

WALBERSWICK PARISH COUNCIL

CLERK: Rebecca Whiting

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Post: Heritage Hut, The Green, Walberswick Suffolk IP18 6TT

Minutes of the Meeting of Walberswick Parish Council on 2nd February 2015

Present: Councillors Esme Richardson (chair), Michael Gower, Lorraine Haslegrave, Ray Goodman, Lee Sutton, Chris Hosea and the Parish Clerk Rebecca Whiting and about 10 members of the public.

Simon Weeks of the 'Halesworth Campus' joined councillors and public prior to the Open Forum to give a presentation on the progress in development of the organisation which is developing the site of the former Halesworth Middle School for use as a community sports facility. The facility is due to open in January 2017 and is in the process of securing funds and making decisions regards the types of sporting facilities that will be included. As such, all present completed a survey to express their interest in the facility which will benefit Walberswick residents. Simon welcomed as much feedback as possible from future users and it was suggested that the 'Halesworth Campus' details be put in the Village News to encourage Walberswick residents to complete the questionnaire.

An online Questionnaire can be completed at <http://www.halesworthcampus.org/> or a hard copy can be obtained by contacting Simon Weeks on 01986 784348 or e-mailing info@halesworthcampus.org or by post at C/O Cross Ram & Co, 18 The Thoroughfare, Halesworth, Suffolk IP19 8AJ

Full plans will be displayed at Halesworth Rifle Hall on 21 March 2015.

OPEN FORUM (start approx.19.15)

A member of the public raised concerns of the state of the road in and leading to the village. Discussion was held about the poor standard of recent repairs, effects of heavy agricultural use and winter weather. Counsellor Goodman informed the meeting that the usual contact in Highways – Bob Clench had been unresponsive to recent attempts to contact him.

A member of the public raised concerns about the state of the footpath on the riverside embankment where temporary repair is now wearing very thin causing a lot of clay mud and uneven surface of public footpath.

A member of the public asked about the progress on installation of new equipment. for the playing field and raised concerns of long grass in this area. Cllrs Richardson and Hosea stated that volunteers had been contacted and measurements made for installation however the installation cannot be completed in freezing conditions and is therefore on hold. Cllr Sutton informed the meeting that he had attempted to cut the grass himself but the work requires larger equipment than his own.

A member of the public stated that the topping of the common had been good but raised concerns that little else had been done. The meeting was reminded that the Walberswick Common Lands Charity (WCLC) is responsible for this and can be contacted directly and that they also have an Annual Drop-in session which is held for purpose of familiarising

150

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interested parties on their work and receiving ideas from the community. The last drop-in morning was Saturday 31st January 2015 and was advertised in The Village News.

A member of the public suggested that a letter be sent directly to Blythburgh Park regards their effect on the road into Walberswick. . A member of the public suggested that Cllr Gower goes directly to the people in SCC responsible. Cllr Gower advised that this would serve little point but that the Clerk should 'cc' him into the letter that it had been agreed should be written earlier to Highways in the Open Forum.

Related to earlier comments regards WCLC, a member of the public stated that their understanding that WCLC are appointed by the Parish Council. It was agreed that this is the case however they are appointed to manage the Common Lands and are therefore the appropriate organisation to contact in this regard.

A member of the public raised concerns over the condition of Stocks Green; looking as if it had been driven across by a heavy vehicle. It was discussed that this could be stopped with the addition of bollards with chevrons but this was speedily and unanimously rejected.

Item 1

No District Councillor Report

Item 2

No County Councillor Report

Item 3

No Police Report

Open Forum (ended approx.. 19.30)

AGENDA

1. To receive the member's declarations of interest on any matters on the agenda
No declarations of interest received
2. To note, discuss and agree or otherwise apologies for absence
All members in attendance; no apologies received
3. Declaration of Interests/Dispensation Applications Received
None received
4. Agree minutes of Parish Council meeting held on 5th January 2015

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The suggested amendments have not been added to the draft minutes for January. Cllr Richardson proposed that this been done by the new Parish Clerk for inclusion and agreement in WPC March meeting.

5. New Clerk and role of Clerk going forward

Cllr Richardson introduced Rebecca Whiting as new Parish Clerk. Cllr Richardson explained that it is difficult to recruit into this role and wished to clarify that the role should be largely administrative with no responsibility for driving forward the projects of the Parish Council. Cllr Richardson informed the meeting that the new Clerk asked for a contribution to St. Andrew's Church Walberswick in the same way as her predecessor Jeremy Solnick.

