



Bishopstoke Parish Council

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**Members of the Parish Council are summoned to attend a meeting on
Tuesday 10th January 2023 at 7.30pm at Bishopstoke Methodist Church, Sedgwick Road.
This meeting is open to the public.**

AGENDA

PUBLIC SESSION

Presentation from Martin Graham of As One

1. Apologies for absence
2. To adopt and sign Minutes of the Parish Council meetings held on 8 November 2022
3. Declarations of Interest and Requests for Dispensations
4. Reports from Committees, Working Groups, Officers and Councillors
5. To consider the funding of youth provision in Bishopstoke
6. To consider and approve the expenditure budget for 2023-24
7. To consider and approve funding the budget for 2023-24, including the precept request
8. To approve the bank mandate
9. To approve sending the current draft of the Neighbourhood Plan to Eastleigh Borough Council for checking and comment
10. To agree joining the local As One partnership
11. To discuss and agree a response to the letter from the Chief Executive of Eastleigh Borough Council
12. To approve the Dignity At Work Policy
13. To approve signing the Civility & Respect Pledge
14. To consider joining the Greening Campaign
15. To consider content for the press release
16. To agree the date, time and place for the next meeting

D L Wheal
Clerk to Bishopstoke Parish Council
3rd January 2023

Members: Cllrs Dean R. (Chair), Hillier-Wheal (Vice Chair), Candy, Daly, Dean A, Francis, Harris, Kirby, Lyon, McKeone C, McKeone D, Moore, Thornton, Tidridge and Winstanley
FULL_2223_A05

**Minutes of a Meeting of the Bishopstoke Parish Council
held at Bishopstoke Methodist Church
commencing at 7.30pm on 8 November 2022**

Present: Councillor Andrew Daly
Councillor Ralph Candy
Councillor Dave Francis
Councillor Geoff Harris
Councillor Louise Hillier-Wheal (Vice Chair) (from para 48)
Councillor Martin Lyon
Councillor Chris McKeone
Councillor Dermot McKeone
Councillor Gin Tidridge
Councillor Anne Winstanley

In Attendance: Mr David Wheal (Clerk to Bishopstoke Parish Council)
Mr Mike Gilham (Community Development Officer to Fair Oak & Horton Heath Parish Council)

Public Session 0 members of the public were present.

Mike Gilham gave a presentation to the Council on the work he is doing with Bishopstoke's Borough Councillors within Bishopstoke. The Planney has been successfully cleared and tidied, and the new benches and artwork, designed by artist Andy Frost following workshops with Stoke Park Junior School, are now in place. The current project is Bee and Tree corridors and there are areas within Bishopstoke which have been earmarked for this project. Mike then touched briefly on his work with the Greening Campaign, the As One project and the Y-Zone.

Mike extended an offer to all Councillors to contact him should they have any questions or wish to get involved with any of the projects.

Councillors welcomed the work being done by Mike, especially the involvement of the schools in local projects. However, concerns were raised about the portrayal of the work taking place with Bishopstoke Parish Council as, although the Council had been updated on the progress of the work at the Planney by Borough Councillors there had not been any involvement of the Parish Council in any of the decisions.

The Council also had concerns about whether Bishopstoke would be expected to fund the maintenance of the Planney. Mike assured the Councillors that it is intended to be the responsibility of the Borough Council to maintain. Finally, some questions were raised about decisions being taken about Bishopstoke at the Borough Council Local Area Committee which perhaps Parish Councillors might like to be involved in. Cllr Tidridge offered to ask the Local Area Manager to extend the invitation to attend LAC team meetings to all Parish Councillors rather than the current Chair, Vice Chair and Clerk of the Parish Council.

Action: Cllr Tidridge

The Clerk was asked to pass Mike's email address to all Parish Councillors

Action: Clerk

Cllr Hillier-Wheal arrived at this point.

Initial: _____ Date: _____

48 Apologies for Absence

48.1 Apologies had been received from Cllrs Anne Dean, Ray Dean, Andy Moore and Mike Thornton. The apologies were noted.

49 To adopt and sign Minutes of the Parish Council meeting held on 27 September 2022

49.1 The minutes of the above meeting had been included in the document pack for this meeting.

49.2 Proposed Cllr Tidridge, Seconded Cllr Hillier-Wheal, **RESOLVED** with 4 in favour and 5 abstaining due to absence that the minutes of the Parish Council meeting held on 27 September 2022 be adopted as a true record.

50 Declarations of Interest and Requests for Dispensations

50.1 Cllr Tidridge declared an interest in item 8 on the agenda, the discussion of the Greening campaign.

51 Reports from Committees, Working Groups, Officers and Councillors

51.1 The resolutions from Council Committees were noted.

51.2 Proposed Cllr Winstanley, Seconded Cllr C McKeone, **RESOLVED** with 9 in favour and 1 abstaining that the Council approve the Burial Board fees for the year 2023/24.

51.3 Proposed Cllr Winstanley, Seconded Cllr C McKeone, **RESOLVED** with 9 in favour and 1 abstaining that the Council enter a three year insurance deal with BHIB.

51.4 Proposed Cllr Winstanley, Seconded Cllr C McKeone, **RESOLVED** with 9 in favour and 1 abstaining that the Council maintain travel token funding of £4,000 for the year 2023/24 and keep the base level of tokens at 120.

51.5 Proposed Cllr Winstanley, Seconded Cllr C McKeone, **RESOLVED** with 9 in favour and 1 abstaining that the Council vire £1,500 from reserves for staff training purposes.

51.6 The Clerk's report was noted. The Clerk gave a verbal update welcoming Cllr Geoff Harris – newly elected Parish Councillor for the Whalesmead Ward. The Clerk also gave a plea for more Councillors to volunteer to join Committees as the Planning meeting set for earlier in the evening had been cancelled as it would not have been quorate. This is the third time this year that a meeting has been cancelled this way.

The Clerk noted plans for Carnival 2023 with the main Fete on Sunday 17th September on Glebe Meadow as usual, and the first Bishopstoke Sports Day to be held on Saturday June 3rd on the open space by Blackberry Drive. Cllrs were informed that it is hoped both the current Mayor, and the next Mayor, will be forming tug-of-war teams and were invited to consider a Bishopstoke Parish Council vs Fair Oak & Horton Heath Parish Council tug-of-war match.

The Clerk noted the concerns regarding the Parish Council not being involved with the work being done by Mike Gilham within Bishopstoke. It may be the case that all land being considered is owned by the Borough rather than the Parish but certainly there could have been better communication and more involvement of Parish Councillors. The Clerk indicated his concerns that with the change in team running the Y-Zone, Bishopstoke Parish Council has gone from the Clerk and Chair attending a

quarterly meeting of the Y-Zone Management Committee alongside Fair Oak's Clerk and Chair to having no representation at all in the current meetings, which take place every two weeks. Cllr Tidridge agreed with these concerns and suggested the Clerk contact the Local Area Manager to ask that Bishopstoke be included. Cllr Tidridge indicated she would support that proposition.

The Clerk also mentioned that although Bishopstoke Parish Council has no buildings in which it can host a "Warm Space" he is aware that the Bishopstoke Methodist Church is considering whether they can provide something and he had reached out to suggest that if they go ahead they could consider applying for a grant from the Parish Council,

Cllr Winstanley noted that the Bishopstoke Community Association has still not heard back regarding the defibrillator and that she was pleased to see the Civility and Respect Project being discussed. The Clerk indicated he would contact the Bishopstoke Community Fund to determine what the delay was.

Action: Clerk

Cllr Francis asked for the letter regarding Bow Lake Gardens to be forwarded to all Cllrs.

Action: Clerk

Cllr Candy volunteered to join the Planning Committee. Proposed Cllr Hillier-Wheal, Seconded Cllr Harris, **RESOLVED** unanimously that Cllr Candy be appointed to the Planning Committee.

Action: Clerk

51.7 Cllr Winstanley informed the Council that in addition to having properties available for those in need to rent, Twynam's had returned to another part of its original charter and was now providing grants to organisations supporting those in need. These grants are all taken any surplus the charity has and are being given to organisations such as ARK, the MHA and also directly to schools to support families on low means so that their children can take part in school trips, or have new uniform when it is needed.

51.8 Cllr Tidridge reported that, as an Eastleigh Borough Councillor for Bishopstoke, she had attended an Eastleigh Borough Council cabinet meeting at which a consultation regarding the recently purchased land at Stoke Park Farm was agreed. The consultation will begin on 1st December and the Clerk was asked to publicise the link when it does. Cllr Tidridge also noted the Remembrance Sunday service being held at the bandstand in Eastleigh at 10am on Sunday 13th November and mentioned that EBC have a webpage containing information about all road closures on that day which residents may find useful. Again, the Clerk was asked to publicise this page.

Action: Clerk

51.9 Cllr Lyon noted that he and Cllr Winstanley had attended a recent Airport Consultative Committee meeting and had sent comments on that meeting to the Clerk. Cllr Lyon asked the Clerk to circulate those comments amongst Cllrs.

Action: Clerk

52 To consider the Council's position regarding the transfer of the Strawberry Mead open space

52.1 A summary of the history regarding the transfer had been including with the document pack.

52.2 During the debate, Cllr Francis asked the Clerk to put together a report detailing exactly the land that is proposed for transfer, the pros and cons of the transfer, and the financial cost to the Parish of maintaining the land. Cllr Lyon reported that the cut through from Blackberry Drive to Elderberry Close was in need of maintenance and asked the Clerk to determine who was responsible for it. Cllr Lyon also asked what would happen to the Y-Zone building. The Clerk replied that the Y-Zone, and the land between the Y-Zone and Stokewood Surgery, would remain with the Borough Council. Cllr

Initial: _____ Date: _____

Harris asked the Clerk to check that the Eastleigh Borough Council insurance policy covers the Parish activities sufficiently.

Action: Clerk

52.3 Proposed Cllr Lyon, Seconded Cllr Harris, **RESOLVED** unanimously that the Parish Council write to the Borough Council asking why the transfer cannot go ahead currently.

Action: Clerk

53 To agree how the Council wishes to deal with apologies

53.1 Papers outlining the current method of accepting apologies had been included with the document pack.

53.2 During debate Cllrs asked if the Clerk would be able to monitor attendance and notify Cllrs once they reach five months without attending meetings. The Clerk indicated this would best be covered in Standing Orders. Cllr Harris asked whether it is permissible to give apologies on behalf of someone else and the Clerk confirmed it is. Cllr Hillier-Wheal asked whether, in the event that a Councillor knows ahead of time that they will be away for a long period that can request early dispensation from the Council and the Clerk confirmed this is allowed.

53.3 The Clerk was asked to bring forward amendments to standing orders setting out that Cllrs will be contacted by the Clerk if they have not attended for five months, and also that Cllrs can request early dispensations if needed. The Clerk was also requested to add to a future agenda a discussion about whether all Council activities, including working groups and representing the Council to other bodies, should be reported on the website. Finally, the Clerk was asked to confirm when the request for apologies to be accepted has to be voted on before the end of the 6 month period, or merely requested.

Action: Clerk

54 To approve the continued membership of and contributions to external bodies

54.1 The list of external bodies was included with the document pack.

54.2 Cllr Tidridge asked for the Council to consider joining the Association of Natural Burials. The Clerk offered to add this to the next Assets Committee agenda. Cllr Tidridge offered to forward the relevant information to the Clerk.

54.3 Proposed Cllr Candy, Seconded Cllr D McKeone, **RESOLVED** unanimously that the membership of and contributions to the listed external bodies continues.

Cllr Tidridge left the meeting at this point.

55 To consider signing up for the Greening Campaign

55.1 The presentation on the Greening Campaign had not arrived in time for the meeting and so Cllrs felt unable to make an informed decision. The noted that the deadline for applications for grants from the Borough Council was the 16th November.

55.2 During debate the Greening Campaign was acknowledged as playing a valuable role in providing communities with a focus on and momentum towards making small changes that will add up to a big difference to their impact on climate change and the environment. However, it was thought by some Cllrs that perhaps this would better be done by the Borough Council or County Council. It was suggested that the Council apply for the grant but defer any decision on how it be used until after

Initial: _____ Date: _____

the presentation has been seen at which point if the Council decides not to go ahead with the Campaign it will return the funding to the Borough Council.

55.2 Proposed Cllr Harris, Seconded Cllr Winstanley, **RESOLVED** with 8 in favour and 1 abstaining that the Council apply for the Borough grant but defer a decision on joining the Campaign until after the presentation has been seen.

56 To consider content for the next press release

56.1 The Council agreed that the next press release would include the grant to the Highbridge Conservation Group; dates for Carnival events in 2023; the Bishopstoke Champion award; the proposed nature reserve; welcoming Cllr Harris and wishing all residents a Merry Christmas.

57 To agree the date, time and place for the next meetings

57.1 The next meeting will take place on Tuesday January 10th 2023. It will take place at 7:30pm at the Bishopstoke Methodist Church. The Clerk requested any agenda items and supporting papers be with him by January 3rd.

57.2 The Clerk noted that budget discussions in 2022 had been helped by having a virtual information meeting at which Cllrs could go through the proposed budget and ask any questions they have. It was proposed that a similar meeting happen again this year and the Clerk informed Cllrs there would be an invitation to such a meeting for the week beginning 2nd January 2023.

There being no further business, the Chair closed the meeting at 9:25pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____

Full Council – 10th January 2023
Recommendations and Resolutions

Committee Resolutions – to note

Assets

22nd November – ASSETS_2223_M04

- Item 32.2 That the minutes of the Assets Committee meeting held on 25 October be adopted as a true record.
- Item 34.3 That the new Cemetery gates should be a single pair, with the design based around those at the Memorial Hall and Bishopstoke Park, with “Bishopstoke” and “Cemetery” running vertically on the pillars, and with an ornate sign for “Bishopstoke Cemetery” to be placed in the grass next to the gates.
- Item 35.3 That the agreed proposed location for the War Memorial is on Old St Mary’s churchyard, approximately where there is a current bench with it’s back to Church Road. The Memorial Wall would be set back into the bank with planting around it. The gravel path would be reinstated from Oakbank Road to the opposite side of the churchyard, near “Bishy Beach”. The existing bench would be moved to join the sequence of benches on the Oakbank Road side. The War Memorial itself would be removed from its plinth and placed directly onto an area of gravel on the opposite side of the gravel path to the Wall. An additional pair of new benches would flank the Memorial giving a resting place for any wishing to pay their respects either on Armistice Day or throughout the year.
- Item 37.3 That the bins located at Glebe Meadow, Blackberry Drive, Otter Close, Mitre Copse, Glebe Meadow Play Area, Sayers Road Play Area and Old St Mary’s be repaired, reported or replaced as necessary.

Finance

13th December – FIN_2223_M04

- Item 34.2 That the minutes of the Finance Committee meeting held on 25 October be adopted as a true record.
- Item 36.7 That the grant requests from St Mary’s Church be rejected.
- Item 37.5 That the financial reports be approved.

Planning

22nd November – PLAN_2223_M09

- Item 60.2 That the minutes of the Planning Committee meeting held on 11 October be adopted as a true record.
- Item 62.6 To approve the agreed upon planning application responses.
- Item 65.1 Confidential business.

13th December – PLAN_2223_M10

- Item 68.2 That the minutes of the Planning Committee meeting held on 22 November be adopted as a true record.

People

No meetings

Committee Recommendations – to vote upon

Assets

22nd November – ASSETS_2223_M04

No recommendations

Finance

13th December – FIN_2223_M04

Item 38.3 That the Council vire a maximum of £5,000 from reserves to the Underwood Road plot clearance budget

Planning

22nd November – PLAN_2223_M09

No recommendations

13th December – PLAN_2223_M10

No recommendations

People

No meetings

Working Group Recommendations

Communications Working Group

No recommendations

Carnival Working Group

No recommendations

Village Trail Working Group

No recommendations

Climate Change Working Group

No recommendations

Glebe Meadow Working Group

No recommendations

Full Council - Clerk's report 10th January 2023

Clerk's Report

Actions from previous meetings

FULL_2223_M01/Item 11.2 Regarding training on the audit process and financial reports
The RFO will be arranging this training.

FULL_2223_M04/Public Session Regarding contacting the Community Development Officer
The Clerk has passed on the email address to all Councillors

FULL_2223_M04/Item 51.6 Regarding defibrillators
The Clerk contacted the Bishopstoke Community Fund. The BCA defibrillator is now in place.

FULL_2223_M04/Item 51.6 Regarding Bow Lake Gardens
The Clerk has forwarded the letter on Bow Lake Gardens to all Councillors.

FULL_2223_M04/Item 51.6 Regarding Committee Appointments
Cllr Candy has been added to the Planning Committee.

FULL_2223_M04/Item 51.8 Regarding the Borough Council road closure page and consultation
Both have now been publicised.

FULL_2223_M04/Item 51.9 Regarding Airport Consultative Committee
The Clerk has forwarded Cllr Lyon's comments to the Council.

