**Neighbourhood Plan Working Party Meeting, by Zoom**

**7.30pm on Monday 28th June 2021**

**Minutes**

**Those in attendance: R. Hughes, M. Inskip, S. Partington, L. Dupre, I. Poole, R. Harker,   
A. Scott**

**Apologies: S. Smith**

1. **Neighbourhood Plan boundary**

Previous Action: Clerk to write East Cambs District Council to request for amendment of Sutton Neighbourhood Area boundary to align with the current Parish boundary

This has now been completed and the new plan boundary approved by East Cambs District Council. See the letter from the Parish Council; <https://www.eastcambs.gov.uk/sites/default/files/Letter%20to%20Ed%20Dade%20Re%20NP%20boundary.pdf>   
And the map confirming the new area;  
<https://www.eastcambs.gov.uk/sites/default/files/Map%20of%20Sutton%20Neighbourhood%20Area%20May%2021.pdf>

1. **Design Code**

Shelagh and Mark met with Giuseppe Verdone and Ben Castell from Aecom on Friday 4 June lunchtime in Sutton. Giuseppe and Ben had toured most of the village in the morning and were due to tour the west of the village and Sutton Gault in the afternoon.

It is expected that Aecom will be able to provide a draft Design Code by mid-July.

1. **Housing Needs Assessment**

There is no update from Omar Ezzet at Aecom on the status of the development of the Housing Needs assessment, however this is expected shortly.

1. **Grant Funding**

The clerk confirmed a grant of £8,627 had been confirmed by Locality which needs to be spent by 31 March 2022.

1. **Traffic and Transport**

The Parish Council’s Traffic & Transport working party has identified a proposed list of new Community Actions to be added to the updated plan. This has still to be written up by the working party.

1. **Sports & Recreation**

The Parish Council’s Sports & Recreation working party has yet to review the Sport, Recreation and Leisure chapter.

1. **Biodiversity**

The working party reviewed the “SPC Biodiversity Chapter AJS 200421” written by Alex Scott. This set out the policy situation and a range of ideas.

The existing Neighbourhood Plan designates seven local green spaces. It will be possible to add additional local green spaces as part of the review provided the new spaces meet the NPPF criteria.

Action: All working party members bring forward suggestions for additional green spaces before the next working party meeting

Alex explained a number of ideas which would help compile a more comprehensive picture of the biodiversity in the village. It was agreed that we should add a new **Community Action to build a comprehensive register of biodiversity in the village working with local volunteer experts**.

The updated Neighbourhood Plan should build on the new East Cambridgeshire District Council Natural Environment Supplementary Planning Document (SPD) which sets out the District Council's approach to the natural environment and provides advice on policy requirements relating to issues such as: 'net gain' in biodiversity through development proposals, protection of existing nature sites, protection and provision of trees, and supporting the Council's position in relation to the recently adopted Local Nature Partnership vision to 'double land for nature' by 2050 across Cambridgeshire.

We could also look at improving biodiversity policies by finding example in other Neighbourhood Plans such as the plan for Buckden; <https://www.huntingdonshire.gov.uk/media/5117/buckden-neighbourhood-development-plan-referendum-version.pdf>

Protecting;  
“Sites of biodiversity value and importance for Priority Species in Buckden Parish, as identified and mapped in the Neighbourhood Plan, will be safeguarded from development, with protection prioritised (as informed by the Wildlife Review evidence document).

Development proposals that have a significant adverse impact on biodiversity will not be supported unless they retain and enhance the existing network of wildlife-rich habitats, ecological networks, wildlife corridors and stepping stones that

connect them, especially where Priority species and the habitats they depend on are known to be present.”

Net Gains;  
“All developments will be expected to provide net gains at both habitat and species level, (i.e. increasing species diversity), that does not come from the detriment of Priority Species and the important wildlife sites in the Parish identified in this Plan.

Developments will be expected to design in green infrastructure measures that are sensitive to the Parish’s particularly rich biodiversity with generous biodiversity Implementation and Management Plans part of design and layout.”

Finally we noted the need to update chapter 7 Biodiversity and the Natural Environment of the Neighbourhood Plan.

Action: Alex to review chapter 7 of the existing Neighbourhood Plan and create a list of suggested changes, updates and additions

1. **Review of the Schedule**

Ian gave a verbal update of the latest schedule. Writing the plan is now likely to take place in August and September with a review by the Parish Council in October. This would the followed by consultation in November and December.

Action: Ian to update and circulate the latest schedule after meeting

It was also agreed that it would be good to aim to have a stand at Sutton Feast’s Party in the Park’ on Saturday 4 September. This would provide an opportunity to gather feedback on the Aecom Design Code and Housing Needs assessment, and to explain the consultation later in the year.

**Date of Next Meeting: Monday 2 August at 7.30pm by Zoom**