

# **Neighbourhood Plan Working Party**

## **Meeting, Brunel Room**

**Monday 30<sup>th</sup> January 2017**

**7.30pm**

## **Minutes**

**Those in attendance: L. Dupre, R. Hughes, M. Inskip, S. Partington**

**Apologies: S. Smith**

### **1. Email from Linden Homes**

Barry Maynard from Linden Homes had provided a report to the Parish Council for consideration by the Neighbourhood Plan working party. It was primarily concerned with the size of the proposed development on land north of the Brook. The 'hybrid' planning application from Linden Homes is for detailed planning permission for 77 homes and outline permission for a further 350 homes.

The original call for sites was for a development of around 250 homes and the district council SUT.H1 policy is in line with that figure. The Parish Council at its last meeting requested modification in this policy such that the policy restricts the development to a maximum of 250. The Parish Council at its last meeting expressed concern about the impact on local infrastructure of a larger development, in particular the primary school. Currently the primary school is 1.5 form entry, i.e. PAN 45 children per year, currently NOR around 318. Moving to 2 form entry would allow an increase of 105 children.

There was also concern that the drainage measures (the swale) may have been included in the calculation of public open space.

### **2. Review of Draft Policies**

#### **Policy NP1a:**

Proposing 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

Action: Shelagh to identifying areas outside of the conservation area

Policy NP1b, NP1c and NP1d:

Need to look to replace these three policies with a specific policy for Sutton North. There are other policies that may also be relevant to Sutton North.

**3. 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.
  - Action: Lorna to follow up with the County Council legal officer
  - More information and guidance received, primarily focusses on the need to avoid anything which could be seen as promoting County Council election candidates (action closed).
- xx. Action: Rosie to identify the timescale to complete the independent examination
  - No update

**Date of Next Meeting: Monday 16<sup>th</sup> February further reviewing the report from Ian Poole on the policies**