FULL_2223_M04/Item 52.2 Regarding Brookfield
The Clerk has asked for details of the Borough's insurance and is awaiting a reply.

FULL_2223_M04/Item 52.3 Regarding Brookfield
The Clerk has written to the Borough asking for a written explanation of the delay.

FULL_2223_M04/Item 53.3 Regarding Cllr apologies
Amendments to standing orders will be brought forward at the March Full Council meeting.

Other Items

Asset Transfers – Nothing new to report

Allotments – A leak at the Underwood Road allotments was repaired over Christmas. The machinery is currently away for servicing during the winter period. Progress has been made on reclaiming a number of abandoned plots and work is beginning on bringing them up to an acceptable standard for renting out.

Office – A specification of requirements has been passed to the Borough Council who had previously suggested they may be able to provide temporary office space in Eastleigh House but we have not received a reply. The officers are now investigating hiring storage space to remove everything necessary from the office.

Burial Matters – There were a further five burials (three new and two re-opening) in the final two months of the year, as well as one new ashes interment. This brings the total for the year so far to nine burials (five new) and twelve ashes interments (seven new). Work on the fencing project on both the south side of St Mary's and the north east corner is now complete.

Play Areas – There is nothing new to report regarding play areas.

Open Spaces – There is nothing new to report regarding open spaces

Defibrillators – There is nothing new to report regarding defibrillators.

Funding for Youth Provision

For a number of years Bishopstoke Parish Council (BPC), in concert with Fair Oak & Horton Heath Parish Council (FOHHPC) and Eastleigh Borough Council (EBC), has funded the continued provision of youth services at the YZone. This followed Hampshire County Council (HCC) pulling out of funding this area.

Prior to the pandemic there was a team of staff, overseen by the Borough, working out of the YZone building. They ran youth clubs at the building and they also reached out and worked with local schools and groups. As part of a reassessment of youth provision across the Borough, EBC decided to outsource the YZone activities. The contract was eventually awarded to Youth Options, who were already running various other areas for EBC.

BPC's contract to fund the YZone expired in January 2022. Money was placed in the budget for 2022-23 on the assumption that a new contract would be agreed quite quickly and funding and activities would continue as before. To date, a new contract has not yet been offered to the Parish Council, nor has the 2022-23 invoice been presented. It was originally foreseen that as the hiring of the building by outside users picked up, the contributions of the Parish Councils would fall, but this has not happened.

As BPC deals with rising inflation and the cost of living crisis it is important to ensure that residents' Council Tax contributions are used as effectively as possible.

Given the uncertainty over what, if any, contract will be offered to BPC, and what level of contribution that would involve, I believe it would be unwise for the Council to simply budget for a further £25,000 to go to the YZone.

BPC has a number of play areas and other youth-centred sites, all of which require new equipment from time to time, and refreshing / replacing every 15 years or so. It is estimated that this would cost around £25,000 per year going forward, and this is currently not contained in the budget.

I recommend that remove the YZone budget heading and replace it with a "Youth Provision" heading, keeping a budget of £25,000. That way, if the Council chooses to agreed to continue funding the YZone the money is already there, and if it chooses not to sign, then the money can be earmarked for future play area replacements.

Recommendation: Remove the YZone budget heading and replace it with Youth Provision. Maintain the amount of £25,000 with the budget heading.

Bishopstoke Parish Neighbourhood Plan

Chairman Steering Committee: Sue Toher
Clerk Parish Clerk: David Wheal

email: s.toher@sky.com
email: clerk@bishopstokepc.org

Mr Warren Jackson-Hookins
Head of Planning
Eastleigh Borough Council
Eastleigh House
Upper Market Street
Eastleigh
SO50 9YN

22nd November 2022

Bishopstoke Parish Neighbourhood Plan - Re: Screening re Strategic Environmental Assessment

As Chairman of Bishopstoke Parish Neighbourhood Plan Steering Committee, I am writing to you as our nominated contact within Eastleigh Borough Council. This letter is our formal request to Eastleigh Borough Council to provide a Screening Opinion on the need for the Bishopstoke Parish Neighbourhood Plan to include a Strategic Environmental Assessment.

As you know, it is necessary for the Neighbourhood Plan to be compliant with EU legislation.

In respect of environmental matters, UK government guidelines on neighbourhood planning draw our attention to the following:

- Directive 2001/42/EC on: the assessment of the effects of certain plans and programmes on the environment (often referred to as the Strategic Environmental Assessment (SEA) Directive), incorporated into UK law through the Environmental Assessment of Plans and Programmes Regulations 2004 (commonly referred to as the 'Strategic Environmental Assessment Regulations').

This seeks to provide a high level of protection of the environment by integrating environmental considerations into the process of preparing plans and programmes, where they are likely to have a significant environmental impact. We do not believe that our Plan will have such an impact, as the policies are essentially conservationist and aimed at gradual and sustainable development of what is a relatively small Neighbourhood Area.

After extensive research and consideration, the Bishopstoke Neighbourhood Plan does not allocate any sites.

- Directive 2011/92/EU on the assessment of the effects of certain public and private projects on the environment (often referred to as the Environmental Impact Assessment [EIA] Directive).

The guidelines note that it may be of relevance to Neighbourhood Development Orders, but there seems no way that it relates to our case.

- Directive 92/43/EEC on the conservation of natural habitats and of wild fauna and flora and Directive 2009/147/EC on the conservation of wild birds (often referred to as the Habitats and Wild Birds Directives respectively). These aim to protect and improve Europe's most important habitats and species.

They may be of relevance to neighbourhood plans, but we are not aware of any related issues in Bishopstoke Neighbourhood Area.

The guidelines note that other European directives, such as the Waste Framework Directive (2008/98/EC), Air Quality Directive (2008/50/EC) or the Water Framework Directive (2000/60/EC) may apply to the particular circumstances of a draft neighbourhood plan or order, but we are not aware of any such issues potentially arising from our proposed policies.

I attach to this letter the current draft of the Bishopstoke Neighbourhood Plan which includes policies related to both development and the environment.

This draft is the result of significant public consultation, as well as professional advice from our nominated consultants, but is potentially subject to further refinement before the consultation draft (Regulation 14) of the Plan is published.

Policies relating to Open Spaces and Local Infrastructure are also included in the Plan and the intention is to support development which respects and enhances the existing spaces and does not encroach on those designated as Local Green Space. As you will see, considerable time and thought has gone into the environment and heritage policies to safeguard the extensive rural aspects of Bishopstoke parish.

We do not intend to add significantly to the policies already included within the Plan.

I very much hope that it will be clear to Eastleigh Borough Council, and to the statutory bodies whom you will consult on the matter, that these policies and intentions, as applied to the Bishopstoke Parish Neighbourhood Area, enable Eastleigh Borough Council to give an unequivocal opinion that a Strategic Environmental Assessment is not required. We understand, of course, the need to show you when we submit the Plan that it does not contain significant changes.

If you have any concerns about this, please do raise them with me as soon as possible.

I understand that it is normal for Screening Opinions to be given within six weeks of their being requested. I should be grateful for your confirmation that this timing can be met, so that-allowing for the Christmas break-we will have the Opinion by the end of January.

Yours sincerely

Attachment: Screening Draft, Bishopstoke Parish Neighbourhood Plan as at 21st November 2022

Bishopstoke Parish Neighbourhood Plan

Date 2015 – 2036

Screening Draft July 2022



Foreword

Bishopstoke is a village adjacent to Eastleigh in Hampshire. It pre-dates Eastleigh. Evidence has been found of a settlement in the area dated to the first century BC and Bishopstoke is mentioned in the Domesday Book. The railway boom of the nineteenth century saw Bishopstoke grow significantly, but when Eastleigh was founded, Bishopstoke started to play a different role, providing a semi-rural place to live, with many of its residents commuting to neighbouring towns.

Today, Bishopstoke is characterised by its setting. The River Itchen forms the western boundary and Stoke Park Woods dominate much of its eastern edge. To the south, fields form a gap between the Village and the Southampton conurbation.

The first survey for this Neighbourhood Plan was completed by over 900 residents who expressed how they felt about Bishopstoke. The river and the woods are highly valued by the majority of Bishopstoke's residents, regarding these as the parish's most significant assets. On a sunny day, children often play on "Bishy Beach", a stretch of shaded river in the conservation area of the village. Local people enjoy walking in the local woods and countryside.

Parking, congestion, and overdevelopment are the major concerns of residents.

This Neighbourhood Plan seeks to help the village develop in a way that reflects the needs and aspirations of its community and to be a place where people thrive, in balance with the natural environment, retaining the heritage that makes Bishopstoke special.

The Plan is a 'living document' and will be reviewed regularly and updated as necessary.

My thanks go to the many parishioners who have devoted so much of their time in all the research and preparation of this current version. I am proud to have worked with such a dedicated team from all walks of life.

Sue Toher

Chair: Bishopstoke Neighbourhood Development Plan Steering Group



Purpose of the Plan

This document represents the Neighbourhood Plan for Bishopstoke neighbourhood area for the period 2015 to 2036. The Plan contains a vision for the future of Bishopstoke and sets out clear planning policies to realise this vision.

The principal purpose of the Neighbourhood Plan is to guide development within the neighbourhood area. It also provides guidance to anyone wishing to submit a planning application for development within the neighbourhood area. The process of producing a plan has sought to involve the community as widely as possible. The different topic areas are reflective of matters that are of considerable importance to Bishopstoke, its residents, businesses, and community groups.

Some of the Neighbourhood Plan policies are general and apply throughout the plan area, whilst others are site or area-specific and apply only to the appropriate areas illustrated on the relevant map. Once made, the policies of the plan form part of the development plan. Development should be carried out in accordance with the development plan, the policies of which should be taken as a whole.

The process of producing the Neighbourhood Plan has identified several actions which have not been included in the policies' sections. This is because these are not specifically related to land use matters and therefore sit outside the jurisdiction of a Neighbourhood Plan. These actions will be addressed by the Parish Council outside of the Neighbourhood Plan process.





This document represents the Neighbourhood Plan for Bishopstoke neighbourhood area for the period 2015 to 2036. The Plan contains a vision for the future of Bishopstoke and sets out clear planning policies to realise this vision.

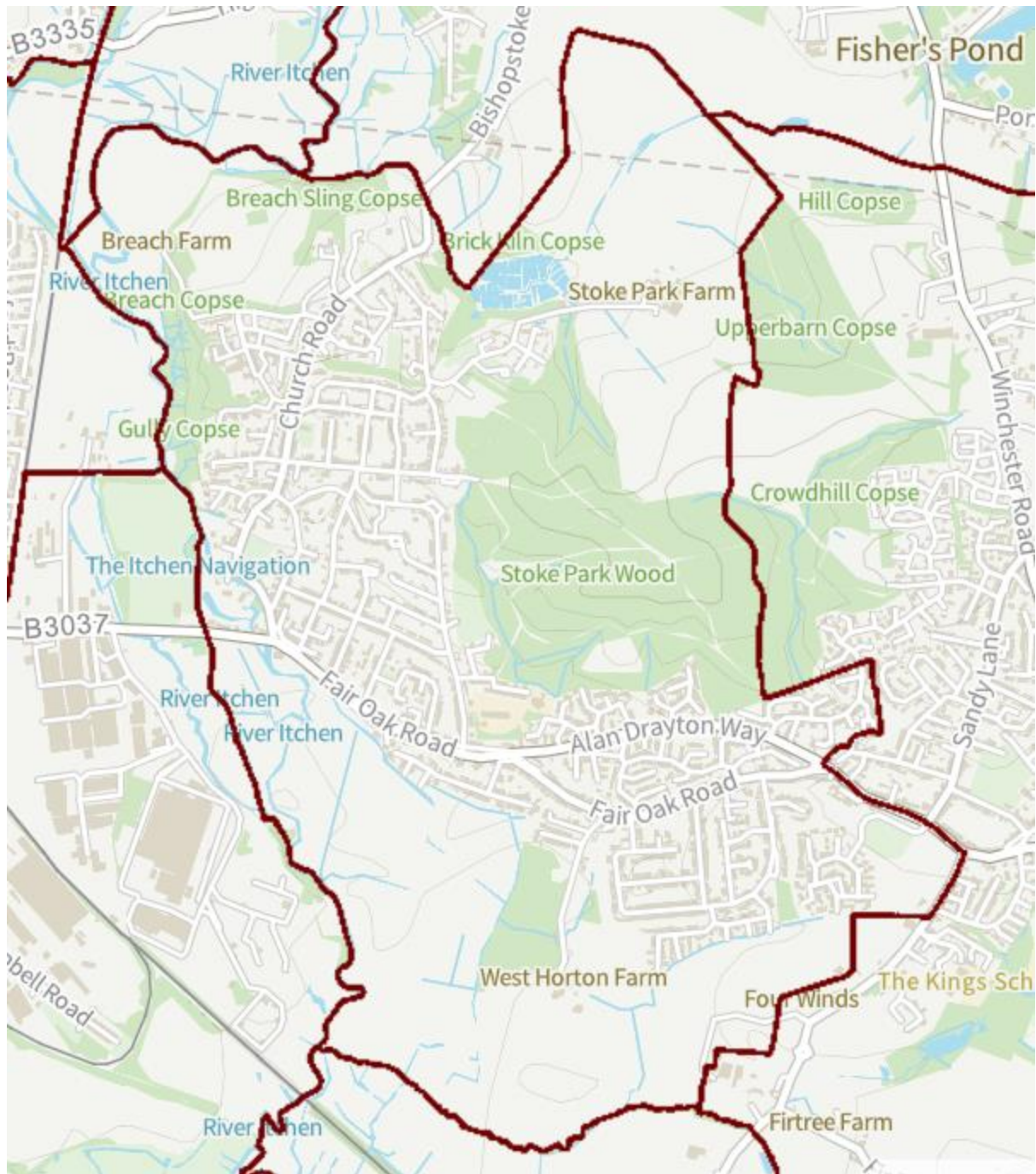
This Neighbourhood Plan for Bishopstoke neighbourhood area, once made, will become one part of the development plan, the other part being the Eastleigh Borough Council Local Plan 2016-2036.

Eastleigh Borough Council, as the local planning authority, designated the Bishopstoke Neighbourhood Area on 29th September 2015 to enable Bishopstoke Parish Council to prepare the Neighbourhood Plan. The Plan has been prepared by the community through the Bishopstoke Neighbourhood Plan Steering Group on behalf of Bishopstoke Parish Council.

The BNP has been prepared in accordance with the Town & Country Planning Act 1990, the Planning & Compulsory Purchase Act 2004, the Localism Act 2011, and the Neighbourhood Planning Regulations 2012 (amended in 2015). The BNP Steering Group has prepared the plan to establish a vision for the future of the parish and to set out how that vision will be realised through planning and controlling land use and development change over the plan period 2015 to 2036.



NEIGHBOURHOOD PLAN BOUNDARY AREA



About the Parish

Bishopstoke is a village adjacent to Eastleigh in Hampshire. Evidence has been found of a settlement in the area dated to the first century BC and Bishopstoke is mentioned in the Domesday Book. The railway boom of the nineteenth century saw Bishopstoke grow significantly, but when Eastleigh was founded, Bishopstoke started to play a different role, providing a semi-rural place to live, with many of its residents commuting to neighbouring towns.

Stoke Park Woods border Bishopstoke and formed part of the Forest of Bere, also owned by the Bishop of Winchester. King John hunted in the woods in 1205 and in 1540, Henry VIII licensed the woods as a fenced deer hunt.

Bishopstoke remained a small settlement until the early nineteenth century. When the growth of the railway engineering works at nearby Eastleigh gave impetus to the building of housing to accommodate the workforce. The result of this development is most obvious on the eastern side of the settlement where formal rows of Victorian red brick terraces can be seen. Eastleigh Station was originally named Bishopstoke Junction when it opened in 1839.

In 1895, the size of Bishopstoke was reduced when Fair Oak was formed as a separate civil parish. In 1899, Stoke Park was also made a separate parish.

The original centre of Bishopstoke is at the south end of Church Road close to its junction with the B3037. Here, the course of the Itchen has been modified to form the Itchen Navigation but the original course of the river loops north and then east around the Manor House. There was once a second loop just to the south of the Manor House, effectively placing it upon an island; a natural moated site. This southern loop was severed when the navigation channel was constructed. It then became a fishpond.

The former mill is 180m south-east of the Manor House. It stood on its own island between the divided course of the Itchen, but in 1840 it was accessible from Church Road and from the Manor House grounds. A mill is listed in the Domesday entry for Bishopstoke, and it is possible that it was either on, or close to the site of the present building.

The original parish church of St Mary was of medieval origin and stood on rising ground above the course of the river and it was totally rebuilt in 1825. The burgeoning late 19th century population of Bishopstoke demanded a larger church and a replacement was opened in 1891 at the north end of Church Road. The earlier church was demolished but remains can still be seen.

