

SWANTON MORLEY NEIGHBOURHOOD PLAN STEERING GROUP

A meeting of the Swanton Morley Neighbourhood Plan Steering Group was held in Swanton Morley Village Hall on Monday 17th October 2016. The meeting commenced at 7pm.

Present: Mr R. Atterwill (Swanton Morley Parish Council) Chairman
Ms Y. Hendry (Greengate resident) Vice Chairman
Mr G. Curran (Keith Road resident)
Mr L. Brooks (Keith Road resident)
Mr S. Westbury (Parish Councillor)
Mr S. Taylor (Liberator Close resident)
Mr D. Sadler (Town Street resident)
Mr S. Vincent (Abzag – Neighbourhood Plan Consultant)
Mrs F. LeBon (Clerk to Swanton Morley Parish Council)
There were no members of the public in attendance

Time Allocated to the Public

No matters raised

1) Welcome

Mr Atterwill welcomed everyone to the meeting and thanked them for attending.

2) To Receive Apologies for Absence

Apologies for absence were received from Mr R. Brownlow, Mr G. Palmer and Mr J. Keith

3) To Receive Declarations of Interest

None raised.

4) To Agree Minutes from 3rd October 2016 as a True and Accurate Record of the Meeting.

Mr Curran proposed that the minutes be accepted as a true and accurate record of the meeting, seconded by Mr Brooks and carried.

5) To Receive Matters Arising from Minutes 3rd October 2016

The Clerk advised that the Parish Council had adopted the Steering Group's decision in full, in its response to Breckland District Council's Local Plan consultation.

6) To Consider the Initial Draft of the Swanton Morley Neighbourhood Plan

Mr Atterwill advised that he had visited the Norfolk Records Office, and as a result will be able to provide a brief history of Swanton Morley for the Neighbourhood Plan, which will give the examiner a flavour of the village, and give all readers evidence of how the village has always changed and progressed.

Mr Vincent reported that he has fine-tuned the policies, as agreed by the Steering group at the meeting of the 3rd October. The front cover has been completed and Mr Vincent will add the date when required.

Mr Vincent stressed the need to agree the ambitions noted, as this will show the examiner what the Neighbourhood Plan is trying to achieve. Mr Atterwill added that the ambitions were identified by public consultation.

Policy 1 – Protecting the Identity of Swanton Morley

The policy was agreed as:

Development will not be supported outside of the built up area boundary (settlement limit), individually or cumulatively, if it would result in increasing the coalescence between Swanton Morley

and neighbouring parishes (in particular Dereham) or reducing the separate identity of Swanton Morley by:

- 1) Reducing the openness and visual break between Swanton Morley and Dereham, or
- 2) Increasing the intensification of development within existing curtilages that would lead to an increased sense of coalescence.

The ambition was agreed as:

This policy seeks to maintain Swanton Morley as a distinct and separate village with its own identity.

Policy 2 – Residential Development Sites

The policy was agreed as:

The primary focus of new residential development in the Swanton Morley Neighbourhood Plan area will be within the three allocated housing sites identified on the Map X (to be added) as:

- 1) LP(098)013;
- 2) LP(098)014; and
- 3) LP(098)016

Planning applications for these three allocated housing sites will be supported where they comply with the other policies within the Swanton Morley Neighbourhood Plan and the requirements of other development plan policies.

The ambition was agreed as:

This policy seeks to achieve an appropriate, needs based, growth that will guide the location of new development in Swanton Morley in a holistic manner. Enhancing the village, making it 'more joined up', providing better connectivity and access whilst enabling the infrastructure to be improved.

Policy 2b – Enabling Growth on Sites LP(098)014 and LP (098)016

This policy was further fine-tuned to include sustainable methods of transport, such as cycling and walking, as well as the original wording to include the widening of Hoe Road East. The policy is being made problematic by Breckland District Council changing the housing allocation. The Clerk advised that Breckland District Council's consultation on housing allocation ends on 31st October.

The Steering group needs to specify exactly what it requires for this policy from an infrastructure perspective to enable development on the site currently deemed as alternative sites along Hoe Road East.

Policy 3 – Local Letting

The policy was agreed as:

Any new developments that incorporate an element of affordable housing to include, within the Section 106 Agreement, that in the first instance 33% of the affordable housing will be made available to people with a local connection to Swanton Morley using the following cascade criteria:

- a. Residents of Swanton Morley parish for the last three years.
- b. Households who need to move to Swanton Morley parish to give or receive support from or to close family or relatives who are residents of Swanton Morley.
- c. Former residents of Swanton Morley parish 3 of last 6 years.
- d. People who work in Swanton Morley parish for three years.
- e. Residents of Swanton Morley parish.
- f. Residents of the adjacent parishes Bylaugh, Elsing, Hoe and Worthing.
- g. Residents of Breckland District.
- h. Any other person

The ambition was agreed as:

This policy seeks to create the opportunity for Swanton Morley residents or those with connections to Swanton Morley, who are on the housing register, to have the ability to access affordable housing in Swanton Morley.

