

**Cheltenham Development Task Force Board Meeting**

**Item 71/17(i)**

**Friday 14<sup>th</sup> July 2017 - 2.00pm – 4:30pm  
Pittville Room, Municipal offices, Cheltenham**

**Open Minutes of meeting**

**Present:** Graham Garbutt (Independent Chair)  
Simon Excell  
Tim Atkins  
Rohan Torkildsen  
Cllr Andrew McKinlay  
Joyce Clifford  
Rosalind Andrews  
Bernice Thomson  
Robert Duncan  
Cllr Paul Baker

**Other:** Jeremy Williamson  
Fraser Reid  
Mirjam Wiedemann

No.	Item	Action
45/17	<b>Apologies:</b> Cllr Steve Jordan, Cllr Nigel Moor, Cllr Vernon Smith, Cllr Tim Harman, Michael Ratcliffe, Jeff Brinley, Diane Savory, Howard Barber, Dorian Wragg, Stephen Clarke, Mark Sheldon, David Roberts, Scott Tompkins & Tracey Crews	
46/17	<b>Declarations of Interest:</b> SE confirmed declaration of interest as sponsor of growth fund projects managed by the LEP; also interest in relation to the TRO issues.	
47/17	<b>Minutes of previous meeting 28/04/17</b> <ul style="list-style-type: none"> <li>• Open minutes – issues of accuracy – none.</li> <li>• Matters Arising - Cllr A McKinlay confirmed the Overview &amp; Scrutiny Committee call-in decision relating to the Springbank Neighbourhood Forum application had been approved &amp; an initial submission had been made for input within the Local Plan. The submission highlighted the desired areas of Green Belt the residents wished to see protected &amp; would put forward their arguments as a starting point for further negotiations. The minutes were otherwise approved.</li> </ul>	
48/17	<b>Action Matrix and Matters Arising – as noted</b> All other items were either actioned or on the agenda for discussion.	
49/17	<b>Confirmation of confidentiality of items</b> Agreed as proposed - held as confidential commercial items.	
	<b>Matters for information</b>	

<p><b>50/17</b></p>	<p>In her role as Head of Planning Law at Harrison Clark Rickerbys RA presented a thought provoking synopsis of recent events in the national planning world.</p> <ul style="list-style-type: none"> <li>• General Election (8<sup>th</sup> June) - new Planning Minister: Alok Sharma</li> <li>• Election for Regional Mayors (4<sup>th</sup> May)</li> <li>• Introduction of the Neighbourhood Planning Act 2017 (5<sup>th</sup> May)</li> <li>• Introduction of Housing White Paper (7<sup>th</sup> February)</li> </ul> <p>RA highlighted key changes resulting from each of these issues and implications particularly in relation to the Housing White Paper:</p> <ul style="list-style-type: none"> <li>• Standardised approach to assessing housing needs</li> <li>• Housing Delivery Test</li> <li>• Local Plan reviews</li> <li>• Increase in Planning Application Fees – by 20%</li> <li>• Starter Homes</li> <li>• Recommendation for changes to Community Infrastructure Levy</li> <li>• Green Belt</li> <li>• Compulsory Purchase</li> <li>• Completion Notices</li> <li>• Changes to NPPF</li> </ul> <p>New Planning Law in respect of the Neighbourhood Planning Act 2017 would also have significant impact regarding:</p> <ul style="list-style-type: none"> <li>• Neighbourhood Planning</li> <li>• Compulsory Purchase and Compensation</li> <li>• Pre commencement Planning Conditions</li> </ul> <p>In response to Cllr PBaker's query regarding housing figures agreed by the JCS potentially being reduced/revisited in light of the standardised approach to assessing housing needs, RA felt that was possible but that numbers would unlikely go down. The method for calculating the 5 year housing supply would change but still awaiting details as to how it would work in practice. Anticipated that the Housing Delivery Test could make meeting targets harder for LAs. Green Belt protection still top of Government agenda, but powers being devolved further to enable LAs to find land to meet housing needs.</p> <p>The Neighbourhood Planning Act came into effect on 5<sup>th</sup> May giving more weight under the planning process to local communities.</p> <p>RA was thanked for a very informative presentation.</p>	
<p><b>51/17</b></p>	<p><b>Wider matters:</b></p> <ul style="list-style-type: none"> <li>• <b>Cheltenham BID update</b></li> </ul> <p>TA confirmed Cabinet on 11<sup>th</sup> July approved a tourism marketing vehicle being set up between the BID and other partners who would contribute financially. Also that a new tourist map had been created &amp; would be trialled through until March 2018. Other initiatives being looked at related to parking accessibility, being included in the Parking Strategy project and City/World Heritage status; although a paper to Cabinet on the latter had suggested there may be more pressing issues Cheltenham may wish to consider.</p>	