Taken as a group, the Manor House, original church site and the mill indicate the position of the medieval centre of Bishopstoke. A church is mentioned in Domesday, and pre-conquest charters attest to an early association of the settlement with the bishopric of Winchester.

On the opposite side of Church Road to the Manor House is a row of buildings that pre-date the period of 19th century expansion. These include two inns (one now closed), probably associated with the development of the Itchen navigation. However, the Tithe Map of 1840 shows that at least one of these buildings had an S-shaped bend, probably indicative of the former presence of a ridge and furrow field system. Site inspection revealed traces of ridge and furrow within the recreation ground to the north of these buildings though these might be of post-medieval date.

Bishopstoke can be interpreted as a church & manor settlement with occasional dispersed cottages and farmsteads such as the 17th century, no's 117 and 119 Spring Lane. It was probably an important crossing point on the Itchen; there are several footbridges to the north of the present road bridge.

Today, Bishopstoke is characterised by its setting. The River Itchen forms the western boundary and Stoke Park Woods dominate much of its eastern edge. To the south, fields form a gap between the village and the Southampton conurbation.

Ecology and Natural Landscapes

- Bordering the village to the north and comprising around 207 hectares, the Stoke Park area contains 61% woodland and 39% arable land. It is home to many species, including the rare quaking grass. It was purchased by the Forestry Commission in 1948 and are now a community woodland. The area is managed by the commission to produce wood for paper pulp and timber. The Forestry Commission manages the woodland for appropriate open public access for activities detailed within its Byelaws. Several streams flow from the woods to the river Itchen and the Forestry Commission has identified opportunities to develop wet woodland habitats.
- Stoke Park Woods is a mix of newly planted trees and sites of ancient natural woodland. To the northeast of the parish, Upper Barn Copse is a site of ancient natural woodland managed by the Woodland Trust. There are areas of ancient and semi natural woodland at Breach Farm and Breach Sling Copse. Deciduous woodland has been identified as a priority habitat and there are several areas within the parish, including at the Planny, around Bishopstoke Park, Judges Gully, Brick Kiln Copse, and northwest of West Horton Lane.
- The River Itchen has protection as a Site of Special Scientific Interest and as a European Special Area of Conservation. It has been described as a world class chalk stream¹. Species include the Southern Damselfly, water voles and otters. There are many streams in the parish area that flow into the Itchen, some are seasonal.
- Part of the Water Vole Way is routed through north Bishopstoke. Residents access the village's natural landscapes from many rights-of-way. A permissive path in the grounds of Bishopstoke Park has sculptures representing events in Bishopstoke's history.
- Bishopstoke is a semi-rural area. In addition to the habitats described above, there are many hedgerows which contribute to biodiversity and trees that are subject to tree preservation orders.
- A Climate Emergency was declared by Eastleigh Borough Council in June 2019 and by Bishopstoke Parish Council in July 2019.

¹ [Joint Nature Conservation Committee](#)

BUILDINGS IN BISHOPSTOKE

There are a number of older houses in the village. Many modern redbrick cottages were built at both ends of the village to supply the needs of people who were employed in the Eastleigh Railway Works.

Only two pubs remain, the Anglers Inn and the Welcome Inn. Several pubs have closed in recent years including The Prince of Wales on Bishopstoke Road (formerly The Barge), the Longmead Arms and the Foresters Arms in Stoke Common. The Anchor Inn at Riverside was converted into flats, but the surgery retains the Old Anchor name. The Toby Carvery was the River Inn.

A retirement village has been created on the level part of The Mount. Longmead, stands to the east of the village, originally in a park and grounds of about 46 acres. Most of Alfred Barton's Longmead estate has been developed for housing – north of Stoke Park Road, Spring Lane and some south of Church Road.

The glasshouse in St Martin's Close was identified in 2011 as a peach house and listed Gr II, possibly one of only a few remaining in the country. Some of the surrounding walls are the originals from Barton's time. Access to the plot is difficult as it is surrounded by other properties, but its development is under discussion (2011). Whatever the outcome, due consideration will be given to the siting of any new buildings with regard to the peach house, for which it is expected there will be a partial restoration.

The plot which had been Garnier's arboretum had a bungalow built in the NW corner of the plot and some of the specimen trees appear to remain. However, like St Martins Close the plot is likely to be developed at some point and it is hoped that the history of the site will be duly considered.



Economy in Bishopstoke

The Eastleigh Local Economy Review (2016)² identifies Bishopstoke, Fair Oak and Horton Heath (BFOHH) as having the fewest employees and has a significantly low in-commuting figure. Although according to the report Bishopstoke was one of 4 settlements which accounted for over 50% of the increase in “business stock” in 2016. Just under half of all businesses in Bishopstoke are in the wholesale or retail sector. BFOHH is also recognised as the only sub-area in the Borough where local residents make up the majority of the local workforce.

There are high levels of out-commuting. The Eastleigh Local Economy Review referenced 2011 census data showing that for Bishopstoke, Fair Oak and Horton Heath, there were 7,495 out-commuters, 1,250 in-commuters and 1,595 people living and working within the area.

The following table shows the size of businesses. Eastleigh have grouped together Bishopstoke, Fair Oak and Horton Heath in these figures, and also highlight that almost all businesses in this area are located to the eastern half of Fair Oak and Horton Heath.

Business Type	Number of Businesses	Percentage of Businesses
Micro-business (0-9 employees)	920	93.9%
Small business (10-49 employees)	55	5.6%
Medium sized business (50-249 employees)	5	0.5%
Large businesses (250+ employees)	0	0.0%
Total	980	100.0%

HOUSEHOLD INCOMES

Bishopstoke household incomes are some of the lowest in the Borough. The average house price for Bishopstoke in the last 12 months was £328,216³ and the average asking rent £978pcm⁴. The most common sized house sold was 3-bed (average price of £295,659) and the most common rented dwelling was 2-bed (average £887pcm).

² [Eastleigh Local Economy 2016](#)

³ [Rightmove.co.uk](#)

⁴ [Housesforsaletorent.co.uk](#)

Facilities and Community Groups

There are four churches in the village, which are St. Mary's and St. Paul's, both Church of England, Bishopstoke Evangelical Church in Stoke Park Road, and Bishopstoke Methodist Church in Sedgwick Road.

Bishopstoke benefits from one infant school, Stoke Park Infant School, and one junior school, Stoke Park Junior School. Older children are in the catchment area to attend the secondary school in Fair Oak, Wyvern College but some attend schools in Eastleigh or Winchester. From 16, many young people from Bishopstoke opt to attend Barton Peverill sixth form college in Eastleigh or Eastleigh College. Stoke Park Woods is used for Forest School activities.

There are four convenience stores, two of which provide post office services. In addition to the remaining pubs, there are two fish-and-chip shops, two Indian takeaways, one pizza takeaway and two Chinese takeaways. There is also a veterinary surgery and a number of hairdressers and beauty salons. There is no bank or estate agency. The retirement village has its own shop and café for use by its residents. There is a car repair business in Spring Lane.

There are two surgeries, both operated by Stokewood Surgery, and two pharmacies. One dentist operates in Scotter Road and there is one veterinary surgery. There are defibrillators accessible to the public at St Pauls Church and Bishopstoke Working Men's Club.

A number of play areas in the village are operated by the parish council including at Church Road, Glebe Meadow, Sayers Road, Templecombe Road, Otter Close and Brookfield. For older children, the parish council has a skate ramp in Glebe Meadow. The Y Zone centre in Brookfield provides youth services to young people in Bishopstoke and Fair Oak. A mountain bike track is operated by a community group with permission of the Forestry Commission in Stoke Park Woods. The Forestry Commission has provided play equipment for use by local children in Stoke Park Woods.

There is no public leisure centre in Bishopstoke. Many residents use facilities at The Hub on Bishopstoke Road and leisure facilities in Eastleigh. Bishopstoke Park has a private gym and small pool for its residents and offers membership that older local residents can choose to purchase. A small billiards club operates on Church Road in a former C19 Reading Room.

Bishopstoke Social Club (formerly Bishopstoke Working Mens' club) has been operating for over 100 years and is located on Spring Lane in the Riverside area.

Societies and clubs operating in Bishopstoke include Brownies, Girl Guides, Scouts, Bishopstoke Players and Bishopstoke History Society.

An annual carnival takes place with activities throughout the village.

There is a cemetery in the village, managed by the Parish Council. An extension to the cemetery is underway.

Two allotment sites are managed by the Parish Council at Manor Farm and Jockey Lane. Two further sites are being developed at The Chase and Bow Lake Gardens.

CONSULTATION



Over the course of the plan, discussions took place with service providers – health, highways, education, transport and infrastructure officers over key infrastructure needed for the future of Bishopstoke and in particular in light of the significant planning applications submitted in neighbouring parishes which will have an impact on Bishopstoke.

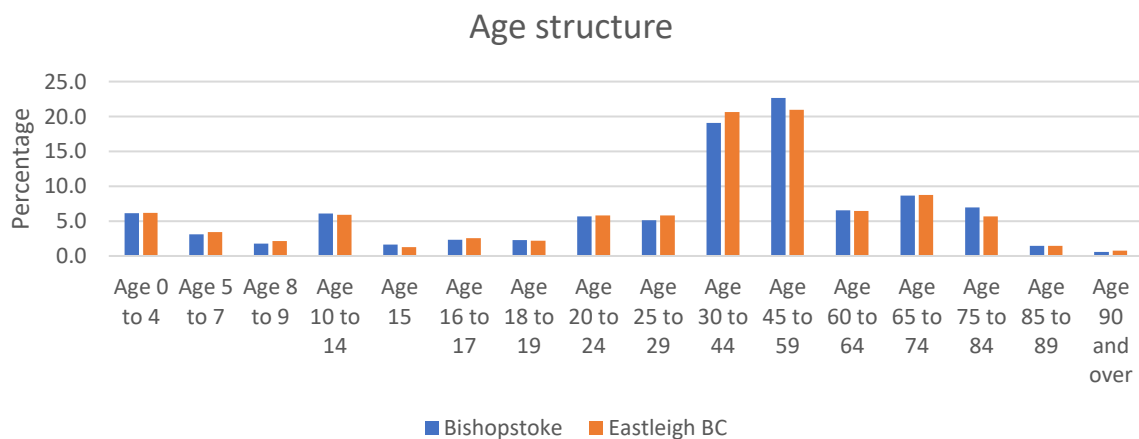
Area:	591.53 hectares
Population:	9,974 (2011 Census)
Population Density:	16.9 persons per hectare
Households:	4,199

ONS Census data 2011

Population

- Bishopstoke falls within the local authority of Eastleigh Borough Council (EBC). The overall population size of the parish, according to the 2011 census was 9,974, or 7.97% of the whole local authority, living in 4,199 dwellings. The population of EBC was recorded in the 2011 census was 125,199 representing a 7.21% increase since the 2001 census.
- The Office of National Statistics estimated the population of Bishopstoke to be 10,102 in 2017⁵.
- The number of households is currently estimated to be 4,199 rising to approx. 4,250 when all developments currently being built are occupied.
- The Objectively Assessed Housing Need (OAN) update for “Partnership for Urban South Hampshire (2016)⁶” notes that the population of Eastleigh increased by 10.9% between 2001 and 2014. It also calculates that between 2011 and 2036, the population will have risen by 24.4%, putting greater pressures on health and care services as well as having implications for housing.
- The first phase of Bishopstoke Park retirement village opened in 2016, phase three is still being built. It has brought older residents to the village, and this may influence the age profile at the next census.

Age



Deprivation

- In terms of deprivation levels, the English Indices of Multiple Deprivation measure relative levels of deprivation in small areas called Lower Layer Super Output Areas (LSOAs). These are small areas of approximately 1500 households which, unlike local government wards are defined geographical areas broadly based on community boundaries and do not change over time.
- In 2019 Eastleigh Borough was ranked 279th from England's 316 districts (where 1 is most deprived), making it one of the 20% least deprived districts in the country.⁷
- There are 8 LSOAs in Bishopstoke. These were ranked between 61st and 4th respectively out of 77 LSOA's in the Borough. Bishopstoke West is recognised as one of the "pockets" of higher deprivation within the Borough, with health deprivation being the main cause of this.

Diversity

- In the 2011 census, 97.2% of people in Bishopstoke Parish said they were either White British or Other White, marginally higher than the District wide profile (94.7%).
- When asked about their religion the majority, 63.4% (6,320 people), identified themselves as being Christian while 28% (2,789) stated that they have no religion.
- The 2011 census showed that 34 households in Bishopstoke Parish did not speak English as their main language.

Gender

49% of Bishopstoke's residents are male and 51% female, again reflective of the statistics for the local authority and England as a whole

Transport

- The 2011 census showed that 646 households (15.6%) did not own a car and subsequently are reliant on other forms of transport such as public transport services. In total at least 6,005 cars are owned by household's resident in the parish area, with 39.2% of households owning 1 car and 34.1% of households owning two.

.Health

- The health of people in Bishopstoke is generally better than the England average.
- The 2011 Census asked three questions relating to health and the provision of unpaid care. The questions relate to whether people felt their general health was good, whether they looked after or gave help or support to other family members, friends, neighbours, or others, and lastly whether their day-to-day activities were limited because of a health problem or disability.
- The figures show that at the time of the 2011 census the figures for Bishopstoke were very similar to EBC as a whole. It is worth noting that the figures are notably different between the wards of Bishopstoke West and Bishopstoke East. This is a major factor which influences the deprivation levels mentioned above.

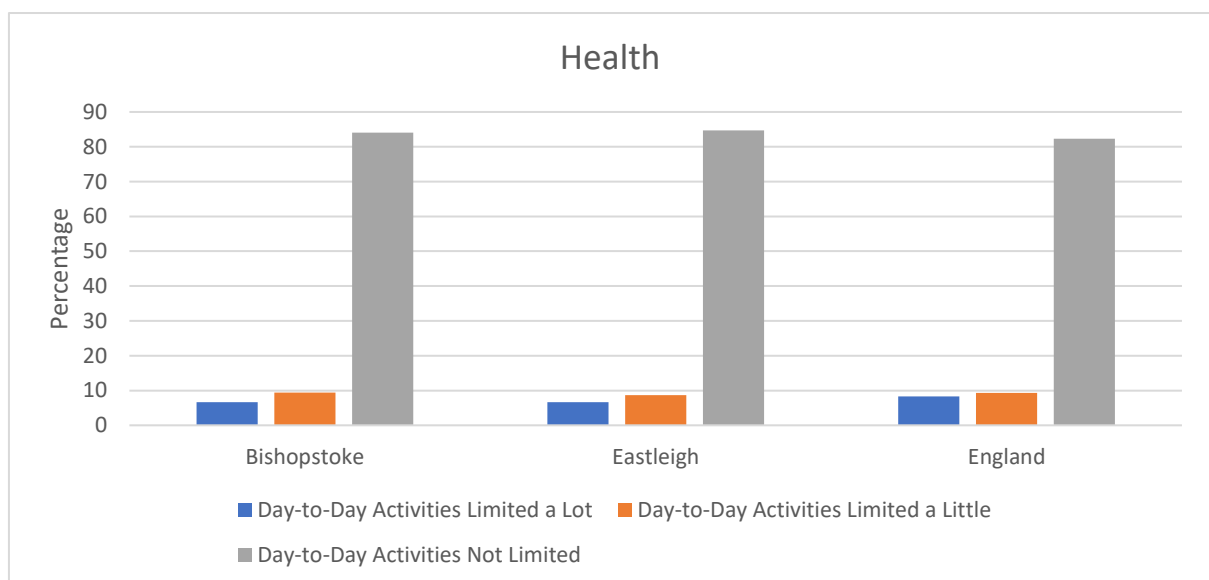
⁷ http://dclgapps.communities.gov.uk/imd/iod_index.html

Provision of Unpaid Care

- The question asked, “Do you look after, or give any help or support to family members, friends, neighbours, or others because of either; a long term physical or mental illness health/disability? Or because of problems related to old age?” (note that the census data does not differentiate between the two reasons offered).
- These figures show that residents of Bishopstoke as a whole provide approx. the same amount of hours care per week as the England average, but more than the Eastleigh average.

Long Term Illness and Disability

- The census asked, “are your day-to-day activities limited a lot due to a health problem or disability which has lasted, or is expected to last, at least 12 months?”



(figures shown in percentage)	Bishopstoke	Eastleigh	England
Day-to-Day Activities Limited a Lot	6.6	6.6	8.31
Day-to-Day Activities Limited a Little	9.4	8.7	9.33
Day-to-Day Activities Not Limited	84.1	84.7	82.36

Monitoring the Plan

The Bishopstoke Neighbourhood Plan has been developed to assist with the planning of sustainable growth across the Parish for a period up to 2036.

