

# LILBOURNE PARISH COUNCIL

## Minutes of the Ordinary Parish Council meeting

Held on Wednesday 29<sup>th</sup> March 2023 at 1900 hrs  
in Lilbourne Village Hall.

Attendees: Councillors J Robertson, C Newhouse, S Tetley, J Alexander and A Hoare

Minibus Administrator : F Howells-Palin

Clerk: CE Valentine

Unitary Councillor R Humphreys and no other members of public.

[clerk@lilbourne-pc.gov.uk](mailto:clerk@lilbourne-pc.gov.uk)

[www.lilbourneparishcouncil.org](http://www.lilbourneparishcouncil.org)

23/577	<b>ELECTION OF CHAIRMAN</b> It was <b>RESOLVED</b> to elect Councillor Newhouse for the remainder of the term.								
23/578	<b>ELECTION OF VICE-CHAIRMAN</b> No Change - Cllr Robertson is Vice Chairman								
23/579	<b>APOLOGIES</b> Apologies received and accepted from Councillor King (personal)								
23/580	<b>CO-OPTION</b>  The Parish Council have two vacant seats – no applications received for the meeting.								
23/581	<b>DECLARATIONS OF INTEREST</b> Declaration of interest received from Cllr Robertson – Minibus Relief driver.								
23/582	<b>APPROVAL OF MINUTES</b>  It was <b>RESOLVED</b> to approve the minutes of the Ordinary Parish Council meeting of 22 <sup>nd</sup> February 2023 as a correct record.								
23/583	<b>PUBLIC PARTICIPATION</b>  Unitary Councillor Humphreys circulated a report to the PC prior to the meeting (available on LPC website and on request to The Clerk). The planning committee report proposing reducing the committees to two and enabling participants to attend online is going to cabinet next week. More decisions are being made by the Planning Officer rather than the committee. The Manager for Highways is to be contacted to look at the state of the Lilbourne roads and requests to repairing them (pending solar farm traffic) Roads appear to still be worsening and deteriorating with more potholes.								
23/584	<b>PLANNING</b>								
	<table border="1"> <tr> <td>1.</td> <td><b>NEW APPLICATIONS</b></td> </tr> <tr> <td></td> <td> <ul style="list-style-type: none"> <li>a) To consider new applications and those not otherwise on the agenda:</li> <li>b) <b>WND/2023/0177 Listed Building Consent</b> for demolition of existing porch and replacement with timber and glass structure with tiled roof (revised scheme). Burnham House 5, The Horsepool, Lilbourne, Northamptonshire, CV23 0SU Deadline 6<sup>th</sup> April 2023. It was <b>RESOLVED</b> as no objection.</li> <li>c) <b>WND/2023/0176</b> Burnham House 5, The Horsepool, Lilbourne, Northamptonshire, CV23 0SU. Demolition of existing porch and replacement with timber and glass structure with tiled roof (revised scheme) Deadline 6<sup>th</sup> April 2023. It was <b>RESOLVED</b> as no objection.</li> </ul> </td> </tr> <tr> <td></td> <td><b>AWAITING DECISION - Noted</b></td> </tr> <tr> <td></td> <td> <ul style="list-style-type: none"> <li>d) <b>WND/2022/1011 (Amended)</b> Shires Hob 2, Chapel Lane, Lilbourne, Northamptonshire, CV23 0ST. Construction of detached dwelling and associated parking and formation of new access.</li> </ul> </td> </tr> </table>	1.	<b>NEW APPLICATIONS</b>		<ul style="list-style-type: none"> <li>a) To consider new applications and those not otherwise on the agenda:</li> <li>b) <b>WND/2023/0177 Listed Building Consent</b> for demolition of existing porch and replacement with timber and glass structure with tiled roof (revised scheme). Burnham House 5, The Horsepool, Lilbourne, Northamptonshire, CV23 0SU Deadline 6<sup>th</sup> April 2023. It was <b>RESOLVED</b> as no objection.</li> <li>c) <b>WND/2023/0176</b> Burnham House 5, The Horsepool, Lilbourne, Northamptonshire, CV23 0SU. Demolition of existing porch and replacement with timber and glass structure with tiled roof (revised scheme) Deadline 6<sup>th</sup> April 2023. It was <b>RESOLVED</b> as no objection.</li> </ul>		<b>AWAITING DECISION - Noted</b>		<ul style="list-style-type: none"> <li>d) <b>WND/2022/1011 (Amended)</b> Shires Hob 2, Chapel Lane, Lilbourne, Northamptonshire, CV23 0ST. Construction of detached dwelling and associated parking and formation of new access.</li> </ul>
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	<p><b>Search and comment planning:</b> <a href="https://www.westnorthants.gov.uk/planning-and-building-control/view-and-comment-planning-application">https://www.westnorthants.gov.uk/planning-and-building-control/view-and-comment-planning-application</a></p>								