6. To receive the Clerk's report
No Clerk's report this month

7. Present bank statements due to absence of Clerk's report (no Clerk)

Cllr Richardson set out the Parish Council Bank Statements and read end balances as follows:

Treasurer's Account as at 14 January 2015	£4,642.36
Business Account as at 09 January 2015	£11,029.51

8. Present, discuss and agree budget for 2015/16

Cllr Richardson distributed proposed budget and it was agreed.

9. Walberswick Disaster Resilience Plan

Cllrs Goodman and Gower confirm that this is still in progress.

10. Discuss and agree quotation for Jubilee Seat repairs

Cllr Goodman is still awaiting a third quote despite having followed up the remaining thatcher and raised concerns that he may have to invite a further thatcher to tender. Cllr Gower advised that WPC are only obliged to give a minimum of 3 suppliers the opportunity to tender and that, if the Councillors were satisfied with the quotes that they received from the suppliers that had responded, a decision could be made. Cllr Goodman stated that, whilst both the suppliers could meet the brief, Nick Walker, though £100 more, had seemed a better fit in his demonstration of knowlwegde and appreciation for a conservation area, using locally sourced materials, did not require a advertising board on the seat and also gave a guarantee. Cllr Richardson proposed Nick Walker be selected to rethatch the Jubilee Seat. Cllr Goodman seconded and the remaining councillors unanimously agreed. Cllr Hosea agreed to e-mail both suppliers with outcome and to obtain Public Liability documentation from successful supplier.

11. Play equipment quotes

Discussions were had regards the various items of the modular system that can be purchased. Cllr Sutton agreed to bring pictures of what is available. Cllr Richardson stated that the WPC firstly needed to decide specification and then ask for tenders for

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that specification then they would have a figure for the budget. Cllr Goodman reminded all that they had previously said that the village children would be given a say in the design. Cllr Hosea said that the general feeling was that it should be something akin to the play equipment they have at Westleton. Cllr Gower proposed that the basic specification be agreed between the Councillors by e-mail so that the cost could be estimated. This was seconded by Cllr Richardson and unanimously agreed by all.

12. Update from Bob Clench (if any) re.20mph limit
 No update due to difficulty contacting Bob Clench

13. Correspondence Policy

Cllr Richardson read out the proposed Correspondence Policy. Cllr Gower suggested that point 1, regards the response to Freedom of Information Requests, and could be further simplified to state that WPC will comply with legal requirements in respect of Freedom of Information. Cllr Richardson asked that the Clerk make amendments to the draft policy and it be put on the agenda for the next meeting.

14. Discuss planning applications

Application No.	Location (within Walberswick)	Proposal	Consultation Period Expires or decision
DC/14/424/F UL	Mallards and Mirna, Manor Close	2no replacement dwellings and erection of 1no dwelling.	29/1/15 The Planning Advisory Group (PAG) had made observations on this application. A copy of these observations is attached as appendix 1. Cllr Gower sits on the 'Development Management Committee who will make decision on this application and therefore did not take part in discussion or decision at this stage. The remaining Councillors appreciated the work and consideration that had been put to this document. They agreed with many of the points made in the document, particularly the visual impact of the

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			<p>development on the view from Southwold. Cllr Goodman proposed to object to the application, Cllr Richardson seconded and the remaining Councillors taking part in this decision unanimously agreed.</p>
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- a. Planning applications and notices of appeal received at time of publishing this agenda and any that may be received after publication of this agenda

Application No.	Location (within Walberswick)	Proposal	Consultation Period Expires
DC/15/0069/FUL	Sole Bay House, The Street	Demolition of existing garage and sun room, erection of orangery and new garage	<p>11/2/15</p> <p>The planning advisory group (PAG) had made observations on this application. A copy of these observations is attached as appendix 2.</p> <p>Councillors appreciated the issues and questions raised in the PAG document though there did not seem a large impact to the overall character of the existing building. Cllr Richardson proposed that, subject to the issues being answered and the driveway dressing remaining gravel, the application be passed. Cllr Hosea seconded and the remaining Councillors unanimously agreed. Cllr Gower abstained.</p>

15. Correspondence received and sent

Cllr Richardson read through the letters received. Comments were raised regarding two invoices from Waveney Norse for cutting of grass verges and open spaces and cutting of football field. It was felt that WPC was not fully aware of what works and therefore charges could be expected from this contractor and the Clerk was asked to

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pay the invoices and to ask for a schedule of works that WPC could use to manage the contract .