Bishopstoke Parish Council as the Neighbourhood Plan authority will be responsible for maintaining and periodically revisiting the plan to ensure relevance and to monitor delivery. The Eastleigh Local Plan⁸ has recently been adopted (March 2022) and the inspector has recommended an early review of one year which means that the Neighbourhood Plan is likely to be reviewed within five years of being made.

A formal review process in consultation with the local community and Eastleigh Borough Council should be undertaken as a minimum of every five years, to ensure that the Plan is still current and remains a positive planning tool to deliver sustainable growth.

As the Neighbourhood Plan will form part of the Development Plan for Eastleigh Borough Council, it will be subject to the Borough Council's Local Plan Authority's Monitoring Report (AMR) regime⁹ This report provides many of the monitoring and review mechanisms relevant to the Neighbourhood Plan policies, as they nest within the wider strategic policies of the local plan.

As a result, it is considered that the existing monitoring arrangements for the strategic policies and the detailed policies will be sufficient for most of the Neighbourhood Plan policies.

The Neighbourhood Plan has been prepared to guide development up to 2036. This is in line with the Local Plan for Eastleigh Borough Council; a document which provides the strategic context for the Neighbourhood Plan. It is unlikely that the Neighbourhood Plan will remain current and completely relevant for the entire plan period and may, in whole or in part, require amendment before 2036.

This is particularly relevant since the updating of the National Planning Policy Framework (NPPF) requires local authorities to review and update their local plan every five years, and in Eastleigh's case this first review will be undertaken considerably earlier.

In all cases, the Parish Council and its partners should consider undertaking a partial review of the Neighbourhood Plan in five to six years after adoption of the plan, in line with the Local Plan Review with a full review no later than 2028.

In order to determine when a review is necessary, the Parish Council will monitor development in Bishopstoke along with the local and national policy and legislative context. It may be that this policy is reviewed at other times because of changes to relevant local policies, national policies and legislation.

It is accepted that the Bishopstoke Neighbourhood Plan will require review during its life. It must be remembered that the overall objective of the plan is to assist and support future development not to debar it.

⁸ [Eastleigh Local Plan](#)

⁹ [EBC Annual Monitoring Report](#)

Local Infrastructure and Growth

The Eastleigh Borough Local Plan 2016-2036 was first submitted to the Secretary of State, for Examination, on 31 October 2018 and was the subject of examination hearings from November 2019 to January 2020. The Inspector requested significant changes to the Local Plan, and the Main Modifications were consulted on in June 2021.

In March 2022, the Council received the Inspectors Final Report on the Local Plan. The Inspector concluded that with the recommended final main modifications, the Eastleigh Borough Local Plan 2016-2036 is sound and meets all the legal requirements. With the delivery of the Inspector's final report to the Council, the Examination of the Eastleigh Local Plan is now officially closed, and the Plan was adopted at full Council on 25th April 2022.

The main modifications deleted a site that had previously been included in Bishopstoke as a strategic growth option together with the associated infrastructure requirements including a new link road. This site had previously formed a fundamental part of the Council's proposed housing strategy. The Inspectors comments raised concerns around the suitability of the Site Assessment process with particular regard to the consideration of reasonable alternatives for the Strategic Growth Option and the methodology and conclusions drawn in relation to the various strategic growth options considered.

As a result, there is an identified shortfall of 2,614 housing numbers over the life of the Plan. The Inspector has therefore recommended that in order to remedy this, an early review of the Plan is undertaken, and this is planned to take place within one year of its adoption.

THE NEIGHBOURHOOD PLAN SEEKS TO ADDRESS, AS FAR AS POSSIBLE, THE CHALLENGES THAT FACE THE COMMUNITY OF BISHOPSTOKE. IN SUMMARY THESE CHALLENGES ARE:

- THE RAPID GROWTH OF THE POPULATION THROUGH A SIGNIFICANT NUMBER OF LARGE DEVELOPMENTS IN NEIGHBOURING PARISHES BEING GRANTED PLANNING PERMISSION OVER A SHORT PERIOD OF TIME
- ENSURING THAT THE NEW DEVELOPMENT PROPOSED FOR BISHOPSTOKE DELIVERS WHAT THE COMMUNITY NEEDS AND WANTS TO SEE
- MAKING SURE THAT THE RURAL ENVIRONMENT AROUND BISHOPSTOKE IS RETAINED
- CREATING ECONOMIC VIABILITY WITHIN BISHOPSTOKE
- ENSURING THAT THE INCREASE IN TRAFFIC CREATED THROUGH ADDITIONAL DEVELOPMENT IN NEIGHBOURING PARISHES DOES NOT HAVE A DETRIMENTAL IMPACT ON THE COMMUNITY

Vision for Bishopstoke

In 2036 Bishopstoke is a thriving sustainable community with areas of natural beauty whose rural character has been maintained and enhanced. It is a place where the existing network of footpaths and local walks has been dramatically extended and connects existing and new community centres. There are excellent public services across healthcare, education and leisure. Pollution and congestion levels are low.

Bishopstoke's economy is thriving with a number of small businesses, some which are run from home. Residents commuting to other areas can do so without driving.

Pedestrians and cyclists feel safe wherever they go in Bishopstoke, using an extensive network of foot and cycle paths throughout the entire area. They are also able to travel to neighbouring areas without having to travel on busy roads. Community buildings and local shops form local centres in the village and are reachable by all residents without needing to make a car journey. Schools in particular are reachable in safety by both pedestrians and cyclists.

Development has been sympathetic to the village's character and natural environment. Mixed housing has allowed all strands of society to live here and enjoy the area. New residents to Bishopstoke have become part of the existing community. Access has been enhanced to the areas of natural beauty enabling residents to benefit from connecting to nature.

All local centres have been connected, to foster and encourage the strong sense of community that has always existed here.

The Conservation Area, River Itchen and woodlands have been protected as treasured local resources. Woodlands have been protected from harm by substantial buffers which have allowed the natural environment to thrive. Biodiverse habitats interconnect with hedgerows and green spaces. Bishopstoke is widely recognised as having an outstanding natural environment.



Objectives for Bishopstoke

Housing and design

- To ensure new housing is designed to respect the heritage of the existing village and that new residents are integrated into the community.
- To ensure that quality and landscaping is not compromised whatever the development.
- To ensure the housing mix of any new development enables residents to continue to live in the parish, whether young or old, as their needs change.

Environment and Heritage

- To protect the village's natural habitats and biodiversity.
- To enable all residents to enjoy enhanced access to all habitats in the village.
- To create and preserve local green spaces of the parish of Bishopstoke for the future.
- To respect and conserve historic assets of the parish.

Economy and Business

- To support appropriate business development to build a strong economy with local employment that benefits all residents.

Traffic and Movement

- To consider the future of transport when planning.
- To prioritise the safety, health and wellbeing of residents when planning transport and to reduce dependence on private car use.

Health & Wellbeing

- To ensure residents' health and wellbeing are considered when planning new developments.

APPROACH TO SUSTAINABLE DEVELOPMENT

Bishopstoke is designated in the Eastleigh Borough Local Plan as a Level 3 Settlement. As such, staged development within Bishopstoke will be supported, not least as this will help the settlement to continue to provide for the services and facilities required by a growing community.

In addition to the objectives set out above, the plan and its policies have also been developed with the following principles in mind. It is recommended that developers and applicants consider, where relevant, the following overarching principles of development when preparing and submitting planning applications within the parish.

- a. Early consultation with the Parish Council and other community organisations is highly recommended, especially where the scheme is for more than a single dwelling, is on a green field site or involves the use of a previously developed site. The Parish Council also wish to be informed about development in neighbouring areas outside the Plan area, which may have an impact on residents in the Parish
- b. In principle, applications which support the ongoing activities of social housing providers will be supported and encouraged, and applications should consider these opportunities at an early stage of preparing their planning application
- c. In considering the development or redevelopment of sites, applicants should be mindful to not overdevelop a site, including a scale or density of development which would be incongruous with its immediate neighbours or failing to preserve local amenities
- d. Contributions for open spaces, highways and transportation, social housing and other community facilities should be spent within Bishopstoke, unless demonstrated there are no viable options to do so, or compelling evidence demonstrates that a significant number of Bishopstoke residents will benefit.
- e. Planning applications which accord with the policies in the plan will be supported unless other material considerations indicate otherwise. Planning permission will also be supported where relevant policies in the Neighbourhood Development Plan are out of date or silent unless:
 - Other relevant policies in the Development Plans for Eastleigh indicate otherwise
 - Or any adverse impacts of the proposal would significantly and demonstrably outweigh its benefits when assessed against the policies in the National Planning Policy Framework taken as a whole
 - Or specific policies in the Framework or other material considerations indicate that development should be restricted
- f. Bishopstoke Parish Council will take a positive approach to its consideration of development. The Council and the local planning authorities will seek to work with applicants and other stakeholders to encourage the formulation of development proposals that can be approved
- g. The policy incorporates the key principle from the NPPF into this Plan. Where planning applications are to be considered against the policies of this plan then this policy will underpin the approach the council and local planning authorities will adopt in delivering sustainable development in the parish.

POLICIES

This section provides the planning policies which have been written to explain how development in Bishopstoke should be approached, designed and built, in order to support the objectives identified by the community.

There are 13 policies addressing five topic areas. These are:

housing and design
environment and heritage
traffic and movement
economy
health and wellbeing

Each of the five policy sections are introduced by an explanation to the background for that particular issue as it relates to Bishopstoke. It then sets out the local context and circumstances in which the policy area has been approached. This includes the problems, issues, concerns, objectives and aspirations of the local community.

Each of the 12 individual policies then has two parts:

the policy itself, which provides the wording which should be understood and followed by developers when proposing new development, and by the local planning authority when considering proposals

a reasoned justification to provide an understanding of the reasons behind the policy, the background of the particular issue that the policy seeks to address, more detail on the outcome(s) that the policy is intended to achieve, and how the policy is expected to be implemented

Not all of the policies will be relevant to every type of development, but anyone proposing development in Bishopstoke will be expected to ensure that they consider and address the policies that are relevant to their proposals; so that the plan is implemented successfully to achieve the local community's objectives.

Plan Matrix

Topic Area	Policy	Housing & Design	Environment & Heritage	Traffic & Movement	Economy	Health & Wellbeing
Housing & Design	BS1 High Quality Design	✓				
	BS2 Parking	✓	✓	✓	✓	
	BS3 Landscaping and Biodiversity Within Developments	✓	✓			✓
	BS4 Housing Mix	✓				✓
	BS5 Street furniture in developments	✓		✓		✓
Environment & Heritage	BS6: Maintenance of environment and heritage		✓			✓
	BS7: Maintenance of the Conservation Area & other important features		✓			
	BS8 Protection of Local Green Spaces		✓			✓
	BS9 - Protection of distinctive views		✓			✓
	BS10: Green Corridors		✓			✓
Traffic & Movement	BS11: Movement Routes			✓	✓	✓
Economy	BS12 Supporting the local economy				✓	✓
Health & Wellbeing	BS13 Noise and tranquillity	✓				✓

Housing



Eastleigh Borough Council is required to meet in full its assessed housing needs.

The overall housing need in Eastleigh is informed by the most recent Assessment of Affordable Housing and Other Housing Types 2017. The overall Objectively Assessed Need (OAN) for Eastleigh Borough has been established as being 14,500 dwellings over the plan period 2011-2036. This corresponds to an OAN of 580 dwellings per annum over the period. The figure of 580 was established in the most recent PUSH (Partnership for Urban South Hampshire) SHMA¹⁰.

Housing Development Site Assessment Methodology and Criteria

The BNPSG understood the importance of attempting to identify a site to deliver homes needed by the community.

The first stage was to determine the availability of sites within the wider Parish. There were several existing SHLA sites that had been previously identified by Eastleigh District Council as part of the Local Plan process. The Steering Group put out a Call for Sites asking for further sites to be notified to the Working Group however, no additional potential sites were identified as a result. In light of this, the Steering Group identified 7 potential sites from the SLAA and from local knowledge to be assessed for possible inclusion within the plan. Upon further investigation, all of these sites were rejected as they were so small as to be considered infill sites (Appendix XX).

Any further sites that become available will be considered when the Neighbourhood Plan is formally reviewed and updated.

¹⁰ Objectively Assessed housing Needs Update – Partnership for Urban South Hampshire, GL Hearn April 2016 paragraph 6.44

As a result of the above, the Neighbourhood Plan Steering Committee, in consultation with the community, has considered it appropriate not to identify any additional sites in the Neighbourhood Plan, rather it has identified generic policies which will apply to all proposed new development in the Plan area.

Considerations:

Bishopstoke is subject to strategic development amounting to 240 new homes. Because of this, the community expressed a preference for any further development to take place on much smaller sites rather than contributing to the urban spread which the development of strategic sites will bring. In addition, there is a preference for sites located within the village itself to help create a cohesive community.

There is also an identified need in Bishopstoke for affordable housing, both for sale and for rent and this is a key factor in the assessment of sites. Over the past ten years, Eastleigh Borough council has consistently diluted the requirement for affordable housing and has frequently allowed this quota to be offset elsewhere in the Borough, rather than on site. The intention for Bishopstoke is to deliver a high proportion of affordable homes and within the parish.

Policies

Development:

The aim of the policies in this section is to ensure that infrastructure is delivered to ensure development enhances what makes Bishopstoke a great place to live, is sensitive to the character of its surroundings and contributes towards meeting the housing needs of all sections of the community.

The large development at the Mount which was granted planning permission for 217 dwellings is considerable, as the population of the village until this point was in the region of 10,000. It is therefore considered that this scale of development is likely to adequately address the requirements of Bishopstoke to support growth as a sizeable settlement and to provide adequate capacity for incoming residents. It is also considered that this level of development more than meets the Bishopstoke share of the 732 dwellings portioned between areas with smaller greenfield sites¹¹.

This development is near completion with only a further 4 homes to be delivered (Nov 21). The incoming population has been integrated fully into the local community; however, it has added strain to the local infrastructure. Therefore, any further development should be sustainable and be relatively limited in scale.

Bishopstoke's growth over the Plan period will be informed by a number of key principles and issues. It should provide for its own changing housing, employment and service needs.

The general approach in the Bishopstoke Neighbourhood Plan is that growth will be focused within the settlement boundary on small scale infill sites and on new site allocations within the Eastleigh Local Plan. Growth must occur only at a rate that allows proper development of the required infrastructure and full integration of the new residents into the local community. Developments that provide new or enhanced community benefits will be favoured. The area outside the settlement boundary and these allocations are defined as countryside, where development proposals must be for appropriate countryside activities.

¹¹ [EBC Local Plan Strategic Policy S3 1.C](#)

Policy BS1 High Quality Design

Where residential development is permitted, the following design criteria are to be met:

- a. It demonstrates high quality design that is in keeping with the scale of buildings and layout in the area. Any new development should respect the character and appearance of the local vernacular, especially in the Bishopstoke Conservation Area (identified on Proposals map xxxx)
- b. Any affordable housing is interspersed throughout the development.
- c. It complements the existing external materials in Bishopstoke.
- d. It provides variety in house design and elevation treatment including roof height and pitch.
- e. It provides high quality boundary treatment.
- f. It provides adequate storage for bins and recycling.
- g. It does not result in an unacceptable loss of amenity for neighbouring uses through loss of privacy, loss of light or visual intrusion.
- h. The width of roads in all new developments will be no less than 5.5 metres or parking on residential roads should not be permitted to allow for emergency vehicles safe and clear passage.
- i. Development proposals must include a traffic flow plan with proposals, explaining ingress and egress of vehicles, including commercial traffic.
- j. It provides for each dwelling, unless otherwise fully justified, a minimum of 25 square meters of garden space per bedroom.
- k. Development should be congruent with Bishopstoke Parish Council's stated ambition for the village to be climate neutral by 2030.

Policy BS1 Reasoned Justification

1. In line with the Local Plan, and for the reason outlined above this Neighbourhood Plan does not allocate further sites for housing development within Bishopstoke. Any new housing development should be restricted to infill development within the settlement boundary of Bishopstoke.
2. Two particular issues of concern to the community are the quality of design of new housing, and a need for a greater mix of housing particularly smaller properties to meet the needs of first-time buyers and older people.
3. It is not just the types and size of new housing and other development that are important, but the way that all new development, regardless of type, is designed and contributes to the places where we live and work. Garden and amenity space size is a key issue for local residents.
4. Consultation has shown that the community are very proud of the area within which they live and the houses that they live in. National and local planning policy states that design is an important component of delivering sustainable development and helps to create a sense of identity for communities. Bishopstoke Neighbourhood Plan Steering Group (BNPSG) have prepared a design guide for the entire parish that should help ensure that designs respond to the local characteristics of the site.
5. Consultation has shown that the community are very keen for any new development to integrate into the Bishopstoke community and not feel separated from established areas.
6. This policy should not preclude good, innovative design at any point within Bishopstoke, however, it is important that any buildings respond to the surrounding landscape or village buildings that create Bishopstoke's character in an appropriate and cohesive way (e.g., the streets, gardens and open spaces)

7. The aim of this policy, therefore, is to ensure that housing development:
 - I. respects the character of the area and existing street scene in the vicinity of the site in particular with regard to building heights, external materials and elevation detailing
 - II. is of high quality with a varied and interesting appearance
 - III. Provides adequate storage for bins and recycling
 - IV. Provides high quality boundary treatment
8. Bishopstoke Parish Council declared a climate change and environmental emergency in 2019¹² and aims for the parish to achieve zero carbon by 2030.