23/585	<p><b>MINIBUS</b></p> <p>It was <b>RESOLVED</b> to cancel the next safety check on the existing vehicle due over the holidays as the vehicle is being sold and will need to be prepared instead for sale.</p> <p>It was <b>RESOLVED</b> drivers should receive training/handover to operate the new vehicle.</p> <p>The new vehicle delivery and sale of current vehicle is in process with the Clerk. Estimated delivery date during Easter half term. Minibus Administrator, Cllr Robertson and a couple of drivers to receive the delivery of the bus. Routes/drivers – More volunteer drivers are needed to join the team. It was <b>RESOLVED</b> to add new volunteer drivers request and news of the new vehicle delivery into the next newsletter.</p>
23/586	<p><b>CORRESPONDANCE</b></p> <p>The end of year report from Daventry &amp; Daventry Rural Police Team and Parish AGM Report for 2023 Neighbourhood Police Team were noted and it was suggested to invite the PCSO to Lilbourne APM. IT was <b>RESOLVED</b> to add the information to the website and to follow up on the previous speed awareness plans to see when this will start again.</p> <p>To was noted. WNC is seeking to vary the Public Spaces Protection Order (Dog Control and Prohibition of Smoking in Public Places) 2022. LPC to respond by 17<sup>th</sup> April 2023. <a href="https://westnorthants.citizenspace.com/place/pspo-dog-ownership-smoking-prohibition_2023">https://westnorthants.citizenspace.com/place/pspo-dog-ownership-smoking-prohibition_2023</a> link to be included in the newsletter.</p> <p>WNC Town and Parish Briefing - Mar 2023 was noted.</p> <p>Great British Spring Clean – It was <b>RESOLVED</b> the PC would like to arrange a village litter pick. The council are short on members at present so it was decided to revisit the idea in June.</p>
23/587	<p><b>VILLAGE PROJECTS AND MAINTENANCE</b></p> <p>To consider updates on the following matters for decision:</p> <p><b>1. Jubilee Meadow - Hillmorton Lane.</b></p> <p>a) It was <b>RESOLVED</b> the Clerk is to obtain quotes for several village installation jobs for the March 2023 minutes and the work combined is to not exceed £500.00 be due to urgency of the item install asap. Cllr Tetley kindly offered to received delivery of the lifebuoy order whilst the clerk is obtaining installation quotes.</p> <p>b) Plans for developing area behind the pond and Queens Jubilee plaque. It was <b>RESOLVED</b> to ask the mowing contractor or village maintenance contractor to rake clear behind the pond and seed it with meadow grass. Request plaque is fitted on the fence near the pond.</p> <p>c) Update on areas requiring attention - Pro Logis meeting (JR) – Moved to next meeting no further update.</p> <p>d) Risk Assessment update – Risk assessment for the area required. It was <b>RESOLVED</b> to investigate how local areas with ponds manage their Risk Assessments. Local Warwickshire Wildlife rep and Prologis contact for the meadow to also be invited to the APM.</p> <p><b>2. Play Area and Sports Field</b></p> <p>a) Cllr Robertson advised the Zip wire repairs are due to start on Monday 3<sup>rd</sup> April 23. Cllr Alexander to add update in the newsletter.</p> <p>b) New play equipment – No further update – moved to next meeting.</p> <p><b>3. The Green/Highways</b></p> <p>a) Highways matters inc. potholes– It was <b>RESOLVED</b> to minute the request for parishioners to please keep reporting potholes via <a href="https://fixmystreet.northamptonshire.gov.uk/">https://fixmystreet.northamptonshire.gov.uk/</a></p> <p>b) Temporary flag pole and base for The Green It was <b>RESOLVED</b> to obtain quotes for the installation of the flag pole for the coronation. location to be agreed. Cannot used the same hole as the Christmas Tree. Quote with Lifebuoy installation max £500. Clerk to double check if local authority permissions apply. Delivery Village Hall.</p> <p><b>4. Village Hall</b></p> <p>a) Defib pads and battery on back order with supplier, Clerk to progress. Councillor King not present at meeting need to confirm handover completed for the defibrillator at the Village Hall.</p> <p>b) It was <b>RESOLVED</b> the PC are happy with the design of the coronation mugs and the order so that it arrives in time for the coronation.</p> <p><b>5. Footpaths and verges</b></p> <p>a) Councillor Alexander reported an issue with the wooden bridge in the fields out past the church. Councillor to report on Fix My Street with photo requesting repair.</p>

