



Notification of Draft

Decisions Thursday, 11 December 2025

**Notice of Draft  
Decisions of Deputy Leader and Cabinet Member for Housing and Planning  
Decision Meeting -  
Thursday, 11 December 2025**

**1. Introductions**

Councillor Juliet Layton, Deputy Leader and Cabinet Member for Housing and Planning, welcomed the public to the meeting and introduced the responsible officer. The purpose of the meeting was to approve the procurement of Examination of the Chipping Camden Neighbourhood Plan.

**2. Apologies**

There were no apologies for absence.

**3. Declarations of Interest**

There were no declarations of interest from the Cabinet Member or Officers.

**4. Officer overview of the report**

Chipping Campden had submitted its Neighbourhood Plan. Approval was sought for CDC to proceed with the examination. There was a cost to CDC to procure and undertake the examination, which could be claimed back from the government.

It was clarified that the published Annexes A–E had been supplied by Chipping Campden and had already been consulted on. It was noted that a policies map was missing, and this was subsequently rectified. Annex G was provided as a note to the examiner to explain the situation regarding the policies map, as that document had not been subjected to public consultation.

The officer noted that two proposed Local Green Spaces included highway land, which was normally excluded, particularly as the highways authority had not been consulted. One was a small roundabout with a mature tree, and the other was an area around a road junction. It appeared that the original, low-resolution maps had captured the whole area by mistake. In the updated, higher-resolution mapping, the highways were removed, leaving only the grass verges and genuine green areas.



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The officer also noted that Annex H contained all redacted Regulation 16 consultation responses, provided for information, which would be sent directly to the examiner once appointed.

Annex I set out the invitation to quote, including the examiner's specification, pricing requirements, and the price-quality matrix for assessing bids, with procurement requiring at least two quotes.

Annex J contained procurement terms and conditions

**5. Confirmation of comments**

The recommendation was that Cotswold District Council procure, through a competitive bid process, an independent examiner with the appropriate qualifications and experience to undertake the examination of the Chipping Campden Neighbourhood Plan. The appointment would require the consent of both the qualifying body, Chipping Campden Town Council, and Cotswold District Council.

**6. Public Questions**

There were no public questions.

**7. Cabinet Member questions**

The Cabinet Member asked who owned the land and what justified its designation as a Local Green Space, querying whether the mature tree was protected by a TPO and how the area would remain special if the tree were ever lost.

The officer explained that the Local Green Space designation was based on beauty and tranquillity, and that the area would still merit designation even if the tree were lost, as it provided valuable open green space within an urban setting.

**8. Decision**

The Deputy Leader and Cabinet Member for Housing and Planning considered the proposed recommendations and resolved that:

Cotswold District Council will procure through a bid process an independent examiner, suitably qualified and experienced, to undertake examination of the Chipping Camden Neighbourhood Plan.

The appointment must be consented by the qualifying body (Chipping Camden Town Council).



**COTSWOLD**  
District Council

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It was noted that the Regulation 16 consultation had been completed, and all documents had been prepared and were ready for examination following all due process.

**Date of Publication: 11.12.2025**

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