Policy BS2 Parking

All new residential and non-residential developments should be designed to minimise the impact of traffic and parking on the community.

Traffic generation and parking should not adversely affect road and pedestrian safety. The design and layout should prioritise safety for all modes of transport, especially for walking and cycling.

It should provide good pedestrian and cycle connections to facilities in Bishopstoke, surrounding settlements and the countryside.

The minimum standards for off-street car parking are:

- | | |
|---------------------------------|----------------------|
| a) One-bedroom properties | 1 car parking space |
| b) Two/Three-bedroom properties | 3 car parking spaces |
| c) Four-bedroom properties | 4 car parking spaces |

On housing developments of 10 or more dwellings, allocated visitor parking should be provided on site to an additional 20% of the figure calculated for the development based on the minimum car parking standards.

All dwellings should have access to at least one electric vehicle charging points, at a suitable location.

Policy BS2 Justification

9. The community has expressed concern about the amount of on-road parking in residential areas and how it impedes the normal flow of traffic causing drivers to take risks and on occasions, impedes emergency vehicles.
10. During the Community consultation, many people commented about the problems of on-street parking on local roads and on new developments nearby. Policy BS2 therefore requires designers of new major developments to ensure that there are sufficient numbers of off-road parking areas not only for residents but also to accommodate visitors' cars and the growing number of delivery and service vehicles.
11. The Stoke Park Woods attracts many visitors from surrounding area, most of whom drive to the adjoining vicinity before enjoying the many offerings. This causes an increase in the number of vehicles seeking parking, which in turn can cause issues for local residents, if they are relying on on-street parking or communal unallocated parking Policy BS2 provides a context against which proposals for new residential developments will be assessed. It sets out minimum car parking standards. It also requires a premium for visitor car parking for any larger developments that

¹² [Bishopstoke Parish Council Minutes July 2019](#)

may come forward within the Plan period. The policy has been designed to ensure that new development does not add to the current levels of on-street, car parking.

12. Residential schemes that provide parking spaces above the minimum standards will be particularly supported where they maintain appropriate standards of layout and design for the wider development. Plainly car parking should sit comfortably within the attractive setting of the village. The policy addresses this matter. Unsympathetic car parking arrangements or solutions (such as multi-storey car parks or parking areas with intrusive lighting) will not be supported.
13. Bishopstoke has a daily influx of workers travelling into the parish daily as well as people wanting to commute from Eastleigh train station but avoid parking charges. Both these issues exacerbate parking issues for residents.
14. The government is banning the production of fossil-fuel run cars by 2035 at the latest. Therefore, many households will need facilities to charge their electric vehicles.

Policy BS3 Landscaping and Biodiversity Within Developments

Where development is permitted, the following standards must be met:

- a. New development should reflect the character of Bishopstoke and take account of its semi-rural setting.
- b. Boundary trees and hedgerows, other than those requiring removal for site access will be retained and where possible increased.
- c. Where mitigation of tree removal is required, replacements will be native species of similar final expected size to the tree being removed. All replacement trees should include a funded 10-year care plan and any trees that do not establish should be replaced with a new funded care plan put in place.
- d. In line with policy BS10, fragmentation of wildlife habitats should be avoided, including sites of ancient natural woodland.
- e. Development proposals will retain and enhance existing on-site biodiversity assets delivering 'net gain' in line with the Borough Council's Local Plan¹³, and provide for wildlife needs on site;
- f. Development proposals should include measures for preserving existing wildlife corridors, creating hedgehog gaps and siting of bird boxes.
- g. Native broadleaved trees should be used as default to provide maximum benefit to climate and wildlife.
- h. For all new developments, developers must provide a planting scheme. A plan should be submitted describing upkeep and maintenance, including how it will be funded. If the planting fails within 10 years, replacement will be required with an appropriate care plan.
- i. Where applicable, detailed applications should therefore be accompanied by a landscaping scheme outlining existing and proposed replacement species and planting details.
- j. Where relevant, hydrological assessments should be completed to specifically ensure that run-off does not impact the River Itchen SSSI and SAC. Where sustainable drainage systems (SUDS) are required, post construction validation testing/assessment must be carried out to demonstrate an acceptable performance.
- k. post construction validation testing/assessment should be conducted to the written satisfaction of the Local Planning Authority.

¹³ [EBC Local Plan Policy DM11 1.b](#)

Policy BS3 Reasoned justification

15. All hedgerows surrounding proposed development sites should be retained in situ wherever possible. In certain circumstances, it is understood that some hedgerow realignment may be necessary in order to ensure safe and suitable access. However, in such cases there will be an expectation that any hedgerow lost is replanted with a native species mix to promote local biodiversity and also that new or realigned hedgerows are reintegrated into any existing adjacent hedgerows. Hedgerows provide important habitats for many species of flora and fauna and are important to biodiversity.
16. The protection and suitable replacement or enhancement of road fronting hedgerows may also be secured via a planning condition on any grant of planning permission.
17. Some local recent developments have SUDS that appear to be ineffective, resulting in run-off contaminating woodland and river habitats. These include the development at Fair Oak, Crow Hill, and the Chase where local witnesses watched water flowing directly into a tributary rather than the drainage.
18. Through Policy BS3, this Neighbourhood Plan seeks to improve the hydrological assessment of new development sites. ***Policy BP (i) & 17/18 may become another policy***
19. Broadleaf trees are native to the areas, as can be seen by the stock in neighbouring woodland. Broadleaf trees provide a first-rate level of coverage for local wildlife.

NEED MORE EVIDENCE

Policy BS4 Housing Mix

- a. All housing proposals of five or more units will be expected to deliver at least 40% of these units as one- or two-bed properties.
- b. To reflect the need for a mix of one and two-bed properties, all schemes which are required, by virtue of their size, to deliver at least five one- and two-bed properties should provide a minimum of 40% of these units as one-bed properties
- c. Development is expected to meet higher national access standards as set out in Part M of the building regulations for new build residential development or future equivalent
- d. An alternative dwelling mix will only be permitted where new evidence is brought forward which clearly demonstrates the need for a different mix.
- e. 40% Affordable housing delivery will be expected to be on-site unless there is compelling evidence to demonstrate this is not possible.
- f. Any offsetting of affordable housing or off-site developer contributions must remain within Bishopstoke parish.

Policy BS4 Reasoned Justification

20. The evidence from the Bishopstoke survey and engagement events was that the community considers that need is greatest for smaller properties in Bishopstoke¹⁴. This is also supported by the Hampshire Home Choice Annual Report 2022 55% of households on the Hampshire Home Choice scheme in Eastleigh were in need of a 1-bed home and 23% in need of a 2-bed home. In April 2022, there were up to 2,193 households on the Housing Register that wish to live in Eastleigh Borough but have little prospect of securing a social rented or equivalent property¹⁵.
21. The Local plan identifies the largest need for affordable housing is for 2- and 3-bedroom houses, for market housing it is primarily 3 bedroom houses¹⁶.
22. There is a common trend with, in particular, first-time buyers struggling to access housing at current property prices. In the twelve months to July 2022, the average price of a semi-detached house in the Bishopstoke postcode area was £323,938¹⁷. Flats were significantly cheaper (£192,600) but the stock of these is low in Bishopstoke and, as a general trend across the national housing market, such dwellings are relatively less attractive to housebuilders in non-urban locations when compared to semi-detached or detached houses. The median income for Eastleigh in 2021 was £546.40/wk or £28,412.80/yr¹⁸. The loan-to-income ratio which most mortgage companies are prepared to agree, on average ranges from 3-4 time a salary. If an average of 3.5 is used, a mortgage of £99,444 would be possible. Allowing for a 10% deposit (£9,944), for the cheapest property type (flat), this still leaves a considerable shortfall of over £83,000.
23. One aspect of the difficulty for first-time buyers in accessing housing in Bishopstoke raised by the community is the limited number of small properties when compared to demand. In particular, the limited number of one- and two-bed properties suggests that the supply of such properties within the Bishopstoke Parish needs to be increased.
24. Equally, the analysis of population change in Bishopstoke shows that over the period 2001 to 2011, whilst there has been a small decrease in population size (-1.3%), there has been a growth in people of or approaching retirement age (+20%)¹⁹. In addition, the census data from 2021 shows an increase of 2.4% of people aged 60 or over in the Eastleigh area. For a lot of these people, the Neighbourhood Plan engagement process has shown that they would like to downsize from large properties to smaller ones that are more easily manageable. This also serves to free up existing family housing which many older people, wishing to stay living in their community but lacking a choice of appropriate smaller properties, feel compelled to stay in at present.
25. The Local Plan states that since 2011, 47% of market dwellings and 69% of affordable dwellings built were either two bedroom or less²⁰.

¹⁴ [Community Engagement 2018](#)

¹⁵ [Hampshire Home Choice Annual Report 2022](#)

¹⁶ EBC Local Plan 5.120

¹⁷ [Zoopla property value data July 2022](#)

¹⁸ [ONS Earnings & hours worked, by local authority: ASHE Table 8.1. Provisional 2021 Edition](#)

¹⁹ ONS demographic data 2001

²⁰ [EBC Local Plan 2016-2036 2.9](#)

26. However, this has not addressed the issue in Bishopstoke as previous developments required to deliver affordable housing have done so in the Borough and not in Bishopstoke. The affordable housing which should have been delivered in Bishopstoke Park, was allocated to Doncaster Rd, Chestnut Avenue and South Street Development and the allocation for Church Road was redirected to the station.
27. It is clear from community engagement that there is a need for supply of more one- and two-bed properties in Bishopstoke. To achieve this, all developments should provide at least 20% of dwellings as one- or two-bed properties. There should also be a mix of one- and two-bed properties (market and affordable) so where a scheme is of sufficient size to require at least five one or two-bed properties, then at least 40% of these should be one-bed properties.

Number of new dwellings being constructed	Percentage of one-two bedroom properties	Percentage of one bedroom properties
6+ units	20%	
25+ units	20%	40%

- I. For a small scheme of 5 units, 2 of these would be one- or two-bed and the applicant could provide these either as solely one- or two-bed properties, or as a mix of one- and two-bed properties, i.e. one of each size.
- II. For a large scheme of 25 units, the requirement would be to provide 5 one- or two-bed properties, therefore at least 2 of these would have to be one-bed properties.

Policy BS5 Street furniture in developments

Within new developments, consideration needs to be given to the public realm, which should be of a high quality to ensure that street furniture enhances the environment and provides quality spaces and safety of users. Developers will be required to demonstrate design solutions that:

- a. promote a safe environment for pedestrians and cyclists and mitigate against the impact of traffic within residential streets.
- b. provide suitable street furniture, including seating, tree planting and public bins where appropriate.
- c. consider all users and their needs-e.g. those with mobility issues.

Schemes will be expected, where possible, to provide the following:

- d. Hard and soft spaces that are suitable for community use
- e. Allow for temporary use of the streets as social places e.g., play streets initiative²¹
- f. Street furniture should be in keeping with the existing
- g. Use of street furniture and road signage should be minimised

²¹ [Playing Out](#)

Policy BS5 Reasoned justification

28. In any new development it is not just the houses themselves that contribute towards the sense of place it is the infrastructure surrounding the new development that adds the “finishing touches” which contribute towards the sense of belonging and place which all developments should deliver
29. Along with “green links” (identified in policy BS10) new developments will require a public realm infrastructure. This should be secured through a S.106 agreement where appropriate, in order to ensure the highest quality of street design is provided for these new residents.
30. Public realm infrastructure should be of very high quality and ensure that all new development and enhancement to existing areas should achieve the highest reasonable excellence in public realm provision in terms of quality of spaces and safety of users
31. Every opportunity must be sought to ensure the most robust materials are used during construction to ensure longevity and quality of place.
32. The pedestrian experience should also be enhanced, and the impact of traffic minimised where possible through public realm works and street tree planting as well as safe pedestrian crossings. This will be achieved by improving the quality and durability of surfaces and introducing attractive seating areas, street trees and spaces which are accessible to all users.
33. The outcome of this policy is to make developments within the parish look more attractive and create spaces that people want to visit and spend time in.
34. Every opportunity must be sought to ensure the highest quality and most robust materials are used during construction to ensure longevity and quality of place. The policy should also focus on making the parish look more attractive and create spaces that people want to visit and spend time in. This will be achieved by improving the quality and durability of surfaces and introducing attractive seating areas, street trees and spaces which are accessible to all users. The pedestrian experience should be enhanced and the impact of traffic minimised where possible through public realm works, de-cluttering, street tree planting and improved pedestrian crossings.

Policy Section 2 (Environment and Heritage)

Policy BS6: Maintenance of Environment and Heritage

- a. Developments which conserve and/or enhance heritage assets and their settings will be supported, subject to it meeting other development plan policies.
- b. These assets include nationally designated listed buildings, archaeological remains, the conservation area and locally important heritage and archaeological assets as shown on proposals map xxx.
- c. New development in or adjacent to the Conservation Area and near important features shown on proposals map xxx must take account of the historic fabric of the area and should preserve or enhance the character or appearance of the Conservation Area
- d. A statement must be provided in support of all development proposals within or adjacent to designated heritage assets outlining the significance of any heritage assets affected and any adverse impacts that the development may have on them.
- e. It must also include any proposed mitigation measures, as well as how the proposed development will contribute to the character and setting of the relevant heritage asset(s).

Policy BS6 Reasoned Justification

- 35. The PPG²² states that “Local lists incorporated into Local Plans can be a positive way for the local planning authority to identify non-designated heritage assets against consistent criteria so as to improve the predictability of the potential for sustainable development”.
- 36. Historic England²³ advises that communities can play a key role as a Neighbourhood Plan may indicate buildings and sites which merit inclusion on the local list.
- 37. The historic core of the village, which constitutes much of the conservation area, is part of a primarily residential development separated from Eastleigh by the Itchen Valley. The River Itchen and Itchen Navigation canal both run through it.
- 38. Both the mill and the church are mentioned in the Domesday Book and Bishopstoke retains heritage features reflecting its role as an agricultural community. Village “feel”, and quality of life are highly valued, and there is a strong desire to retain the distinctive identity of the Parish of Bishopstoke.
- 39. The parish contains a number of listed structures – some dating back to the 17th century. In addition a number of locally non-designated heritage features have been identified in appendix xx (SG to identify sites – to include gravestones in St Mary’s churchyard)
- 40. The list of schedule iii – potential non-statutory heritage assets are shown on Proposals Map xxx
- 41. A Conservation Area Appraisal and Management Plan²⁴ was adopted by Eastleigh Borough Council in 2011. This sets out a character appraisal of the conservation area and guidance on enhancing its character in line with English Heritage framework for the sustainable management of the historic environment²⁵.

²² National Planning Policy Guidance ref.18a-041-20140306

²³ Local Heritage Listing Historic England Advice Note 7

²⁴ Eastleigh Borough Council Conservation Area Character Appraisal 2011

²⁵ Conservation Principles: Policies and Guidance. English Heritage Apr 2008 p7 para 3

Policy BS7: Maintenance of the Conservation Area and other important features

- a. New development in or adjacent to the Conservation Area or important features shown on proposals map xxx must take account of the local vernacular and should preserve or enhance their character or appearance.
- b. A statement must be provided in support of all development proposals within or adjacent to the Conservation Area or important features shown on proposals map xxx. Such statements should outline their significance and any adverse impacts that the development may have on this. It must also include any proposed mitigation measures, as well as how the proposed development will contribute to the character and setting of the relevant area or feature.

Policy BS7 Reasoned Justification

42. The Bishopstoke Conservation Area Character Appraisal was last published in 2011. Clearly, there has been some change in Bishopstoke since then, however the appraisal is still considered current and development proposals should make reference to the 2011 Appraisal.
43. A heritage statement should set out details of the history and development of the asset, using photographic, map, archival and fabric evidence. It should be accompanied by a photographic record, showing the site context and spaces and features which might be affected by the proposal.
44. Most importantly, it should include an assessment of the archaeological, architectural, historical or other significance of the asset and of the impact of the proposed works on the asset.
45. Statutory bodies and developers, in undertaking improvements within the Conservation Area, should be mindful of the historic status of the area, and should use historically appropriate materials that will enhance the look and feel of the Conservation Area.
46. EBC Local Plan strategic policy S8 identified the significance of the conservation area and completed a appraisal and management proposal for the Bishopstoke area in 2011²⁶.
47. Proposals map xxx identifies the conservation area within Bishopstoke.

