

# GREAT ADDINGTON PARISH COUNCIL

Email: [clerk@greataddingtonpc.co.uk](mailto:clerk@greataddingtonpc.co.uk)

Phone 07989493289

## Neighbourhood Plan Committee

### Minutes of the meeting held on 22 September 2022, 7.30pm, Memorial Hall

**Present:** Jan Baines, Jo Blackburn, Helen Buckley, Stephen Chard, Sue Cole, Chris Dean, Pam Dean, David Harlow, Liz Harlow, Elaine Scott (Clerk to GACP), Mike Scott (Chair of GACP), Colin Wilkinson (Consultant)

**Apologies:** Charlie Harlow, Ron Johnson, Nick May

#### 1. Introduction - Plan-It X Town and Country Planning Services Ltd

Colin Wilkinson from Plan-It X is an independent consultant who has worked with various parish and town councils to develop formal Neighbourhood Plans. Great Addington Parish Council (GACP) is considering contracting Colin to support us with developing and submitting our Neighbourhood Plan.

Colin reinforced that a Neighbourhood Plan refers essentially to all development covered by planning regulation, and outlined the main areas included in Neighbourhood Plans:

- Protecting local heritage – which includes not only buildings but other assets important to the residents, e.g., footpaths.
- Nature conservation – which may include River Nene, wildlife corridors, hedgerows etc.
- Green spaces – the plan can be proactive as well as protective, and seek to actively develop green spaces for residents
- Environmental and green issues – for example the plan can look at green energy in house building and also supporting renewable energy production, e.g., large scale solar farms.

Colin identified areas not included directly in Neighbourhood Plans, including traffic regulation and public transport, for example. Also outside the scope of a Neighbourhood Plan are minerals extraction, waste disposal and national policies.

#### 2. Proposed timeline

A previously circulated timeline suggested by Colin was discussed. The process will not be a quick one and we should anticipate it taking in excess of 18 - 24 months. Some elements could cause a timeline to be extended.

The steps of the timeline can be undertaken concurrently rather than consecutively.

#### 3. Work streams

At this stage we do not have enough information to allocate work streams, but this could be a focus of the next meeting.

Work streams could include, for example: developing a questionnaire, identifying green spaces, developing a design code, carrying out a housing need assessment, looking at technical support grants, site viability assessment.

#### 4. Discussion Q & A

The importance of ensuring buy-in to the process and to the plan itself was discussed. The main benefit of developing a Neighbourhood Plan is to protect against unwanted development by stipulating what we do want. For example, within the plan we can identify housing sites and house types (whilst following NNC requirements for % of affordable housing).

The development of the plan should be a transparent process, allowing all residents to be fully informed and involved.

## 5. Next steps and Action Points

- i) GAPC to formally constitute the Neighbourhood Planning Committee and to adopt terms of reference
- ii) To contract a consultant
- iii) To begin the grant application process
- iv) To call the next meeting, to look at the 'how' and 'who' of communicating with the residents of the village.
- v) To gather data through both a questionnaire and through an event such as an exhibition.

The meeting closed at 10.00 p.m.