Brandeston Parish Plan – Steering Group Meeting Minutes – 10/10/2007

Venue: Brandeston Village Hall

Present:

Nick Holland-Brown
Graham Edhouse
Paddy Fielder
Annie Law
Sarah Thorne
Peter Thurlow
Nick Hayward

Hilary Hanslip   SCDC, for initial part of meeting

1. Item 1 - Apologies:

Alastair Chapman, Clemency Cunliffe, Roger Cunliffe, David Fletcher, Laurie Moody, Henrietta Rogers

Note, David Fletcher and Laurie Moody have withdrawn from the Steering Group and future meetings.

2. Item 2 - Minutes of Previous Meeting

Accepted.

Note that Item 4 taken at this point.

3. Item 4 – SCDC presentation of Core Strategies

Hilary Hanslip of Suffolk Coastal District Council presented the current position on Planning. SCDC Planning Unit is staffed by:

- Steve Brown   Planning Policy Manager
- Hilary Hanslip   Principal Planning Officer
- Mat Deacon   Planning Officer
- Eleanor Keating   Planning Officer

Planning comprises Planning Policy – the subject of this presentation – and Planning Development & Control.   The former looks at the policies for the next 20 years and the latter deals with planning applications in the light of those policies.

2007 sees the transition from the old style planning mechanism to the new, which was optimistically due to be in place during 2007. Under the old approach a Local Plan existed; this is to be extended until the new plan is adopted. The new system will have a Core Strategy (including Development Control Policies) together with Site Specific Allocations & Policies (covering villages), Structure Plan, and Action Plans for Felixstowe and Leiston/Saxmundham. See Appendix A for SCDC outline material.

The Core Strategy (CS) document has been out for consultation and the Brandeston PC has submitted a response and SCDC now expects to have a draft for consultation with the Government by January 2008. **There will only be 6 weeks for comment**. It will include 100 policies taken from the old plan as a start position. It is important that Brandeston contributes to the consultation stages when the draft Core Strategy is ready. The CS counts for nothing until approved by Government.

The hierarchy is that Central Government dictates to East of England, then to SCDC, which guides the Core Strategy. Appendix A shows the myriad of documents – outlined in two ways - which are intended to be considered during derivation of the strategies, and the future Brandeston Parish Plan will form one of the local plans as a tiny input to the debate.

SCDC is seeking `evidence-based' local plans of high quality whose input can be considered valuable and which broadly conforms to overall strategy. Brandeston should state what is right for Brandeston (HH recommendation). Brandeston may choose to band together with neighbouring parishes to present one approach, but HH did not see that as having a greater impact; more being down to quality.

4. Item 3 – Matters arising

Actions from last meeting completed except for those carried forward, see below.

5. Item 5 – Budget & funding application

Submitted by AC via the Clerk to the Parish Council. Result anticipated within 4 – 6 weeks.

6. Item 6 – Questionnaire

Final amendments to the questionnaire were agreed. The document would now be prepared in pdf form as version 3 ready for printing but held awaiting funding from DEFRA. A second estimate on cost was needed.

A draft flyer was approved and would be issued to the village some 2 weeks ahead of the questionnaire to prepare the ground.

Analysis of the results would be done by recording the results in Excel spreadsheets and summarised to produce charts/graphics as required to support the final report.

7. Actions

List contacts (stakeholders) to be involved in consultation (eg Brandeston Hall, Queen's Head PH, tourists at the pub).   **ACTION ALL (C/F)**

Seek review of Questionnaire via the Coffee Morning event.   **ACTION NH (C/F)**

Draft visitors' questionnaire sheet.   **ACTION AC (C/F)**

Prepare Version 3 of questionnaire ready for printing   **ACTION NH**

Prepare final version of flyer   **ACTION NH**

Obtain estimate on print costs for questionnaire   **ACTION AC**

8. Item 7 – AOB

None.

9. Item 8 - Date of Next Meeting

Thursday 22 November 2007, 8.00pm, Brandeston Village Hall.

Nick Hayward 11/10/2007

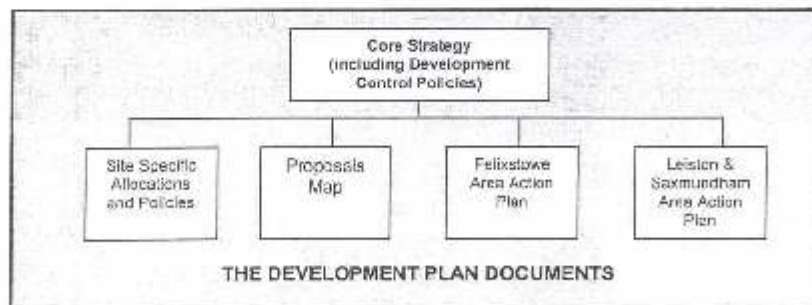## 10. Appendix A – SCDC Planning Policy outline

1.1 NEW TYPE OF PLAN

1.1.1 The District Council is preparing a new type of plan that will replace the adopted Suffolk Coastal Local Plan (including First and Second Alterations). This will be called a Local Development Framework and consist of a folder of documents like this:

THE LOCAL DEVELOPMENT FRAMEWORK
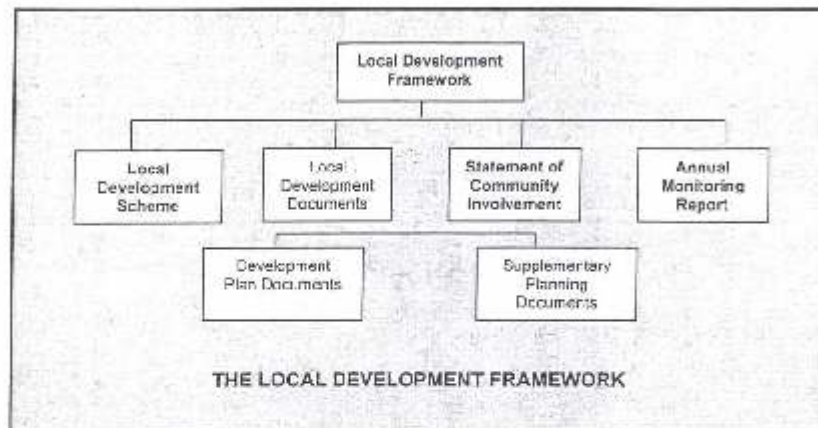
- bold text highlights those documents currently adopted and/or published

1.1.2 There will be five Development Plan Documents as set out below. The most significant of these will be the Core Strategy, as this will establish the context for the remainder. It will also contain generic Development Control Policies covering the whole district that will be used in the determination of planning applications. Two other Development Plan Documents will be prepared. The Site Specific Allocations and Policies will relate to specific areas or places, e.g. towns and town centres. Where specific sites are allocated or designated for particular use these will be shown on the separate Proposals Map.

1.1.3 Area Action Plans will be prepared at a later date. These relate to areas where change is to take place and will set out an implementation plan for that change.

THE DEVELOPMENT PLAN DOCUMENTS

LOCAL DEVELOPMENT FRAMEWORK - CONTENTS

OTHER DOCUMENTS

DEVELOPMENT PLAN DOCUMENTS

Local Development Scheme

Annual Monitoring Report

Statement of Community Involvement

Supplementary Planning Documents

Local Development Framework

Core Strategy

Site Specific Allocations

Adopted Proposals Map

Area Action Plans

JARGON BUSTER

Regional Spatial Strategy (RSS) – the overarching Plan for the development and use of land in the region to 2021. The emerging new RSS (prepared by the Regional Assembly for the East of England but adopted by the Secretary of State) provides the planning framework for the East of England (including how many houses should be built).

Local Development Framework (LDF) - This is the collection of documents that together will provide the planning policy framework for the District. It will eventually replace the Suffolk Coastal Local Plan.

Local Development Scheme – a document containing a description of each document forming part of the LDF and a timetable of when it will be prepared.

Statement of Community Involvement – a document setting out how the Council intends to engage with the public in the preparation of the LDF

Annual Monitoring Report - a document containing an assessment of each development plan document in terms of whether it is achieving its objectives.

Development Plan Document (DPD) – The documents which form the statutory development plan for the District (together with RSS) and are the subject of an independent examination. They include the following:

• **Core Strategy** - provides the strategic planning overview for the district. It sets out a long-term vision for the District, and the strategic objectives and policies to deliver that vision. The strategy also contains core policies to be used in the determination of planning applications.

• **Site Specific Allocations** - identifies sites and related policies for a specific type of use eg housing or employment.

• **Area Action Plans** - Documents that provide a planning framework for an area of the District where significant change is proposed. Two are to be prepared – for Felixstowe and a combined one for Saxmundham and Leiston – on a theme of regeneration.

• **Proposals Map** - Ordnance survey map base showing site specific allocations and designations.

Supplementary Planning Document (SPD) - while not part of the statutory development plan, provide supplementary guidance to policies and proposals contained in Development Plan Documents.

HOW DO PARISH AND TOWN COUNCILS GET INVOLVED?

Each Development Plan Document will follow the same process:

1   Pre production *(evidence gathering).*

2   Issues and Options* *(Informal consultation on key issues and how they may be dealt with in the document).*

3   Preferred Options* *(1st formal public consultation)*

4   Submission to Secretary of State* *(2nd formal consultation).*

5   Independent examination.

6   Publication of Inspector's Binding Report.

The public will be able to comment and become actively involved at each of the stages marked ***** above.

An independent Inspector will consider all representations made in response to the submission document and test whether the document as whole is 'sound'. The inspector may require changes be made before the Council can adopt it.

THE CORE STRATEGY - MY TOP TEN BIG ISSUES SO FAR

1   the location of major housing development

2   the scale of development in villages

3   village envelopes

4   affordable housing

5   homes for local people

6   infrastructure and who pays

7   the A14 and A12

8   renewable energy

9   rural economy (including lorries)

10   Felixstowe economy

LOCAL DEVELOPMENT FRAMEWORK
TESTS OF SOUNDNESS

These tests are set out in Planning Policy Statement (PPS) 12: Local Development Frameworks. A development plan document will be sound if it meets the following tests:

Procedural

1. it has been prepared in accordance with the Local Development Scheme;

2. it has been prepared in compliance with the Statement Of Community Involvement;

3. the plan and its policies have been subjected to sustainability appraisal;

Conformity

4. it is a spatial plan which is consistent with national planning policy and in general conformity with the Regional Spatial Strategy for the region and it has properly had regard to any other relevant plans, policies and strategies relating to the area or to adjoining areas;

5. it has had regard to the authority's Community Strategy;

Coherence, consistency and effectiveness

6. the strategies/policies/allocations in the plan are coherent and consistent within and between development plan documents prepared by the authority and by neighbouring authorities, where cross boundary issues are relevant;

7. the strategies/policies/allocations represent the most appropriate in all the circumstances, having considered the relevant alternatives, and they are founded on a robust and credible evidence base;

8. there are clear mechanisms for implementation and monitoring; and

9. the plan is reasonably flexible to enable it to deal with changing circumstances.