Policy BS8 Protection of Local Green Spaces

Development that results in the loss of local green spaces identified below and on map xx, or results in adversely affecting their character, setting, accessibility, appearance, general quality or amenity value will not be supported:

- a. Land around the Mount site (or Mount Pleasant)– woodland and river area beyond the Mount.
- b. Breach Sling Copse
- c. The “Lloyd” or Stoke Common Copse - woodland on edge of River Itchen with footpath referred to in C above.
- d. “The Planey” Woodland between Edward Ave and Dartington Road, known locally as “the Planey” and owned by Eastleigh Borough Council) has long-established access as a Public Footpath. It would be desirable to formalise its status as it is a linking footpath.
- e. End of Savile Road (Dartington Road Estate) has a green area with a path and a mound with excellent surrounding views
- f. Old St Mary’s Church, area by Bishopstoke House.

²⁶ [Bishopstoke Conservation area appraisal and management proposals 2011](#)

The following play/recreation areas are also considered of importance for recreational purposes:

- Church Road, near Stoke Common Road
- Glebe Meadow
- Sayers Road
- Otter Close
- Templecombe
- Brookfield
- Strawberry Mead
- Brasher Close

Policy BS7 Reasoned Justification

48. EBC identified Bishopstoke (amongst others) as having deficiency in multiple types of open space²⁷
49. EBC also note that many of the open space in Bishopstoke are only of 'fair' quality, and the quality of these sites should be enhanced-in particular Mount Pleasant Recreation Ground²⁸
50. Access to natural green space could make an important contribution to the health and wellbeing of residents. Little can now be done within the already built-up areas of Bishopstoke but additional recreational areas and accessible natural green space such as woods and wildflower meadows could be established on the perimeter of the village. Bishopstoke has Stoke Park Wood, 220 acres of ancient/new woodland two small woods, Breach Sling Copse and Gully/Breach Copse, which lie adjacent to the existing Bishopstoke Parish Boundary.

Legend	Description
I	<i>It must be "in reasonably close proximity to the community it serves"</i>
II	<i>It must not be an "extensive tract of land"</i>
III	<i>It must be "local in character"</i>
IV	<i>It must be "demonstrably special to a local community"</i>

TABLE XXX	
National Planning Policy Framework Conformity	
Area A Land around The Mount	
I	It is marked Area 1 on the proposals map (fig XXX), which backs onto housing.
II	It is approx. 19 acres
III	Former woodland garden for The Mount. Mount estate was purchased by Richard Gilman in 1855, a businessman returned from China." The Reverend Garnier, later Dean Garnier Bishop of Winchester, was a keen plantsman who planted specimen conifers in the area. Specimen trees and plants were also

²⁷ Eastleigh Borough Open Space Needs Assessment 2017 p5 para1.13

²⁸ Eastleigh Borough Open Space Needs Assessment 2017 p56 para4.6

	possibly brought back by Gilman
IV	Following the first phases of Bishopstoke Park retirement village being built, a series of public art features were installed, using developer contributions. These recognise important events in Bishopstoke's history. A series of permissive paths allow Bishopstoke residents to walk through these woodlands. The paths were specified as a planning condition when the Bishopstoke Park retirement village was built.
Area B Breach Sling Copse	
I	It is marked Area 1 on the proposals map (fig XXX) backs onto housing
II	It is approx. 10 acres
III	It is recorded as Ancient Woodland by Natural England
IV	The path was the main route to Brambridge House before Bishopstoke Lane was constructed. It is a popular recreational walk from Bishopstoke to Brambridge/Colden Common.
Area C The Lloyds/Stoke Common Copse	
I	It is marked Area 1 on the proposals map (fig XXX) which backs onto homes on Rose Close and Church Road
II	It is approx. 5.8 acres
III	Mixed, mostly deciduous woodland.
IV	Footpath connecting Bishopstoke with Lordswood and Brambridge. Popular recreational walk, forming part of The Water Vole Way. popular views Eastwards from top of fields (see Policy BS9) and across the River Itchen floodplain at the bottom.
Area D The Planey	
I	It is marked Area 1 on the proposals map (fig XXX) located between 2 housing estates
II	It is approx. 2.68ac
III	mixed deciduous woodland between Edward Ave and Dartington Road Estate with footpath running across
IV	Local children play in the woods and build dens etc. The owners (EBC) have added information boards and benches to the area to improve its amenity value. They are also currently undertaking restoration of the woodland.
Area E End of Saville Road	
I	It is marked Area 1 on the proposals map (fig XXX) surrounding by housing
II	It is approx. 0.46acres

III	A green space with mound and trees
IV	Used by local residents to enjoy the views from the top of the mound and green space used by children to play on
Area F St Marys Churchyard	
I	It is marked Area G on the proposals map (fig XXX) in the middle of built up area
II	Approx. 0.91 acres in size
III	The public green space remains a simple, atmospheric site that both reflects its history and offers sanctuary for the future
IV	Hampshire Gardens Trust quote “The park is used as a cut-through for commuters into Eastleigh and dog walkers going through to the river paths or sports field beyond and has become a significant green space in an area which is being extensively urbanised”

Policy BS9 - Protection of distinctive views – shown on Proposals Map xxx

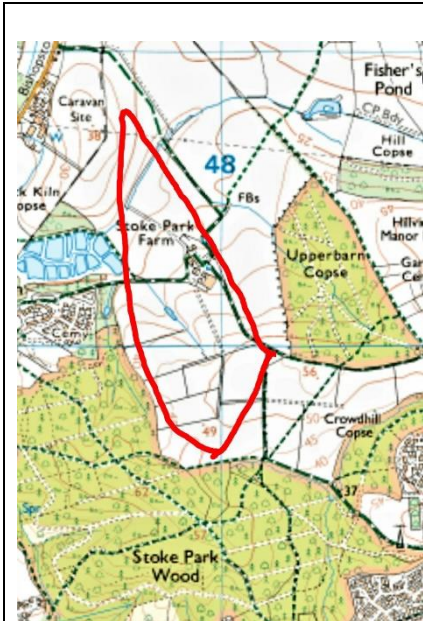
Development should not harm the Neighbourhood Area’s most distinctive views as defined by the shaded areas on fig. XX. These views are identified as:

- a. The view from Black Barn north west towards Colden Common, looking over countryside between Stoke Park Farm and Upper Barn Copse.
- b. The view north from the edge of Stoke Park Wood towards Stoke Park Farm
- c. The view south-east from the bridge over the River Itchen along the footpath leading off Oakbank Road
- d. The view north from beside T-junction of Underwood Road and Fair Oak Road
- e. The view east from the footpath through The Lloyd

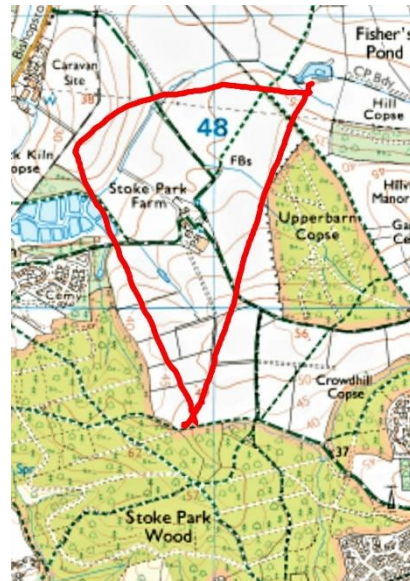
Policy BS9 Reasoned Justification

51. Part of shaping the future of the village will be to ensure that any new development is kept in harmony with the natural arrangements of topography and landform.
52. It will also need to consider the capacity of existing landscape. This will mean that new development will only be supported if it does not restrict the natural skyline and respects the existing contours of the landscape.
53. Views a & b look north, across part of the South Downs National Park (outside the parish boundary), towards Winchester and provide a sense of peace and tranquillity and feels remote from Bishopstoke settlements.

SG please can you give us more reasons?



View A



View B



View A



View B

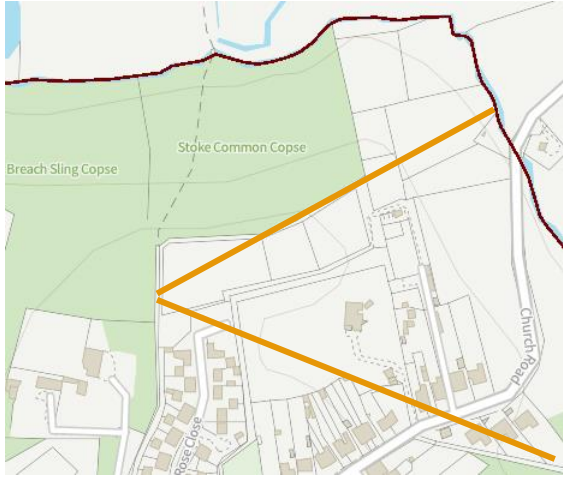


View C



View D

View E



View E



Policy BS10: Green Corridors

Fragmentation of habitats should be avoided. This policy is of particular importance to the following areas, shown on [Map XX](#):

- a) Hedgerows between Stoke Park Woods- Upper Barn Copse-Brick Kiln Copse ([X on Map](#)).
- b) Hedgerows & footpaths Bow Lake Fish farm (grid ref SU 47468 20443) - skirting fish farm and Brick Kiln Copse, wet woodland in floodplain feeding into River Itchen ([X on Map](#)).
- c) Woodland between Edward Ave and Dartington Road Estate (known locally as “the Planey”) ([X on Map](#)).
- d) Hedgerows & footpaths between West Horton Farm and Lake Farm. ([X on Map](#)).

Development proposals affecting these areas should seek to support and enhance their operation as a multifunctional corridor for the movement of wildlife, people and the provision of ecosystem services. Development proposals that assist active travel, or ecological, connections within these corridors will be supported.

Policy BS10 Reasoned Justification

- 54. Green spaces within Bishopstoke are highly valued by the community and also form networks and corridors which perform multiple functions ranging from informal recreation to wildlife havens. The Plan seeks to ensure that future development respects, and where possible enhance the town’s green and blue (rivers, ponds and streams) infrastructure. Studies prove the town has a quality landscape that is highly sensitive to change and irreplaceable.
- 55. Our countryside is fragmented by buildings, roads and railways so it can be difficult for people and wildlife to move through it. Green corridors are corridors that allow people and wildlife to move through the landscape. They are important both in connecting patches of habitat to allow wildlife to find food, homes and mates, and in helping people to access the countryside and to experience wildlife first hand.
- 56. Green infrastructure is the whole network of grasslands, woodlands, hedges, lanes, rivers, ponds, streams that together form a network across the area. Some of these green spaces provide vital stepping stones for wildlife through the centre of the village.
- 57. The network performs multiple functions, including providing opportunities for informal recreation; a haven and routes and corridors for wildlife; a recreation area; and, overall, contributing to the village’s settings; and contributing to residents’ health and well-being.
- 58. Bow Lake is identified in the EBC LP as a priority biodiversity area²⁹.
- 59. Hedgerow (a) is a remnant of ancient woodland and provides a wildlife link between 2 large ancient woodland sites.
- 60. Hedgerow (b) has a good population of grass snakes, newts, dormice and amphibians.
- 61. The wooded green corridor (c) is used by local residents and also provides a safe, green route for wildlife to Stoke Park Wood.

²⁹ [Eastleigh Borough Council Local Plan para 5.74](#)

Policy Section 3: Traffic and Movement

Policy BS11: Movement Routes

- a. Save for householder development and other minor developments, all new developments should ensure safe access to existing cycle and pedestrian routes that, in turn, directly serve the movement routes shown on **Proposal Map XX** and, wherever possible, take available opportunities to improve and extend the footpath and cycle network in order to provide better connectivity throughout the parish.
- b. Movement routes which provide non-vehicular access to natural greenspace-e.g., woodland or fields should be strongly safeguarded. Any opportunity to enhance these will be supported.
- c. Where new developments may severely impact upon movement routes appropriate mitigation measures will be expected.

Policy BS11 Reasoned Justification

- 62. This policy seeks to minimise the need for vehicular travel and create connectivity to neighbouring parishes, towns and other areas.
- 63. New developments should ensure provision of safe, accessible and convenient walking access to local services and facilities and to bus stops for pedestrians, pushchairs, wheelchair and other forms of mobility vehicle users.
- 64. Developers must demonstrate that all access routes, including all highways, should be preserved and protected, unless there is compelling evidence to remove them. In such circumstances these must be reinstalled in the vicinity of the development, prior to the removal of the old movement route, without loss to the community of its character, setting, accessibility, quality, and amenity value.
- 65. The extensive network of public footpaths in the surrounding countryside is well used, as are the multi-user pathway (for pedestrians and cyclists) from Bishopstoke Village to neighbouring parishes and Eastleigh. **The xxx (example: Wayfarers Walk), which is part of the national footpath network, also runs through the Neighbourhood Area. SG (Rob!) are there any national footpaths that run through the parish? I couldn't find any.**
- 66. Over 50% of respondents to the community consultation said they walked or cycled to school or college. This decreases to under 25% for people's choice of transport for work. With Eastleigh centre 3 miles from the centre of Bishopstoke and Eastleigh train station 1.5miles, the opportunity for non-car travel to work is considerable and should be exploited.
- 67. The EBC LP has identified the need to improve and extend the existing foot & cycle links throughout the Borough³⁰.
- 68. The Bishopstoke Neighbourhood Plan aims to preserve Bishopstoke as a very walkable village that enables residents to choose walking as the most popular means of getting about within the village. Whilst it may be necessary in certain circumstances to improve footways or build new ones, the plan does not wish to see the urbanisation of Bishopstoke with over-engineered solutions.

³⁰ [Eastleigh Borough Council Local Plan Strategic](#) policy S12

69. New networks therefore will need to reflect the existing character of the village. Similarly, new residential streets should be designed with a view to facilitate traffic speeds of 20mph or lower and with the overall village character, safety and nature of Bishopstoke in mind.
70. During community engagement, Bishopstoke community identified that residents wished to promote sustainable transport.
71. Connections to local services and facilities in the village using public transport, walking and cycling are essential for integrating new developments into the community. This is an important consideration when assessing how a new development will make a positive contribution to the existing community.
72. EBC Local Plan strategic policy **S11** states:

The Council will work with the highway authorities, Solent Transport, transport operators, funding bodies and developers to minimise transport emissions, pollution and congestion by:

- a. a. ensuring new developments:
 - i. i. encourage walking, cycling and the use of public transport; and
 - ii. ii. minimise congestion and support safety on the highway network; as informed by appropriate transport assessments; and
- b. b. safeguarding the routes and securing the funding to deliver new and improved transport infrastructure.

73. The 2011 census showed that 646 households (15.6%) did not own a car and subsequently are reliant on other forms of transport such as public transport services³¹

Policy Section 4: Economy

Policy BS12 Supporting the local economy

The Neighbourhood Plan supports the retention and protection of existing sites of employment. Future use of such sites for office, light industrial and storage (including classes B8 and E(g) uses) will be encouraged.

New economic development that comprises a micro (less than ten employees) or small business (less than fifty employees) will be encouraged and supported in principle, conditional on appropriate mitigation and design. Any proposal for an employment-generating use will need to demonstrate that:

- a. it will not have an unacceptable adverse impact on residential amenity;
- b. it will not have an unacceptable adverse impact on the transport network;
- c. it can accommodate all parking within its site; and
- d. it will not have any other unacceptable environmental impacts, including impacts on the historic environment.

³¹ 2011 Census data ONS

Where it is no longer viable to use these sites for employment and economic purposes, residential use will be permitted subject to compelling evidence being produced which demonstrates it is no longer viable.

Policy BS12 Reasoned Justification

- 70 Bishopstoke provides a small number of local job opportunities. However, levels of out-commuting are high, mainly to Eastleigh and Southampton, but also to other centres of employment such as Winchester and Portsmouth.
- 71 The National Planning Policy Framework requires Neighbourhood Plans in semi-rural areas like Bishopstoke to support sustainable development of new and existing businesses, as well as promote the retention of existing employment activities such as local shops and services.
- 72 This was generally supported by the consultation and smaller business development is preferred, especially micro-businesses of fewer than 10 employees. Indeed, for economic development, the scale was the greatest concern. This is likely to be because of the feared adverse impact; related noise and parking impacts were of considerable concern.
- 73 The Eastleigh Local Economy review³² identifies Bishopstoke, Fair Oak and Horton Heath (BFOHH) as having the fewest employees and has a significantly low in-commuting figure. Although according to the report Bishopstoke was one of 4 settlements which accounted for over 50% of the increase in “business stock” in 2016. Just under half of all businesses in Bishopstoke are in the wholesale or retail sector. BFOHH is also recognised as the only sub-area in the Borough where local residents make up the majority of the local workforce.