Cllr Richardson proposed Standing Orders be suspended whilst a representative from PAG explain the proposed response to the current consultation on the local plan (See appendix 3).

16. To discuss any other matter that the chair will allow

Cllr Richardson asked the Counsellors to consider two possible dates for the Annual Parish Meeting: 16th April 2015 or 23rd April 2015 and confirm their availability

Cllr Gower requested that the Clerk set out the dates for the remainder of the year's monthly meetings

17. Date of next meeting

2nd March 2015

MEETING CLOSED (approx. 20.25)

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Appendix 1: PAG Notes Re Planning Application no. DC/14/424/FUL

Planning Application ref DC/14/4241/FUL

Mallards and Mirna, Manor Close, Walberswick IP18 6UQ

23.01.2015

1 Mallards and Mirna are two adjoining bungalows located on the northern boundary of the village envelope next to the prominent house, Sandy Lodge, and accessed by an extension of Manor Close. The site, which lies outside the Conservation Area, slopes noticeably down to the eastern boundary where there are some well developed trees. The elevated, embanked northern boundary follows the line of Sandy Lane and forms an important edge to the village, widely visible from Southwold and the riverside walks.

2 The application is to demolish both of the existing dwellings and replace them with two larger two-storey houses, one, Mallards, containing four bedrooms and a study at first floor, the other, Mirna, containing three bedrooms at first floor and a fourth bedroom at ground floor. In addition, it is proposed to construct a new two storey house, to be named Whimbrels, in the gardens of the existing properties. This will also contain four bedrooms at first floor, partly within roof space. Vehicular access to the house will be taken across the garden.

Observations:

3 The replacement of the modest and appropriately scaled bungalow, Mallards, with a substantial and obtrusive two storey house, sited close to the northern boundary, will have a detrimental effect on the wooded panorama of Walberswick as viewed from Southwold and the riverside paths, particularly when seen in conjunction with the already conspicuous Sandy Lodge.

4 Similarly, the height and mass resulting from the redevelopment Mallards and the construction of new house, Wimbrells, by their proximity to Sandy Lane, will undermine the secluded, rural character of this path.

5 The scattered layout of the development results in arbitrary relationships both between the three proposed houses and between each individual house and its garden and would destroy the open character of the site. The intention of building the third, large house, Whimbrels, can be achieved only at the expense of a considerable increase in the proportion of the site given over to road access and hardstanding.

6 The Design, Access and Planning Statement claims inspiration from the Walberswick architect Frank Jennings (houses in Leveretts Lane, Millfield Road etc) and the Arts and Crafts movement generally. No evidence has been provided to support this assertion: the proposed design of the three houses as presented in the application is fussy and undistinguished.

7 It is not clear how many trees will be lost in the development. The information provided by Aboricultural Impact Assessment is not specific and relates to an earlier application with the

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dwelling sited differently. The new tree and hedge planting indicated along the northern boundary lies outside the site and will require the agreement of the adjoining landowner, WCLC.

8 In the opinion of the Planning Advisory Group, the proposal does not adequately meet the objectives of policies DM21 and DM23 of the Local Plan. Specifically, with reference to the following criteria of DM21:

- a) the proposals do not relate well to the scale and character of their surroundings in terms of their siting, height, massing and form
- e) the layout does not incorporate or protect existing features of the landscape nor does it add amenity value
- f) Insufficient attention has been given to the form, scale, use and design of the spaces between buildings and also to the boundary treatment of the site - of particular significance here in view of its highly visible location at the edge of the village

In relation to criterion e) of DM23, the physical relationship with other properties is poor.

The Group considers that the proposed development would have a negative impact on this important and exposed site, which would be detrimental to the character of the village.

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Appendix 2: PAG Notes Re Planning Application no. DC/15/0069/FUL

Planning Advisory Group: Report to Walberswick Parish Council Planning Application no. DC/15/0069/FUL

Sole Bay House, The Street, IP18 6UH 28 January 2015

1 Sole Bay House (formerly known as Slinfold) lies on the south side of The Street 50 metres west of the Cooperative Shop.

2 The proposal is (a) to replace an existing Sun Room with a single storey Orangery at the rear of the house, and (b) to demolish a projecting garage to the west and to rebuild (it set back in line with the house) on the east side.