	<p><b>6. Other projects</b></p> <p>a) Village Newsletter – Actions noted in the minutes to be included in the newsletter. The Clerk has found new printing option at much lower cost (under £10) as opposed to £35.00 per month. Paddox Methodist Church Copying and Printing.</p>																																																																											
	<p><b>7. Burial Ground</b></p> <p>a) It was noted on going maintenance following levelling work is being carried out to bring on the grass and remove loose stones.</p> <p>b) It was <b>RESOLVED</b> to get a quote for the noticeboard installation along with the lifebuoy and the flagpole-deliver the noticeboard to the village hall.</p> <p>c) Confirm Cllrs responsible to assist with burial ground matters – deferred.</p> <p>d) Burial ground plan for development - working group. The Clerk has uncovered plans for the burial ground and quotes dated 2003. Presented to the council with the idea that the PC is the burial authority with powers to consider implementing these ideas to provide the necessary burial options and required maintenance having spent very little on the burial ground. It was <b>RESOLVED</b> to seek help via the newsletter for volunteers to form a working group and gauge interest.</p>																																																																											
23/588	<p><b>8. FINANCE</b></p>																																																																											
a)	<p>It was <b>RESOLVED</b> to approve the bank reconciliation statement</p> <p>Bank balance Barclays as of 22.03.23 £131,918.06 payments received (transfer from HSBC £77,481.21)  HSBC Account balance – paper statement at 15.03.23 £77,481.21 pending transfer to LPC Barclays a/c.  Income: Tue, 21 Mar 23 WNC FINANCE £30.02 Fri, 17 Mar HSBC CHQ 101201 £77,481.21  Fri, 17 Mar 23ACCESS UK LTD BGC £735.60 Fri, 17 Mar 23CALDWELL SJ £105.00; Fri, 3 Mar 23 ADAM HTT LIMITED BGC £3,383.76 ; Thu, 2 Mar Barclays deposit cash £20.00</p>																																																																											
b)	<p>It was <b>RESOLVED</b> to approve the payment of the new LPC minibus – Paynes Garages Ltd Watling Street, Hinckley, Leics. LE10 3ED.</p> <p>Vehicle £44268.85 ( less trade in approx. £18k) £350.00 vehicle signage plus delivery and cameras at time of publishing agenda approx. £47K. Paynes have limited time on registering vehicle which must be completed by end of month.</p>																																																																											
c)	<p>It was <b>RESOLVED</b> to approve the following payments for March 2023:</p> <table border="1" data-bbox="240 1137 1481 2101"> <thead> <tr> <th colspan="5">PC Expenditure</th> </tr> </thead> <tbody> <tr> <td>March</td> <td>BACS</td> <td>Clerk's Salary</td> <td>1012.72</td> <td>LGA (1972) s112</td> </tr> <tr> <td>March</td> <td>BACS</td> <td>Nest Pension March 2023</td> <td>78.43</td> <td>LGA (1972) s111</td> </tr> <tr> <td>March</td> <td>BACS</td> <td>HMRC Paye staffing March 2023</td> <td>706.47</td> <td>LGA (1972) s111</td> </tr> <tr> <td>March</td> <td>BACS</td> <td>Autela Payroll Inv 11082 Q4 Payroll</td> <td>106.08</td> <td>LGA (1972) s111</td> </tr> <tr> <td>March</td> <td>BACS</td> <td>BT Village Hall WiFi March 2023</td> <td>45.12</td> <td>Telecommunications Act 1984 s97</td> </tr> <tr> <td>March</td> <td>BACS</td> <td>Personnel Advice Solutions Ltd – March 2023</td> <td>120.00</td> <td>LGA (1972) s111</td> </tr> <tr> <td>March</td> <td>BACS</td> <td>Dash (UK) Ltd proforma inv 18326 coron mugs</td> <td>840.00</td> <td>LGA (1972) S137</td> </tr> <tr> <td>March</td> <td>BACS</td> <td>Lilbourne Village Hall - Grant</td> <td>1500.00</td> <td>Lilbourne Windfarm Fund</td> </tr> <tr> <td>March</td> <td>BACS</td> <td>Buddson Ltd T/A Lifebuoys Direct pro inv 462</td> <td>263.39</td> <td>Public health Act 1936, s.234</td> </tr> <tr> <td>March</td> <td>BACS</td> <td>Flagpole Express Pro inv flag pole &amp; flag/sleeve</td> <td>220.68</td> <td>Highways Act 1980, s 