³² [Eastleigh Local Economy 2016 Jan 2017](#)

Policy Section 5 - Health and Wellbeing

Policy BS13 Noise and tranquillity

- a. Proposals for new developments will be required to minimise the impact of noise on the occupiers of the proposed buildings, neighbouring properties, and the surrounding environment, as far as reasonably practical.
- b. Development proposals that would have an unacceptable adverse impact on relative tranquillity will be refused.

Policy BS13 Reasoned Justification

- 74 The Council for the Protection of Rural England commissioned a nationwide survey of what tranquillity means to people and created a map showing how likely each locality was to make people feel tranquil. The tranquillity map for the South shows that areas around the key roads and settlements in Eastleigh and Southampton including Bishopstoke itself and the M3 are less tranquil than other parts of the area.
- 75 Bishopstoke parish boundary is very close to the Southdown National Park. One of the 'Seven special Qualities' of the area is 'Tranquil and unspoilt places'³³. In the South Downs National Park Authority Tranquillity Study (2017)³⁴, a mapping study clearly shows the detrimental affect built up areas have on the tranquillity of the area.
- 76 Within the settlement boundary of Bishopstoke, the area is very densely populated, as was highlighted when the NP instigated a call for sites and investigated the area to try and identify any suitable locations for development. Therefore, the surrounding countryside is vital for providing an escape from the 'hustle and bustle'.

³³ [South Downs National Park Authority Tranquillity Study 2017 1.2](#)

³⁴ [Tranquillity Study](#)

As One

I imagine you'll have seen banners like this one around the borough and perhaps wondered where this campaign is going, and whether parish councils might be involved. The answer is a big Yes!



The high profile campaign, supported by both Hampshire and Eastleigh councils, gives parish councils and churches a significant opportunity to work together, which has already been seized by Fair Oak and Horton Heath Parish Council. It was they that passed on your email address.

They recently put on an 'As One' event in partnership with two local churches and a school - and two more, with other churches, are in the diary. The idea is to bring local people together, with the idea of forming informal 'Street Associations' for the residents of each street invited. These Associations then go on to organise things like a Christmas party or a quiz night just for their street, to create the ongoing links between neighbours. This then has a big impact in helping to tackle isolation, enhance mental health, enable new friendships to form and to galvanise neighbourly support for vulnerable residents.

It's working! Here's a picture of the As One brunch, which took place on 12th November - and another one of the team of volunteers from the churches that helped make it happen.



Residents were seated by street (and guided to the 'right' table for their street on arrival). Two new Street Associations are being launched this Friday and Saturday, with a third one due to be launched early in the New Year. The hope is that, ten years from now,

these streets can look back to the event as the spark that lit the flame of real community engagement, which over time created a much more friendship, fun, belonging and a helping hand.

Comments from residents attending in the Feedback Forms included the following:

"A great big thankyou to the church for having us. We had a great time and got invited to a neighbour's on the 25th November"

"Really enjoyed today, thank you"

"Myself and my neighbour are going to start a Street Association"

"Thanks for the kick-start!"

"We are going to try and set one up and see if anyone wants to"

"A wonderful presentation, wonderful suggestions and have already had an invite to a neighbour's house"

"Very friendly meeting and lovely presentation. Thank you for the information"

"Thank you"

"Really great event"

Our hope is that other parish councils in the Borough might want to partner with local churches, getting As One events going into January and beyond. We have one coming up in West End this Saturday, with churches in other areas showing interest. Your involvement and support could help turn interest into action!

David Wheal
Bishopstoke Parish Office
Riverside
Bishopstoke
Eastleigh
Hants
SO50 6LQ

Corporate Leadership Board
Our Ref: JS/KM/21
Contact: James Strachan
Direct Dial: 023 8068 8100
Email: james.strachan@eastleigh.gov.uk

12 December 2022

Dear David

Thank you for your letter dated 5 November on behalf of Bishopstoke Parish Council. I apologise for the delay in responding; it has been necessary to speak to a range of staff across Eastleigh Borough Council, who have collectively provided the following response.

"In terms of the process for transfer of public open space, this is the developer that advises the council when the site is built to a stage when the landscaping can be carried out. At this point, the Streetscene team will start to inspect the area with the developer to ensure the landscaping is completed correctly.

Assuming that the works have been carried out in accordance with the agreed landscape drawings and good horticultural practice, the landscape will then be placed on a twelve-month maintenance plan. During this time, the developer will be responsible for carrying out regular maintenance of the landscape in order to ensure establishment of the landscape features. At the end of the maintenance period, assuming the landscape has been maintained correctly, the land will be accepted for transfer; it is at this point that the legal transfer can take place. Also, it is normal practice during the period between the acceptance of the landscaping and legal transfer being completed, that our Streetscene team will continue to carry out the maintenance of the landscape. The reasons for doing this are twofold:

- the Council can ensure the landscape including trees, shrubs and grassed areas continue to be maintained correctly and therefore do not fail*
- it enables the Council to deliver any other proposed infrastructure such as play areas or public art as soon as is practicable*

In your letter you raise issues around three specific areas. Please see our responses below:

Blackberry Drive:

We agree that the letter of comfort is not an acceptable long-term solution, however this remains in place. There is a need to negotiate with a third party, but they cannot be compelled to engage with us for this. That said, we continue to pursue lines of discussion to resolve this.

Sewall Drive:

The landscape of the open space and allotment area were not at an acceptable standard when we first inspected the site. It should be noted that the Streetscene team were not advised by the developer that the landscaping works had commenced, and this resulted in the developer having to carry out remedial works to bring the landscaping up to an acceptable standard. These works included, but were not limited to the following:

- *additional tree and shrub planting including hedges*
- *remedial works to the grassed areas, including levelling and overseeding*
- *works to improve the allotment pathways*
- *removing damaged sheds from the allotment area*
- *gapping up of the hedge around the allotment area*

Bow Lake Gardens:

The developer completed the landscaping of the open space, allotments, and community orchard in 2019. The site was inspected against the approved landscape drawings and placed on a twelve-month maintenance plan - and the developer carried out the maintenance for this period. Following the completion of the twelve-month maintenance period, there were some works which the developer needed to complete before the area was accepted. These included:

- *cutting of the allotments area*
- *replacement tree planting within the orchard area and the public open space, totalling twenty-seven trees*
- *repairs to the access gate to the allotment*
- *a surface repair to the pedestrian access into the allotment*

Due to the impact of the pandemic, there were delays in completing the work until the 2020/21 planting season. All works were subsequently completed by the spring of 2021. In the interim period, the public open space was accepted, and our Streetscene team took on the maintenance of these areas to ensure standards were maintained and the installation of the play area could continue.

The Parish Council were invited and involved in reviewing the preferred play area designs in 2019; and their input was reflected in the final designs. The updated designs were used in the public consultation. Representatives of the

Parish Council have been involved in a number of site meetings at both the Bow Lake and Sewell Drive developments - although due to time constraints and staff availability, it has not always been possible for representatives of the Parish Council and staff from EBC to attend each meeting. Where this has been the case, the Streetscene team have made themselves available to meet with representatives of the Parish Council wherever possible to ensure all parties understood what was happening.

We understand that the Parish Council have employed a consultant who has reviewed the landscape plans and considers that the landscape which has been delivered is different to what the Parish expected. However, having reviewed the details of the landscape, we consider that the developer has complied with the approved landscape designs, and works were carried out in accordance with the landscape plans. However, following an on-site inspection in the last two months, it is evident that a number of the small fruit trees which were planted to create the community orchard have not survived due to the heat and drought conditions experienced during the summer of 2022, and therefore, these trees will need to be replaced during the 2022/23 planting season.

Regarding ownership of the Bow Lake public open space, the legal transfer is still progressing and is not yet in the ownership of the Borough Council. However, there have been delays in progressing the legal transfer, some of which have been due to the Parish Council raising questions about potential contamination of the land where the allotment is situated. Therefore, it has been necessary for our Streetscene team to continue to maintain this land whilst the transfers are being progressed, and consequently, there is a need to recoup the cost of carrying out this work for which they do not have a budget. Therefore, the use of the Section 106 monies which are specifically allocated for the maintenance of the open spaces on this development is the correct use of these funds.

We have again checked the landscape drawings for the layout of the allotments, and the layout is in accordance with the design. Any outstanding installation of taps will be fitted prior to the Parish taking on the allotments in order to avoid any vandalism prior to occupation."

I trust the above provides sufficient clarification regarding the queries you have raised. However, should you require any further information, please contact Andrew Wright via email at andrew.wright@eastleigh.gov.uk.

Yours sincerely

A handwritten signature in purple ink, appearing to read "James Strachan".

James Strachan
Chief Executive

BISHOPSTOKE PARISH COUNCIL

DIGNITY AT WORK POLICY

**This Dignity At Work Policy was adopted
by the Parish Council at its meeting on dd mmm yyyy**

D Wheal

Clerk to Bishopstoke Parish Council

BISHOPSTOKE PARISH COUNCIL
DIGNITY AT WORK POLICY

Amendment Sheet

Amendment No.	Date Incorporated	Subject
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DRAFT

DIGNITY AT WORK POLICY

Bishopstoke Parish Council believes that civility and respect are important in the working environment, and expect all councillors, officers and the public to be polite and courteous when working for, and with the council.

1 Purpose

- 1.1** Bishopstoke Parish Council is committed to creating a working environment where all council employees, councillors, contractors and others who come into contact with us in the course of our work, are treated with dignity, respect and courtesy. We aim to create a workplace where there is zero tolerance for harassment and bullying.
- 1.2** We recognise that there is a continuum where unaddressed issues have the potential to escalate and become larger, more complex issues and this policy sets out how concerns will be managed however the emphasis of this policy is on resolution and mediation where appropriate, rather than an adversarial process.
- 1.3** This document:
 - 1.3.1** explains how we will respond to complaints of bullying or harassment
 - 1.3.2** ensures that we respond sensitively and promptly; and
 - 1.3.3** supports our employees in ensuring their behaviour does not amount to bullying and/or harassment by giving examples.

2 Scope

- 2.1** This policy covers bullying and harassment of and by clerks and all employees engaged to work at Bishopstoke Parish Council. Should agency staff, or contractors have a complaint connected to their engagement with Bishopstoke Parish Council this should be raised to their nominated contact, manager, or the Chair of the Council, in the first instance. Should the complaint be about the chair of the council the complaint should be raised to the Vice Chair or the People Committee.
- 2.2** Agency staff, or contractors are equally expected to treat council colleagues, and other representatives and stakeholders with dignity and respect, and the council may terminate the contract, without notice, where there are suspicions of harassment or bullying.
- 2.3** Complaints about other employment matters will be managed under the council's grievance policy.
- 2.4** It is noted that the management of a situation may differ depending on who the allegations relate to (e.g. employees, contractor, councillor), however, the council will take appropriate action if any of its employees are bullied or harassed by employees, councillors, members of the public, suppliers or contractors.

3 The position on bullying and harassment

- 3.1** All staff and council representatives are entitled to dignity, respect and courtesy within the workplace and to not experience any form of discrimination. Bishopstoke Parish Council will not tolerate bullying or harassment in our workplace or at work-related events outside of the workplace, whether the conduct is a one-off act or repeated course of conduct, and whether harm is intended or not. Neither will we tolerate retaliation against, or victimisation of, any person involved in bringing a complaint of harassment or bullying. You should also be aware that, if you have bullied or harassed someone (e.g. physical violence, harassment), in some circumstances the treatment may amount to a crime punishable by a fine or imprisonment.
- 3.2** We expect all representatives of the council to treat each other with respect and uphold the values of the code of conduct, civility and respect pledge, equality opportunities policy, and all other policies and procedures set by the Council.
- 3.3** We expect you to demonstrate respect by listening and paying attention to others, having consideration for other people's feelings, following protocols and rules, showing appreciation and thanks, and being kind.
- 3.4** Allegations of bullying and harassment will be treated seriously. Investigations will be carried out promptly, sensitively and, as far as possible, confidentially. See the grievance policy for further details regarding the process. Employees and others who make allegations of bullying or harassment in good faith will not be treated less favourably as a result.
- 3.5** False accusations of harassment or bullying can have a serious effect on innocent individuals. Staff and others have a responsibility not to make false allegations. While we will assume that all complaints of bullying and harassment are made in good faith, in the event that allegations are found to be malicious or vexatious the person raising the complaint may be subject to action under the council's disciplinary procedure.

Harassment

- Where a person is subject to uninvited conduct that violates their dignity, in connection with a protected characteristic
- Behaviour that creates a hostile, humiliating, degrading or similarly offensive environment in relation to a protected characteristic

Bullying

- Behaviour that leaves the victim feeling threatened, intimidated, humiliated, vulnerable or otherwise upset. It does not need to be connected to a protected characteristic.

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4 What Type of Treatment amounts to Bullying or Harassment?

- 4.1** 'Bullying' or 'harassment' are phrases that apply to treatment from one person (or a group of people) to another that is unwanted and that has the effect of violating that person's dignity or creating an intimidating, hostile, degrading, humiliating, or offensive environment for that person.
- 4.2** Examples of bullying and harassment include:
- 4.2.1** Physical conduct ranging from unwelcome touching to serious assault
 - 4.2.2** Unwelcome sexual advances
 - 4.2.3** The offer of rewards for going along with sexual advances e.g. promotion, access to training
 - 4.2.4** Threats for rejecting sexual advances
 - 4.2.5** Demeaning comments about a person's appearance
 - 4.2.6** Verbal abuse or offensive comments, including jokes or pranks related to age, disability, gender re-assignment, marriage, civil partnership, pregnancy, maternity, race, religion, belief, sex or sexual orientation
 - 4.2.7** Unwanted nicknames, especially related to a person's age, disability, gender re-assignment, marriage, civil partnership, pregnancy, maternity, race, religion, belief, sex or sexual orientation
 - 4.2.8** Spreading malicious rumours or insulting someone
 - 4.2.9** Lewd or suggestive comments or gestures
 - 4.2.10** Deliberate exclusion from conversations, work activities or social activities.
 - 4.2.11** Withholding information a person needs in order to do their job
 - 4.2.12** Practical jokes, initiation ceremonies or inappropriate birthday rituals
 - 4.2.13** Physical abuse such as hitting, pushing or jostling
 - 4.2.14** Rifling through, hiding or damaging personal property
 - 4.2.15** Display of pictures or objects with sexual or racial overtones, even if not directed at any particular person
 - 4.2.16** Isolation or non-cooperation at work
 - 4.2.17** Subjecting a person to humiliation or ridicule, belittling their efforts, whether directly and / or in front of others
 - 4.2.18** The use of obscene gestures
 - 4.2.19** Abusing a position of power
- 4.3** Bullying and harassment can occur through verbal and face to face interactions, but can also take place through sharing inappropriate or offensive content in writing or via email and other electronic communications and social media.

- 4.4** It is important to recognise that conduct which one person may find acceptable, another may find totally unacceptable and behaviour could be harassment when the person had no intention to offend. We all have the right to determine what offends us. Some behaviour will be clear to any reasonable person that it is likely to offend – for example sexual touching. Other examples may be less clear, however, you should be aware that harassment will occur if behaviour continues after the recipient has advised you that the behaviour is unacceptable to them.
- 4.5** Harassment can also occur where the unwanted behaviour relates to a perceived characteristic (such as offensive jokes or comments based on the assumption someone is gay, even if they are not) or due to their association with someone else (such as harassment related to their partner having a disability for example).
- 4.6** All employees must, therefore, treat their colleagues with respect and appropriate sensitivity and should feel able to challenge behaviour that they find offensive even if it is not directed at them.

It is important to recognise that bullying does not include appropriate criticism of an employee's behaviour or effective, robust performance management. Constructive and fair feedback about your behaviour or performance from your manager or colleagues/Councillors is not bullying. It is part of normal employment and management routines, and should not be interpreted as anything different.

5 Victimization

- 5.1** Victimization is subjecting a person to a detriment because they have, in good faith, complained (whether formally or otherwise) that someone has been bullying or harassing them or someone else, or supported someone to make a complaint or given evidence in relation to a complaint. This would include isolating someone because they have made a complaint or giving them a heavier or more difficult workload.
- 5.2** Provided that you act in good faith, i.e. you genuinely believe that what you are saying is true, you have a right not to be victimised for making a complaint or doing anything in relation to a complaint of bullying or harassment and the council will take appropriate action to deal with any alleged victimisation, which may include disciplinary action against anyone found to have victimised you.
- 5.3** Making a complaint that you know to be untrue, or giving evidence that you know to be untrue, may lead to disciplinary action being taken against you.

6 Reporting Concerns

6.1 What you should do if you feel you are being bullied or harassed by a member of the public or supplier (as opposed to a colleague)

If you are being bullied or harassed by someone with whom you come into contact at work, please raise this with your nominated manager in the first instance or, with the clerk/or a councillor. Any such report will be taken seriously, and we will decide how best to deal with the situation, in consultation with you.