3 As long as the work is carried out all to match the existing we see no objection in the proposal.

4 However, although there is no mention of it in the written documentation, we note that two additional windows are proposed to the elevation facing The Street (which changes the facade from a symmetrical to an asymmetrical arrangement).

Since the house is in a prominent place in a Conservation Area we would expect this change to be mentioned in the documentation, for the benefit of the Village. The only statement about materials is that the joinery is to be stained white. This would not match the existing windows to the frontage which are painted. We assume that this change will be the subject of a further application when fuller details on material can be given.

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Appendix 3. **Suffolk Coastal Site Allocations and Area Specific Policies – Issues and Options**

Consultation

December 2014 / February 2015

Comments from Walberswick Planning Advisory Group(PAG)

Background

Suffolk Coastal District Council is preparing a Site Allocations and Site Specific Policies Local Plan Document. It has published an Issues and Options Consultation document (December 2014) and is seeking comments before 27 February 2015.

The Planning Advisory Group has considered the document and is putting forward the following suggested responses for the Parish Councils consideration.

Subject and specific reference in the document

Proposal / question from SCDC and commentary from the PAG and suggested response

Amount of housing suggested for Walberswick

p14 / p20 (Table 5)

Reference is made to the fact that 'suitable sites' are being assessed via a document called the Strategic Housing Land Availability Assessment (SHLAA) (See p7 of the Consultation document for an explanation).

Table 5 gives a 'zero' requirement for Walberswick, as no sites have been put forward for consideration.

It should be borne in mind that other sites *may* come forward during the current consultation process. So, the fact that there are no sites put forward in Walberswick at the moment does not necessarily represent the ultimate definitive position.

It should be noted that 'windfall / infilling' would still be likely to come forward. There will be opportunities for infill development within the village as properties change hands, depending on the aspirations of individual landowners and specific planning policies, although the number of sites is hard to predict.

Development by Infilling must be balanced against the objective of preserving the green and spacious character of the village.

A specific commitment is made in the adopted Core Strategy (objective 3) to the effect that new homes should meet the needs of existing and future residents. The role of the Site Specific policies is to try and translate our needs into policies in a Plan.

In summary:

The position that no sites have been put forward is noted.

The overall intention to respond to the needs of the community is supported.

Make-up of the community

p24 – Q5

What type / mix of housing do we require?

The age structure of the residential population shows a significant bias to the elderly. This, together with the high quotient of large houses and the number of second and holiday homes owned in the village, skews the local property

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market. There is a small amount of social housing managed by Housing Associations but the lack of affordable housing for younger people and families is a cause of concern.

The survey carried out by the village in 2010 found there were 341 dwellings in Walberswick of which 41% were second homes. More than a third of houses have four or more bedrooms. The majority of dwellings in permanent residence were occupied by one or two people. 42% of residents were over 65 years old. Property values are high.

The survey showed strong support for the provision of more affordable housing (79.5%) and sheltered housing for the elderly (85%). A more general need for smaller dwellings was also expressed by respondents to the survey, as well as a desire to restrict the conversion of properties for short term holiday lets.

It is essential that applications for new housing are considered in this context. The Core Strategy which seeks to encourage young people to stay in the district and also to meet the needs of the ageing population, is particularly relevant to the circumstances of Walberswick.

The objective to provide more affordable housing and sheltered housing is referred to above and a Working Party has been established to consider how this might be achieved. Progress has been hampered by the lack of suitable or available sites.

In summary:

It is important that policies and responses to proposals for new development in the village seek to address the issues identified by the community.

(See also comment below under community well-being).

Physical limits boundaries

p25 - Q6

Should changes be made to the physical limits boundaries?

The boundary of the built up area as shown in the Map Booklet is considered appropriate in relation to the scale of the village and the value attached to its setting. In the survey of 2010, 75% of residents voted against enlargement of the village envelope. It is noted that minor adjustments have been made to reflect new build that has taken place recently.

In summary:

The Physical Limits Boundaries as shown are considered appropriate.

Employment sites -

Sustaining the rural economy

p31 (para 4.22)

Q16 and 17

Sites currently in employment use that should be protected?

It is assumed that Planning Policy DM10 will apply where an application for a change of use is submitted, in order to safeguard existing employment sites.

Whilst the village does not have any dedicated 'employment areas' it does have the retail units around the Green, and elsewhere, plus the two pubs. They do employ people and contribute to the local economy. What is the District Council attitude to these uses in that context, what policy response is appropriate?