144</td> </tr> <tr> <td>March</td> <td>BACS</td> <td>E. On Energy Solutions Ltd inv 117321 March 23 maintenance</td> <td>26.00</td> <td>Highways Act 1980, s.301</td> </tr> <tr> <td>March</td> <td>BACS</td> <td>RH Quinney invoice Burial Ground work</td> <td>600.00</td> <td>Open Spaces Act 1906, ss.9-10</td> </tr> <tr> <td>March</td> <td>BACS</td> <td>4 Counties Ground Maintenance inv.s 23/001 &amp; 003 Hedge work Jubilee Meadow / Burial Ground</td> <td>525.00</td> <td>Open Spaces Act 1906, ss.9 and 10</td> </tr> <tr> <td>March</td> <td>BACS</td> <td>Notice Board (UK) Limited – burial ground proforma Quotation Number 92334</td> <td>840.57</td> <td>Local Government Act Records) Act 1962 ss 1 and 2</td> </tr> </tbody> </table>	PC Expenditure					March	BACS	Clerk's Salary	1012.72	LGA (1972) s112	March	BACS	Nest Pension March 2023	78.43	LGA (1972) s111	March	BACS	HMRC Paye staffing March 2023	706.47	LGA (1972) s111	March	BACS	Autela Payroll Inv 11082 Q4 Payroll	106.08	LGA (1972) s111	March	BACS	BT Village Hall WiFi March 2023	45.12	Telecommunications Act 1984 s97	March	BACS	Personnel Advice Solutions Ltd – March 2023	120.00	LGA (1972) s111	March	BACS	Dash (UK) Ltd proforma inv 18326 coron mugs	840.00	LGA (1972) S137	March	BACS	Lilbourne Village Hall - Grant	1500.00	Lilbourne Windfarm Fund	March	BACS	Buddson Ltd T/A Lifebuoys Direct pro inv 462	263.39	Public health Act 1936, s.234	March	BACS	Flagpole Express Pro inv flag pole & flag/sleeve	220.68	Highways Act 1980, s 144	March	BACS	E. On Energy Solutions Ltd inv 117321 March 23 maintenance	26.00	Highways Act 1980, s.301	March	BACS	RH Quinney invoice Burial Ground work	600.00	Open Spaces Act 1906, ss.9-10	March	BACS	4 Counties Ground Maintenance inv.s 23/001 & 003 Hedge work Jubilee Meadow / Burial Ground	525.00	Open Spaces Act 1906, ss.9 and 10	March	BACS	Notice Board (UK) Limited – burial ground proforma Quotation Number 92334	840.57	Local Government Act Records) Act 1962 ss 1 and 2
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	March	BACS	Church Farm Property Services inv 230302	204.00	Open Spaces Act 1906, ss.9 and 10
	Total 7088.46				
	Minibus Expenditure				
	March	BACS	Staffing March 2023	1537.57	LGA (1972) s111
	March	BACS	Stanair inv 61552 Garage Door	119.04	LGA (1972) s111
	March	BACS	DMR training inv 999 MiDAS	65.00	LGA (1972) s111
	March	BACS	Lilbourne Garage Inv 14785 various vehicle maint	48.00	LGA (1972) s111
	Total 1869.71				
<b>d)</b>	<b>BANKING MANDATE UPDATE</b>				
	Applications for mandate changes and actions. Updates for online banking. Additional signatories. Barclays account financial position following transfer of funds.				
<b>e)</b>	<b>LPC HSBC ACCOUNT CLOSURE</b>				
	Councillor Robertson reported he had visited HSBC and resolved their cheque issue which held up the transfer of all LPC HSBC funds into LPC Barclays account and they have closed the HSBC account. Councillor Robertson reported that he declined account paperwork sent out as optional on closure of accounts. It was again <b>RESOLVED</b> to open Unity Trust Bank Account.				
<b>f)</b>	<b>ANNUAL PARISH MEETING Local Government Act 1972, s12 para 23</b>				
	It was <b>RESOLVED</b> to hold the Lilbourne Annual Parish Meeting on the 26 <sup>th</sup> April 2023 at 1900 hrs. (Local organisations are invited to attend and provide reports about their activities and financial positions including LPC)				
<b>23/589</b>	<b>AOB (No matters can become decisions)</b>				
	New website going live and in time for audit. Hugo Fox to go offline. Councillor photos for website required and other media				
<b>23/590</b>	<b>CLOSED MEETING - CONTRACTS –</b>				
	<i>It was RESOLVED the public and press to be excluded from the meeting in accordance with the Public Bodies (Admission to meetings Act 1960) in view of the nature of business to be transacted.</i> HR and Staffing matters were discussed.				
<b>23/591</b>	<b>DATE OF NEXT MEETING:</b>				
	Wednesday 26th April 2023 at 1930 hrs				
	<b>MEETING CLOSED AT 21:16 hrs</b>				

