new residential developments:

- 1-bedroom = 1 no. car park space per dwelling
- 2+ bedroom = 2 no. car park spaces per dwelling
- Visitor car parking spaces = 0.25 car park spaces per dwelling
- Cycle parking = 1 no. secure covered space per dwelling + 1 additional no. secure covered space per dwelling for visitors.

The Applicant has not provided any evidence to demonstrate that these car and cycle parking standards can be met by this new proposed residential development.

Given the fundamental issues identified with this planning application, I trust that officers agree that both applications fail to meet national and local planning policies and that this application should be refused.

Yours faithfully,



Andrew Ransome MRTPI

Planning Director