

## **Neighbourhood Plan Working Party**

### **Meeting, Brunel Room**

**Monday 27<sup>th</sup> 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:**

For this policy an accompanying map is needed:

Action: Shelagh to identifying areas outside of the conservation area  
Shelagh presented the maps of the village on which she had identified the conservation area and buildings throughout the village which are more than a century old. This was cross-checked with the ECDC's agreed Buildings of Local Interest register.

Outside of the conservation area and eight additional areas: (i) Bury Lane, (ii) 17 to 43 The Row, (iii) cluster around The Royal Arms in Station Road and (iv) east side of Pound Lane (v) High Street from the Brook to Bellairs, (vi) The Chequers, (vii) area surrounding the Grove and (viii) area around the Fish and other old houses on the far side of the Gault.

##### **Sutton North Policies:**

To include:

##### **Policy NP1c updated taking in Policy NP2c:**

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 as part of the Sutton North development to achieve the Fields in Trust guidelines.

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

To incorporate play areas for toddlers, juniors and youths into the plans for the Sutton North development to achieve the Fields in Trust guidelines.

To enable provision of suitable land in the village for a new burial ground and additional allotments.

To protect existing landscape and wildlife features in any large scale development to the north of the village integrating new extensive landscape and wildlife areas.

Action: Rosie to collate evidence on Field in Trust guidelines and on the burial ground demand

**Policy NP5b:**

All key elements are captured in earlier policies.

**Policy NP6a:**

A site development brief for the Sutton North development should consider access and circulation issues for all modes of travel.

At next meeting the objective will be to review the remaining policies. Proposal is to have all policies printed out to enable them to be easily reviewed.

**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: Wednesday 22<sup>nd</sup> March at 7.30pm completing the review the report from Ian Poole on the policies**