Policy 3b – Exception Sites

Discussions occurred as to how an exception site policy would add to Breckland District Council's current policy of DC5 for exception sites. Concerns were raised over Breckland District Council's definition of 'local' and as a result it was felt that a policy was needed.

Mr Vincent advised that as part of the NPPF, a certain level of market housing can be provided on an exception site to make the site viable.

Mr Vincent stressed the need for local people wishing for this type of housing, to be on the housing register.

The policy was agreed as:

Development of affordable housing on an exception site will be supported where:

- a. There is an identified social local need within the parish of Swanton Morley
- b. It can be demonstrated that there is appropriate support by parish council support
- c. 100% of the housing will be for Swanton Morley residents / as per the above local lettings policy
- d. It comprises of infill and rounding off development of Swanton Morley at the appropriate scale;
- e. It is of an appropriate scale and design to other dwellings in the locality and will be limited to the housing need identified in Swanton Morley;
- f. The design contributes to enhancing the historic nature and connectivity of communities.

Supporting information must be included with all applications on how the proposal as set out would justify the departure from the settlement hierarchy and support sustainable development in Swanton Morley.

The Swanton Morley Local Lettings Policy Cascade System will be used for applicants for these dwellings.

Infill is defined as: building taking place on a vacant plot in an otherwise built-up street frontage.

Rounding off is defined as: the completion of an incomplete group of buildings on land which is already partially developed and in such a way which will either complete the local road pattern or finally define and complete the boundaries of the group. Such rounding off should not change or distort the character or tradition of the group or the settlement in any undesirable way.

The ambition was agreed as:

This policy seeks to create the opportunity for Swanton Morley residents or those with connections to Swanton Morley, who are on the housing register, to have the ability to access affordable housing in Swanton Morley. Local community support must be demonstrated.

Policy 3c – Delivery of Planning Obligations

This policy was created to ensure that the village obtains the best value from planning obligations, as this had not been demonstrated in the past. In its present form it included specifications on how any potential CIL funding should be spent, but concerns were raised as to how restrictive this would be in the future. Mr Vincent and the Clerk are to tighten up the wording on this policy and agree an ambition to ensure this policy achieves the objective of the parish.

Policy 4 – Local Green Space

The policy was agreed as:

The Neighbourhood Plan designates the following locations as Local Green Spaces as shown on the proposals map.

Applications for development on the identified local green spaces, which would adversely affect their function, as open green spaces will not be permitted.

- 1) Gray Drive
- 2) Thompson Close
- 3) Middleton Avenue

The ambition was agreed as:

This policy seeks to provide special protection for three key areas of green space through its designation as 'Local Green Space', as defined in the NPPF paragraph 76, 77 and 78, which the local community has identified of particular importance to them.

Policy 5 – Protection of Open Space

The policy was agreed as:

Proposals for development, which would result in the loss of part or all of an Area of Important Open Space, as defined in Table 1 [Areas of Important Open Space within Swanton Morley] and Maps [X] it will not be permitted unless it can be demonstrated that the benefit to the local community outweighs the loss.

The following open space being protected were agreed as:

- Gooseberry Hill Playing Field
- The village green
- The Town Street Bowling Green
- The cricket club field
- The Village Hall playing field
- The youth football pitches.
- The allotment site
- Davidson Park
- The school playing field
- Mill Common
- Burgh Common
- Little Common
- North Avenue play area
- Edwards Close play area
- Robertson Barracks sports pitches.

It was further agreed not to include the disused airfield.

The ambition was agreed as:

This policy seeks to recognise the importance of these areas to the village and as areas of recreational and visual value. The policy is not seeking 'Local Green Space' designation'.

Policy 6 – Management of Open Space

The policy was agreed as follows:

Where new developments provide elements of green infrastructure (such as open space, natural green space, recreational areas, allotments, community woodland and orchards) the Developer will be required to demonstrate an effective and sustainable management programme for them by having:

- a) an effective transition to the Local Authority ownership; or
- b) an effective transition to the Swanton Morley Parish Council ownership with suitable funding to cover projected future upkeep costs for at least the next ten years; or
- c) an appropriate legally binding arrangement for management by an established management company with a viable and sustainable business case and operating model.

The ambition was agreed as:

This policy seeks to provide longevity for the management of open space in a sustainable way, with option (b) as the preference.

Policy 7 – Important Views

Pictures of views have been placed in the dropbox file. These are to be considered for agreement at the next meeting, with an attempt to narrow this down to 2-3 important views.

Policy 8 – Accessibility and Biodiversity

The policy was agreed as follows:

Where green infrastructure is provided as part of any new development it should aim to improve biodiversity and connections with existing open spaces in and around Swanton Morley.

All new development should maximise opportunities to enhance connectivity and encourage the use of existing footpath and cycleway links to the wider parish and countryside.

The ambition was agreed as:

This policy seeks to enhance the rural setting and provide habitats for wildlife whilst improving access to the countryside and woodland.

Policy 9 – Design of New Development

The policy was agreed as follows, with the exception of item 3 relating to housing mix, which requires further investigation.