	<ul style="list-style-type: none"> <li>• <b>Joint Core Strategy &amp; Cheltenham Local Plan</b></li> </ul> <p>The main modifications to the JCS had been consulted on during February/March &amp; feedback was on the JCS website. The examination in public had re-commenced that week and would end on 20<sup>th</sup> July. Matters being covered including the local plan, transport, gypsies, West Cheltenham &amp; strategic allocation monitoring and review. Following further hearings &amp; discussions the following week an interim report would then be produced by Autumn and a final report by the end of year, although the current timetable suggests that adoption would be unlikely until early in the New Year.</p> <p>The Cheltenham Plan has interdependency with the JCS in terms of its evidence base. The non-statutory consultation that took place during January/February had been generally positive; all comments listed on website. A report on responses received would be placed on the Council's website within the next few weeks. Discussions had already taken place with the Planning Inspectorate about the approach to be taken.</p>	
	<ul style="list-style-type: none"> <li>• <b>Growth Fund 3</b></li> </ul> <p>In DS's absence there was nothing reported under this item.</p>	
	<ul style="list-style-type: none"> <li>• <b>J10, A46</b></li> </ul> <p>Whilst M5 J10 'all ways' was not required for North West Cheltenham, there was increased importance of a junction upgrade with the emergence of the cyber park at West Cheltenham. Highways England had provided a supportive quote to both LAs and the Planning Inspector and would get steer from the Planning Inspector at the JCS public examination on transport the following Wednesday.</p> <p>A new funding opportunity through the Housing Infrastructure Fund had been announced by Government. A marginal viability fund of up to £10M was geared towards district councils but up to £250M infrastructure funding was also available for county councils to bid for. SE would approach GCC Lead Cabinet Members in August recommending an expression of interest be made by 28th Sept regarding the latter funding pot. Guidance on bidding for the £250M stated the need for a link to significant housing so SE would include a statement about the need to accelerate the 5,250 houses identified at West and North West Cheltenham.</p> <p>Cllr AMcKinlay queried how much corroboration was required for a J10 bid. JW noted 45 hectares was required for the business park and this was a significant factor in the requirement for J10 upgrade. SE was confident about providing information to meet the criteria but needed to demonstrate a partnership approach and support to strengthen the bid.</p>	

