

Neighbourhood Plan Working Party

Meeting, Brunel Room

Monday 16th February 2017

7.30pm

Minutes

Those in attendance: L. Dupre, S. Smith, M. Inskip, S. Partington

Apologies: R. Hughes, L. Stubbs

1. Review of Draft Policies

Policy NP1a:

Proposed to modify this policy to read:

Protect the historic elements of the village, including the designated Conservation Area along with other areas such as older buildings in the Row and in Bury Lane and along with areas designated on the accompanying map with the aim of preserving of the character and heritage the village.

Action: Rosie to provide a map of the Parish

Done – Shelagh now has the map

Action: Shelagh to identifying areas outside of the conservation area

Ongoing - Shelagh has completed Bury Lane and Sutton Gault and working along The Row

Policy NP1b, NP1c and NP1d:

Reviewed NP1b and concluded that there are no landscape features for Sutton North that we would want to identify to be preserved.

Revised Policy NP1b:

Major development to the north of the village should have different styles and ranges of accommodation aimed at integrating the whole site into the village,

Should include at least 30 per cent affordable housing and a detailed mechanism for its delivery [this target aligns with that in current draft Local Plan].

Policy NP1c unchanged:

Integrate the existing community facilities to create a village green resource focused on new playing fields and all weather pitch, the school and the Brooklands Centre.

[To include the indicative drawing already agreed by the Parish Council]

Policy NP1d:

Ensure that any major development is phased in step with the expansion of local infrastructure such as schools and health facilities.

Provision of safe routes for pedestrians and cyclists from the Sutton North development to village centre, primary school and recreation facilities.

[may want to make these two separate policies]

Policy N4a:

Agreed that this policy can be removed because the requirement for school and health facilities is addressed above and agreed that it would be difficult to justify a new library development.

For the next meeting, need to look at all the remain policies which are relevant to Sutton North.

2. Status of Actions from Review of the Neighbourhood Planning Worksheets

- i. Action: Mark to place documents relating to minutes and key decision points on the website
- ii. Action: Mark to place relevant documents submitted to East Cambs designating the area on the website
Information available, action to be completed
- iii. Initial survey sent to residents in January/February 2015 (?)
- Action: Mark to put survey on the website
- iv. Public meeting to present results back to residents
- Action: Mark to put results presentation on website
- v. Open forum in October 2015
- Action: Mark to put Alex Munro report on Parish Council website
- vi. Update to residents in Christmas 2015 Pepperpot
- Action: Rosie to look out Pepperpot update
Not yet completed
- Action: Mark to put Pepperpot update on website
Waiting for information
- vii. Publicised the vision and objectives and requested feedback
- Action: Mark to put vision and objectives results on website
- viii. Business Forum in May 2016
- Action: Mark to put business forum report on website
Information available, action to be completed

- ix. Summer newsletter and survey to residents on draft policies
 - Action: Mark to put inside page of summer newsletter on website
 - Action: Mark to put survey results on the website
- x. Demographic Profile of the Local Population
 - Action: Rosie to speak to parish councillor who may be able to collate this information
 - Demographic work undertaken, outcome needs to be reviewed
- xi. Local Employment and Industries
 - Action: Lisa to collate relevant information
 - Information now supplied but needs to be reviewed
- xii. Land use and planning
 - Use local plan map
- xiii. Housing
 - Action: Rosie to see whether this can be collected along with demographics
 - This is included in the demographics report, needs to be reviewed
- xiv. Transport
 - Action: Mark to collate information
 - Will collate from traffic survey results
- xv. Historic Environment
 - Action: Lorna to collate information (Lorraine Brown)
 - Information received, to be reviewed
- xvi. Natural Environment and Special Landscape Designations
 - Action: Rosie to approach caretaker
 - Work undertaken, results to be reviewed
- xvii. Community Infrastructure
 - Action: Shelagh to collate information
 - Initial draft circulated, needs to be reviewed, some further sources of information identified including a proposed meeting with the Assistant Clerk to obtain details on the Parish Council facilities and village groups
- xviii. Action: Discuss development of planning policies with Ian Poole at meeting next week
 - Done, updated report subsequently received that now requires review
- xix. Action: Rosie to find out whether 6 weeks pre-submission is affected by purdah
 - Rosie has received information from the legal officer at East Cambs but it is not very clear.
- xx. Action: Rosie to identify the timescale to complete the independent examination
 - No update

Date of Next Meeting: Monday 27th February at 7.30pm further reviewing the report from Ian Poole on the policies