## Ward councillor's report (Lilbourne) March 2023

### Draft recommendations on new ward patterns for West Northamptonshire Council

The consultation on the Local Government Boundary Commission's proposals for new ward patterns in West Northants is now open. The consultation closes on 15<sup>th</sup> May. A summary of the recommendations is in the link: [Summary.pdf](#)

The Commission recommend that the Council is served by 76 councillors (17 less than at present) and the 35 wards (4 additional to the current total) have a combination of 1, 2 and 3 councillors representing them. The Braunston and Crick ward retains the same group of villages as it does currently with the addition of Watford and West Haddon. It's proposed to be a 2 councillor ward, so could lose one councillor if the recommendations are implemented.

The Commission was not persuaded by West Northants Council's suggestion to move Yelvertoft, Lilbourne, Clay Coton and Stanford to a single councillor Naseby ward. Nor did the Commission consider that joining Ashby St Ledgers, Welton and Braunston to a Daventry ward, as the Council had proposed, would benefit either these villages or the town. As a result these villages have been retained in the ward.

### Provision for vulnerable children and young people

Last week the Children's Trust and WNC Education Services were in the news for the wrong reasons. A recent Ofsted inspection of Fostering Services provided by the Trust has rated the Service as inadequate. "Serious and widespread failings" were identified – poor foster carer training, a lack of critical thinking and professional curiosity by the staff team and children's complaints and concerns not always being documented and listened to. An urgent meeting has been held this week with both staff and Leaders of West Northants and North Northants Councils where reassurance has been given by the Children's Trust that all children in its care are safe. Existing action plans have been urgently upgraded. Ofsted is revisiting the Trust in April. For details of the report, here is the link: [50211704 \(ofsted.gov.uk\)](#)

Also in the press last week was news that WNC had spent almost £275,000 defending decisions to refuse help to support children with special educational needs (SEN). A Freedom of Information request had found these legal fees had been incurred in 2022 for the 238 appeals that had been lodged by families against the Council for refusing funding and certification of an education, health and care plan (EHCP) to support SEN children. Of the 179 cases so far resolved, in just 7 cases was the Council's decision to deny an EHCP upheld. The lead Cabinet member for children and education told the meeting of Full Council yesterday that she would provide an explanation as to why so many families have had to resort to the courts to get the support their children need and what action the Education Service is taking to remedy this totally unacceptable situation.

A report to Cabinet last month by a scrutiny committee identified a severe crisis in child and adolescent mental health and the risk of self harm, part of a comprehensive overview of these services to children and young people. Among the recommendations attached to this report none referred to the needs of the children in the care of the Children's Trust. Children in care are 4 times more likely than their peers to experience mental health issues. At the Full Council meeting a motion proposed by the Liberal Democrat group to examine reintroducing in-house therapeutic care to fostered children and those in children's homes and residential settings was supported unanimously. A small positive in a difficult week for the children in our area. A minute's silence was held at the meeting for 16 yr old Rohan Shand who died from a single stab wound in Northampton last Wednesday afternoon. All three ward councillors spoke to express their sorrow and condolences.

### Planning

Councillors voted at the Full Council meeting to agree a trial of reducing area planning committees to two, following one of the recommendations of the Planning Advisory Service (PAS) report. The full PAS report is going to Cabinet next month and the reason for the committee reduction recommendation is that there is not enough business to justify three planning committees, adding also the recommendation that existing committee decisions and activity are also analysed to "*improve culture and practice of planning committees and reduce the risk to the council*".

The Daventry Area Planning Committee met at the Forum in Towcester for the first time since November this month and only had one item on the agenda. This bears out the finding of lack of business, however I was not alone at the meeting in voting against or abstaining on this resolution as the whole PAS report, which is not yet finished, was unavailable to councillors to read before the meeting.

The Council is intending to replace the core planning strategy with a new Strategic Plan to extend to 2050. There has now been a rethink following the number of responses to the Spatial Options consultation at the end of 2021. The intention now is to produce a single Local Plan which will simplify the policy framework, making it more accessible and avoiding duplication. It will take longer to produce a single plan, however there should overall be cost and time savings as only one public examination of the single Plan will be needed. The timescales have yet to be assessed but what has already been agreed by the Planning Policy Committee is a reduced plan period from 2050 to 2041.