6.2 What you should do if you feel you are being bullied or harassed by a councillor:

If you are being bullied or harassed by a councillor, please raise this with the clerk/chief officer or the chair of the council in the first instance. They will then decide how best to deal with the situation, in consultation with you. There are two possible avenues for you, informal or formal. The Informal Resolution is described below. Formal concerns regarding potential breaches of the Councillors Code of Conduct must be investigated by the Monitoring Officer.

6.3 The council will consider reasonable measures to protect your health and safety. Such measures may include a temporary change in duties or change of work location, not attending meetings with the person about whom the complaint has been made etc.

6.4 What you should do if you witness an incident you believe to harassment or bullying:

If you witness such behaviour you should report the incident in confidence to the clerk/chief officer or a councillor. Such reports will be taken seriously and will be treated in strict confidence as far as it is possible to do so.

6.5 What you should do if you are being bullied or harassed by another member of staff:

If you are being bullied or harassed by a colleague or contractor, there are two possible avenues for you, informal or formal. These are described below.

7 Informal Resolution

7.1 If you are being bullied or harassed, you may be able to resolve the situation yourself by explaining clearly to the perpetrator(s) that their behaviour is unacceptable, contrary to the council's policy and must stop. Alternatively, you may wish to ask the clerk/chief officer, your nominated manager or a colleague to put this on your behalf or to be with you when confronting the perpetrator(s).

7.2 If the above approach does not work or if you do not want to try to resolve the situation in this way, or if you are being bullied by your own nominated manager, you should raise the issue with the chair of the council. (If your concern relates to the chair, you should raise it with the chair of the personnel/staffing committee). The chair (or another appropriate person) will discuss with you the option of trying to resolve the situation informally by telling the alleged perpetrator, without prejudicing the matter, that:

7.2.1 There has been a complaint that their behaviour is having an adverse effect on a member of the council staff

7.2.2 Such behaviour is contrary to our policy

7.2.3 For employees, the continuation of such behaviour could amount to a serious disciplinary offence.

- 7.3** It may be possible for this conversation to take place with the alleged perpetrator without revealing your name, if this is what you want. The person dealing with it will also stress that the conversation is confidential.
- 7.4** In certain circumstances we may be able to involve a neutral third party (a mediator) to facilitate a resolution of the problem. The chair (or another appropriate person) will discuss this with you if it is appropriate.
- 7.5** If your complaint is resolved informally, the alleged perpetrator(s) will not usually be subject to disciplinary sanctions. However, in exceptional circumstances (such as extremely serious allegation or in cases where a problem has happened before) we may decide to investigate further and take more formal action notwithstanding that you raised the matter informally. We will consult with you before taking this step.

8 Raising a Formal Complaint

- 8.1** If informal resolution is unsuccessful or inappropriate, you can make a formal complaint about bullying and harassment through the council's grievance procedure. You should raise your complaint to the clerk/chief officer or the chair of the council. A formal complaint may ultimately lead to disciplinary action against the perpetrator(s) where they are employed.
- 8.2** The clerk/chief officer or the chair of the council will appoint someone to investigate your complaint in line with the grievance policy. You will need to co-operate with the investigation and provide the following details (if not already provided):
 - 8.2.1** The name of the alleged perpetrator(s),
 - 8.2.2** The nature of the harassment or bullying,
 - 8.2.3** The dates and times the harassment or bullying occurred,
 - 8.2.4** The names of any witnesses and
 - 8.2.5** Any action taken by you to resolve the matter informally.
- 8.3** The alleged perpetrator(s) would normally need to be told your name and the details of your grievance in order for the issue to be investigated properly. However, we will carry out the investigation as confidentially and sensitively as possible. Where you and the alleged perpetrator(s) work in proximity to each other, we will consider whether it is appropriate to make temporary adjustments to working arrangements whilst the matter is being investigated.
- 8.4** Where your complaint relates to potential breaches of the Councillors Code of Conduct, these will need to be investigated by the Monitoring Officer. The council will consider any adjustments to support you in your work and to manage the relationship with the councillor the allegations relate to, while the investigation proceeds.
- 8.5** Investigations will be carried out promptly (without unreasonable delay), sensitively and, as far as possible, confidentially. When carrying out any investigations, we will ensure that individuals' personal data is handled in accordance with the data protection policy.

- 8.6** The council will consider how to protect your health and wellbeing whilst the investigation is taking place and discuss this with you. Depending on the nature of the allegations, the Investigator may want to meet with you to understand better your complaint (see the grievance policy for further information, and details of your right to be accompanied).
- 8.7** After the investigation, a panel will meet with you to consider the complaint and the findings of the investigation in accordance with the grievance procedure. At the meeting you may be accompanied by a fellow worker or a trade union official.
- 8.8** Following the conclusion of the hearing the panel will write to you to inform you of the decision and to notify you of your right to appeal if you are dissatisfied with the outcome. You should put your appeal in writing explaining the reasons why you are dissatisfied with the decision. Your appeal will be heard under the appeal process that is described in the grievance procedure.

9 The use of the Disciplinary Procedure

- 9.1** If at any stage from the point at which a complaint is raised, we believe there is a case to answer and a disciplinary offence might have been committed, we will instigate our disciplinary procedure. We will keep you informed of the outcome.

This is a non-contractual policy and procedure which will be reviewed from time to time.

GUIDANCE FOR USING THE DIGNITY AT WORK POLICY

Protected Characteristics

A 'protected characteristic' is defined in the Equality Act 2010 as age, disability, sex, gender reassignment, pregnancy and maternity, race, sexual orientation, religion or belief, and marriage and civil partnership. It is unlawful to discriminate against an individual because of any of the protected characteristics.

Discrimination includes treating people differently because of a protected characteristic. Employees can complain of harassment even if the behaviour in question is not directed at them. This is because the complainant does not actually need to possess the relevant protected characteristic. An employee can complain of unlawful harassment if they are related someone with a protected characteristic, or because a colleague believes they have a protected characteristic.

Examples of harassment related to a protected characteristic could include;

- Making assumptions about someone's ability due to their **age**, or denying development opportunities to someone based on their age. This could also include assumptions about their lifestyle or making inappropriate jokes related to age.
- Making fun or mimicking impairments related to a health condition, or using inappropriate language about disabilities. Constantly selecting social activities that make it impossible for a colleague with a **disability** to participate in.
- Refusing to treat a person as their new gender, or disclosing information about their gender identity could be harassment on the grounds of **gender reassignment**.
- **Pregnancy/Maternity** harassment could include refusing opportunities due to pregnancy or maternity leave, or inappropriate touching and invasion of personal space such as unwanted touching of a pregnant person's stomach.
- Harassment based on **race** could include derogatory nicknames, or stereotyping based on ethnicity. It could include racist comments or jokes, or assumptions about someone's lifestyle based on their ethnicity.
- **Gender** harassment could include not considering people for a job based on gender stereotyping roles, or implementing practices that disadvantage one gender over another. Rude, explicit jokes, even if not directed at an individual, or comments on individuals' dress or appearance.
- Regularly arranging team meals over periods of fasting or religious occasions or failing to adjust a dress code to accommodate religious dress could be examples of harassment based on **religion/belief**.
- Excluding same sex partners from social events could be both **sexual orientation** and **marriage/civil partnership** discrimination, as could not offering the same work-related benefits.

A person does not need to be employed or have 2 years qualifying service to make a discrimination claim at a tribunal.

- Job applicants who believe they have not been appointed because of a 'protected characteristic' can make a claim.
- New or established employees who are dismissed, or treated unreasonably because of a health condition can make a discrimination claim.
- An employee subjected to harassment can make a discrimination claim at a tribunal.
- An employee asked to retire can make a discrimination claim at a tribunal

Legal risks

Successful unfair dismissal claims are limited to a compensation cap, whereas those for unlawful discrimination have no cap.

A positive employment culture, and swift action if conduct falls beneath acceptable standards will help mitigate the risks. An unhealthy culture will make it difficult to defend claims.

The time to defend and the cost of defending tribunal claims can be significant, irrespective of the outcome.

Culture and behaviour

We work in eclectic communities and working environments, and a positive culture within the council enables employees with different backgrounds and beliefs to share ideas and shape how the council achieves its objectives for their community.

It is important to recognise that different individuals may find different behaviours bullying or harassing so while there is not always intent to offend or cause harm, that does not mean that the effect of the behaviour has not caused harm or offence.

It can take people a period of time to decide to raise their concerns, as they worry about consequences (perhaps from peers by complaining about a colleague who is popular, or they fear victimisation from the perpetrator or others). The council should consider whether there are opportunities (such as 121s to offer opportunity to reflect on relationships/morale) to identify issues earlier and address negative behaviours. Individuals can often mention concerns they are experiencing but not want to take it further. The council should remind the complainant that it has a zero tolerance to bullying and harassment and remind them of the policy in place to address concerns. If the allegations mentioned are significant, the council may want to suggest that it will need to investigate further, even if a 'grievance' is not raised, so as to ensure that any concerns and risks are managed, and the council is meeting its responsibilities and duty of care as an employer.

Whilst both staff and councillors jointly determine the working culture, councillors are key in demonstrating what is and isn't acceptable behaviour. This is apparent from how councillors behave with each other in council meetings and also in how standards of behaviour are applied through the use of informal discussion and formal policies.

Scope

All council representatives are expected to uphold the values of the Dignity at Work Policy, however this policy sets out how allegations from employees will be managed. As indicated in the policy, concerns from a contractor, agency worker etc. should be raised to the identified person, and an appropriate approach will be considered based on the situation and relationship of the complainant with the council.

Likewise, concerns raised about the behaviour of a contractor or agency worker would not generally be managed via the full process (such as the disciplinary process) but appropriate action would be considered based on the situation. To treat people (such as contractors, or a casual worker) engaged by the council the same as an employee could blur the status of the employment relationship, so consider seeking professional advice if needed.

Managers

Recognising that councils are of varying sizes, where the term manager/nominated manager is used it is recognised this could be the clerk/chief officer, another employee of the council, or a councillor depending on the situation. It is good practice to have a clearly identified person who is the responsible 'line manager' or equivalent contact for an employee so that there is clarity on how the employee should report concerns to, who they notify if they are sick or to request leave etc. More often for council employees this may be the clerk/chief officer, and for the clerk/chief officer this could be the chair/deputy Chair, or possibly chair of a staffing/personnel committee.

Bullying and harassment & performance management

The policy sets out that bullying and harassment does not include appropriate criticism of an employee's behaviour or effective, robust performance management. It is not uncommon for an employee, when receiving critical feedback, to claim that this is bullying and/or harassing. It is the role of the nominated manager to provide effective and constructive feedback to encourage performance at the required standard.

Even when the feedback is not positive it should be fair, communicated in a professional and reasonable manner and shared with the objective of aiding understanding and achieving an improvement to overcome the shortfalls. There is no absolute definition of when the feedback may not be appropriate. Often it will be for the person/panel hearing the dignity at work complaint/grievance to determine whether the performance management has upheld the standards expected in terms of respect and civility and any feedback has been shared in a fair and professional way.

Responsibilities

All staff and representatives of the council are responsible for their own behaviour in the workplace and for taking steps to revise unacceptable behaviour and appropriately challenge that of others.

Leaders – councillors, clerks, chief officers, managers - are responsible for ensuring that these standards of treating people with civility, respect and courtesy are upheld, both through their own example, and by communicating and promoting these expectations to all employees. They are also responsible for ensuring that concerns raised are treated seriously and addressed in line with this policy in a timely manner.

During the investigation

Employers have a duty of care to provide a safe place of work. If a complaint is made, discuss how to manage working relationships whilst the allegation is being investigated and until the outcome is disclosed. This is as much for the protection of the alleged perpetrator as for the aggrieved.

Consider whether a neutral person should be offered as a 'listening ear' for both parties in the investigation. This could be a councillor or nominated manager who is not involved in the investigation or allegations and can be a point of check in as raising, or being subject to allegations can be stressful.

Offer other support that may be appropriate to the situation such as signposting to support groups, time off for counselling etc. If you have suspended a staff member, your duty of care continues and it is important to consider their wellbeing and mental health.

Ensure that you communicate regularly with both parties.

The investigation and any subsequent hearing should be completed in accordance with the grievance policy which sets out a process for dealing with concerns. You should ensure that the grievance policy adopted adheres to any local policies and procedures, with consideration of any timescales and escalation routes in your locally adopted policy.

Confidentiality

It may be possible for concerns to be raised with the perpetrator without disclosing the name of the complainant however in a small council it is likely that it will be clear that the accused will know where the accusation has come from. The council representative (clerk/chief officer/councillor) speaking to the alleged perpetrator must be clear that the discussion is confidential and the individual would be at risk of formal disciplinary action if there is any sort of victimisation or retaliation for the individual raising their concern.

During any formal investigation it may be necessary to disclose the nature of the allegations and where they came from to ensure a fair and balanced investigation and process. This should be discussed with the person raising the concerns to understand any issues and how they may be mitigated. In some situations it may be appropriate to provide anonymised witness statements however this would be a last resort, and could compromise the fairness of the process. Where there is a genuine fear of consequences and this may need to be considered, it is recommended that professional advice is sought. For the same reason it can be difficult for a council to consider an anonymous complaint, however if the concerns are significant and compromise the council in their duty of care to employees, then consideration of how the deal with the matter may be required.

Victimisation

All employees have the right to raise genuine concerns without the fear of reprisals. If the aggrieved (or a witness) is treated differently / less favourably because they have raised a complaint, then this is victimisation. This would include isolating someone because they have made a complaint, cancelling a planned training event, or giving them a heavier or more difficult workload. Victimisation can lead to a claim to an employment tribunal.

False allegations

If an employee makes an allegation that they know to be untrue, or gives evidence that they know to be untrue, the council should consider the matter under the disciplinary procedure. Such an allegation would be potentially be gross misconduct.

Complaints against Councillors

Following the Ledbury case, the law is clear that any formal complaint about a councillor regarding a breach of the code of conduct must be referred to the Monitoring Officer for investigation (either by the complainant, or the Council with agreement of the complainant). During the investigation, it is critical to ensure that where an employee of the council has made the complaint, that the council agrees reasonable measures with the employee to protect their health and safety. Such measures may include a temporary change in duties, change of work location, not attending meetings with the person about whom the complaint has been made etc.

Careful consideration is required where a grievance is raised against the council as a whole due to lack of support related to councillor behaviours. The specific allegations will need to be considered to determine whether the allegations can be addressed by the council, or require exploration of the councillors behaviour in order to respond, in which case the Monitoring Officer may be required to investigate the alleged behaviours of a/any councillors where this may relate to the code of conduct. It is a matter of fact whether the complaint is against the council and can therefore be dealt with by the council's grievance procedure or against a councillor and can only be dealt with by the Monitoring Officer.

Civility & Respect Project

“Throughout the sector, there are growing concerns about the impact bullying, harassment, and intimidation are having on local (parish and town) councils, councillors, clerks and council staff and the resulting effectiveness of local councils.

The National Association of Local Councils (NALC), One Voice Wales, the Society of Local Council Clerks (SLCC) and county associations have responded to this by setting up a Civility and Respect Working Group to oversee the Civility and Respect Project.

CIVILITY AND RESPECT PLEDGE

NALC, SLCC, and OVW believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

The Civility and Respect Pledge is being introduced because there is no place for bullying, harassment and intimidation within our sector. The pledge is easy for councils to sign up for and it will enable councils to demonstrate that they are committed to standing up to poor behaviour across our sector and to driving through positive changes which support civil and respectful conduct.

We invite all councils to take the Civility and Respect Pledge.

MISSION STATEMENT

Civility and respect should be at the heart of public life, and good governance is fundamental to ensuring an effective and well-functioning democracy at all levels.

The intimidation, abuse, bullying and harassment of councillors, clerks and council staff, in person or online, is unacceptable, whether by councillors, clerks, council staff, or public members.

This can prevent councils from functioning effectively, councillors from representing local people, discourage people from getting involved, including standing for election, and undermine public confidence and trust in local democracy.

NALC, county associations and OVW, as the membership organisations representing the first tier of local government in England and Wales, and the SLCC, as the professional body for clerks, are committed to working together to promote civility and respect in public life, good governance, positive debate and supporting the well-being of councillors, professional officers and staff.

To that end, the Civility and Respect Working Group will be working to deliver tangible resources, actions and interventions in four main areas: providing councils with the tools to support good

governance; lobbying to strengthen the standards regime and encouraging more people to get involved; training; and processes to intervene to provide support to struggling councils.”

The Pledge

By signing the Pledge, your council is agreeing that the council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it:

- Has put in place a training programme for councillors and staff
- Has signed up to the Code of Conduct for councillors
- Has good governance arrangements in place including staff contracts and a dignity at work policy
- Will seek professional help at the early stages should civility and respect issues arise
- Will commit to calling out bullying and harassment if and when it happens
- Will continue to learn from best practices in the sector and aspire to be a role model/champion council through for example the local Local Council Award Scheme
- Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate

Recommendation: That Bishopstoke Parish Council approve taking the Civility & Respect Project Pledge