	<p>A46 – JW reported a bus trip for Councillors on 22/06/17 to highlight locations where challenges exist on the A46 from Coventry to the M5 J9. Studies were on-going with Highways England looking at modelling in concert with Birmingham Connect and the role of the A46 as a strategic corridor and release valve for the “Birmingham Box” of M5,M6,M42. It was noted that the first traffic lights between Coventry and M5 are at Ashchurch and improved traffic signalling required.</p>	
	<p><b>Matters for consideration</b></p>	
52/17	<p><b>Cheltenham Spa Station</b>                  JW noted the circulated report and highlighted that work was about to start on the station. The northbound platform needs to be extended to allow for the new IEP trains programmed for implementation 2018. It is hoped that this would be the trigger for the other packages including decking the car park, the cycle link, access for all improvements and forecourt upgrade. Network Rail planning to submit a funding bid to GFirst LEP for the final component – improved station facilities notably ticket hall.</p>	
53/17	<p><b>Cheltenham Transport Plan</b>                  FR reported on traffic monitoring exercise post phase 2. He noted that 26 sites around the town had been monitored to assess how traffic flows had changed since construction works had begun, as this gave an effective benchmark. Using a 24 hour average 19 sites had shown no growth, 4 sites had shown background traffic growth in line with DfT expectations. Of the remaining 3 sites outside factors appear to have been an issue including the diversion on St George’s Place which caused congestion; also on Clarence Square from the A419, but neither were a direct consequence of Phase 2 works. The monitoring shows an increase of vehicles using Montpellier Spa Road following the construction of Phase 2, (31%) However, this is from a low baseline figure 580 to 761 vehicles per day. The report is currently being finalised.</p> <p>Currently looking to commence Phase 3 works during Sept then possibly trialling Boots Corner closure soon after. Cllr AMcKinlay sought clarification on implementation time scales and the need for Phase 4 works to be no earlier than the second week of January (post sales) JW stressed the need to flag information on the Racecourse website once details finalised.</p> <p>TA felt an important objective of Phase 2 monitoring was measuring the success of what the works had set out to achieve. FR had traffic flow data available and CBC provided car parking data following Phase 1 relating to Regent Arcade. FR enquired about similar car park data for Phase 2 which TA agreed to provide.</p> <p>FR noted that there had been some issues at Rodney Road where there had been teething problems until the MOVA equipment at the Promenade junction had “bedded-in”.</p> <p>JW highlighted on-going groundswell of support from retailers and businesses in Cheltenham about the Boots Corner trial.</p>	

54/17	<p><b>Lower High Street update</b>                  BT reported progress being slow. There had been some minor issues with the pocket parks groundworks and consequently missing the main planting season. More positively funding had been sourced through the Late Night Levy to gate two of the problematic alleyways. One being a public right of way had had to be advertised but if approved will be gated to resolve known issues.</p>	
	<p>The History Dept at the University of Gloucestershire were focusing on the history of Lower High Street &amp; had produced an excellent film on its living history; exhibited at the Chapel Art in June and an on-going project to build upon. BT was pleased to report that many property owners had been making improvements to their buildings ie: painting as well as some creating space above shop premises to develop into more accommodation. That would however exacerbate the parking situation in Lower High Street.</p> <p>Agreement in principle had been reached with BT about removing the phone boxes by St George's Square toilet block. Negotiations were on-going however about the suggested charge of £15k for the relocation. Councillor SJordan engaged with British Telecom.</p> <p>MW had recently appointed two new recruits to address a lack of resource within the urban design team. This would aim to tackle delays to the Minster and Lower High Street projects. JC stressed the difference it made to see the rear of Cheltenham House being opened up to the churchyard. BT was delighted to report that the new owner of the Weatherspoon's building was keen to invest in the Minster alleyways project, providing much needed additional funding. RD also reported positive news on the rent for Cheltenham House being at record level.</p>	
55/17	<p><b>Communications sub-group – notes from 29/06/17</b>                  JW tabled the draft quarterly update and asked for comments by the end of the following week, prior to publication.</p>	
56/17	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>• <b>Civic Society Future of Cheltenham conference 09/06/17</b>                  RD felt it had been an interesting session, culminating in a prioritised list of urgent works; sadly they all related to transport, highways and public realm. It was recognised that the West End, Chamber &amp; BID had common objectives so all three would make representation to the County about getting these issues resolved for the overall benefit of Cheltenham. Noted that the BID had a meeting scheduled with GCC at the end of the month. Cllr PBaker felt a non-political approach on behalf of the people of Cheltenham would be a good thing.</li> </ul>	
	<p><b>To confirm date &amp; time of next meetings</b>                  Friday 20<sup>th</sup> October 2017                  Friday 19<sup>th</sup> January 2018                  Friday 20<sup>th</sup> April 2018                  Friday 6<sup>th</sup> July 2018  <b>All 2:00pm at the Municipal Offices, Cheltenham</b></p>	

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