In summary:

What is the District Council attitude to the existing areas of employment use in the village?

Tourism

p33 (para 4.27 and

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Q18)

Are there tourist related matters that we wish to bring to the District Council's attention?

We are a tourist 'hotspot', and there are well known effects from the amount of visitors who come. For example, high traffic flows on The Street, parking problems, heavy use of footpaths, etc. However very few of these are within the control of the District Council. Given the intensely felt local effects they should be factors explicitly considered for proposals which would exacerbate the problems.

The District Council is reminded that the village experiences a number of issues from the intense number of visitors who come here. These include: high traffic flows on The Street; parking problems; heavy use of footpaths, etc.

In summary:

We would seek the inclusion of these items in policies assessing proposals for tourism, and careful consideration balanced against perceived benefits.

Conservation Area boundaries

p43 (para 5.3)

The document notes that this is a separate work stream aside from the Sites Plan. This reflects the position when the consultation took place last year about the Conservation Area Statement.

At the public meeting held in the Village Hall, Walberswick, on Saturday 17th August 2013, Mr. Robert Scrimgeour (SCDC Conservation Officer) mentioned that while not part of this draft appraisal document and associated consultation, boundary reviews of certain Conservation Areas would be undertaken by SCDC and that these would probably take place during 2014. It was likely that the

Walberswick boundary would be one of the first to be reviewed.

The Planning Working Party welcomed this, and would add that as a result of the Parish Plan survey conducted in 2010, 64% of the

residents who responded were in favour of the entire village becoming a Conservation Area. The Planning Working Party feel the current

Conservation Area boundary is rather tight, and excludes landscape and structures of considerable merit and interest.

As noted in the survey referred to above, 64% of residents were in favour of extending the boundary of the Walberswick Conservation Area. A formal request for a boundary review was included in the Working Party's response to SCDC's Conservation Area Appraisal, submitted in September 2013.

The response also included a request for the introduction of an Article 4(2) Direction to improve the protection of the Conservation Area. That part of Walberswick which lies within the Southwold Conservation Area (ie land south of the river to the sea wall at Bell Green) is protected by an Article 4(2) Direction, administered by Waveney District Council. It would be consistent to apply the same standard of control to the adjoining Walberswick Conservation Area.

In summary it is noted that additional work is planned and we await further consultation.

Area of Outstanding

Natural Beauty

(AONB)

P43, para 5.5

Paragraph notes the existence of the AONB. The AONB is a national designation and is not something that SCDC can vary. Clearly the District Council will have regard to the existence in working up proposals or in assessing planning applications.

Noted.

Non designated

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Heritage Assets

p47 (para 5.20) Q26

The District Council notes that it is committed to producing such a list but has yet to start work. This subject was also raised in the Conservation Area Statement work last year. The village felt it should pursue such work.

In terms of significant buildings the village working party which considered the issue put forward the following additional buildings to be included in section 13.

Dudley, The Street

Paules Fenn, The Street;

Tygwyn, The Lea.

The Hut, The Lea.

It is noted that these buildings were incorporated in the revised Appraisal document.

In summary we note that some progress has been made but that the forthcoming Conservation Area review will assess things in more detail.

Community and well

being

p49 Q30

Objective 13 of the Core Strategy is to 'promote better access to housing, employment, services and facilities for every member of the community' Q30 asks whether there are specific concerns with community infrastructure provision.

The section and related question seem to refer particularly to 'built' community facilities (halls, open space etc). However the Core Strategy objective referred to also covers housing. This seems reasonable if we are considering 'community well-being', and by extension a 'balanced' community with access to all sorts of types of housing. This doesn't just refer to 'affordable' housing, but could include lower cost purchase, self-build, housing for older people etc.

The housing market in Walberswick is not typical of the wider area, and some elements are not present. The District Council should have explicit policy references which recognise this and seek to positively encourage provision.

The age structure of the residential population shows a significant bias to the elderly. This, together with the high quotient of large houses and the number of second and holiday homes owned in the village, skews the local property market. There is a small amount of social housing managed by Housing Associations but the lack of affordable housing for younger people and families is a cause of concern.

Walberswick does not display a 'normal' housing market. Because of the high quality environment and amenities high demand inflates house prices. Statistical analysis shows a large elderly population and a very high second home element. These issues are also present

in other localities in the District.

In summary:

The District Council is asked to consider the sort of issues that the village experiences and seek positive measures to encourage a wider choice of housing in policies assessing housing development.