New development, including infill development and residential extensions, should preserve and enhance the village of Swanton Morley and be in accordance with the following criteria:

- 1) Respecting and protecting local heritage assets and their settings whilst protecting natural assets, enhancing the natural environment and biodiversity;
- 2) Recognising and reinforcing the distinct local character in relation to height, scale, density, spacing, layout orientation, features and materials of buildings;
- 3) Provide a mix of house types and tenures, with an emphasis upon; first time buyers / starter homes / local needs ; and good quality accommodation for elderly people;
- 4) Designing housing proposals to reflect existing residential densities in the locality of the scheme;
- 5) Design of roads and parking areas within any site should minimise the effects on pedestrians, in particular safeguarding children in areas where they walk or play, and avoid the opportunity for indiscriminate parking by residents and visitors;
- 6) Incorporating adequate landscaping to mitigate the visual impact of the development and to ensure that proposals merge into the existing rural village context and respond to the wider countryside setting;
- 7) Ensuring boundary treatments reflect the distinct local character in relation to materials, layout, height and design. In areas where there is no boundary treatment and gardens are unenclosed, new development should seek to replicate this openness;
- 8) Landscape proposals should form an integral part of the site's design, with in particular trees and hedgerows retained unless their value is deemed low following surveys in accordance with established practice;
- 9) Where sites contain or abut a watercourse or land drainage ditch, provision must be made for maintenance by ensuring appropriate access for clearing silt and controlling vegetation.
- 10) Incorporation of appropriate methods of energy generation and conservation in all new builds
- 11) New development should provide sufficient external amenity space, refuse and recycling storage facilities.
- 12) Street lights should be to the Parish Council standard

The ambition was agreed as:

This policy seeks to ensure any new development is designed to a high standard and to promote a village community that is vibrant and diverse.

The matter of housing mix was discussed. The Clerk advised that there was one or two bedroom market houses built on the new Rectory Road development, and the size of the dwellings was much greater than Breckland District Council's standard size of dwelling. The Clerk is to send this evidence to Mr Westbury and Mr Vincent to tighten up the wording on housing mix.

Policy 10 - Parking Provision (for New Homes)

The policy was agreed as follows:

New residential developments must provide the following minimum number of off-street car parking spaces per dwelling:

1 or 2 bedrooms 2 spaces

3 bedrooms 3 spaces

4 or more bedrooms 4 spaces

Accessible communal car parking areas of an equivalent provision will be considered as an acceptable alternative in appropriate locations.

The ambition was agreed as:

This policy seeks to ensure adequate off-road parking is available to residents to prevent the mistakes of a recent development and generally to reduce pavement parking.

Policy 11 – Flooding

The policy was agreed as:

Development proposals, which are likely to increase the risk of surface water flooding will not be permitted. Applications for planning permission for development of 9 or more dwellings must be accompanied by a flood risk assessment that considers surface water flooding and, where appropriate, mitigation measures.

The ambition was agreed as:

This policy seeks to ensure that new development does not cause flood related problems, especially associated with surface water run-off. There is recognition that some open land can perform many functions, such as recreation, biodiversity, wildlife and flood risk mitigation.

Policy 12 – Mobile and Broadband Communications

The policy was agreed as:

Enhancement of mobile communications and implementation of new ‘superfast broadband’ infrastructure that serves the Parish will be supported.

The ambition was agreed as:

This policy seeks to facilitate the improvement of modern communications and enable greater access to on-line services.

Policy 13 – Employment and Local Shops

The policy was agreed as:

The Swanton Morley Neighbourhood Plan supports planning applications that seek the creation of employment opportunities in new small commercial and office units that fit within the surroundings and which are appropriate both in scale and environmental impact and new local shops that enhances and increases the range and type of shop.

The ambition was agreed as:

This policy seeks to see the continuation of a thriving local community, supporting local business and employment.

Policy 14 – Additional Community Facilities

The policy was agreed as:

Planning applications relating to the provision of additional community facilities, especially parking near the school, additional recreational space, play space and sports facilities will be supported where they comply with the requirements of other development plan policies.

The SMNP seeks to ensure that additional provision of additional local facilities meets the growing local community needs.

The ambition was agreed as:

This policy seeks the provision of additional facilities and amenities that support village life for residents.

Policy 15 – Traffic Impact

The policy was agreed as:

New development (both residential and commercial) proposals will be expected to quantify the level of traffic movements they are likely to generate and its cumulative effect with other developments in Swanton Morley and surrounding parishes. They will also be expected to assess the potential impact of this traffic and include measures to mitigate any negative impacts on road safety, pedestrians, safe road crossings, cyclists, parking and congestion within Swanton Morley.

The ambition was agreed as:

This policy seeks to maintain road safety. Where potential additional traffic levels are identified, then measures are implemented to mitigate any likely impact.

7) To Consider any Further Matters Relating to the Neighbourhood Plan

Mr Atterwill stressed the need to adhere to the timetable and begin the consultation process at the beginning of January. To do this, the Parish Council needs to sign off on the document at their meeting in December.

8) To Agree Items to be Considered by Swanton Morley Parish Council

None raised

10) To Agree Date and Time of Next Meeting

This is to be arranged.

The meeting closed at 9.40pm

_____ (Chairman) _____ Date