

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**LOCAL PLAN TASK GROUP**

**Minutes from the Meeting of the Local Plan Task Group held on
Wednesday, 16th November, 2016 at 10.00 am in the Town Hall, Saturday
Market Place, King's Lynn**

PRESENT: Councillor R Blunt (Chairman)
Councillors A Bubb, C J Crofts, I Gourlay, J Moriarty, M Peake (Vice-Chairman)
and D Tyler

Officers:

Alan Gomm, LDF Manager
Alex Fradley, Graduate Planner
Kathy Wagg, Democratic Services Officer

1 APOLOGIES

Apologies for absence were received from Councillors S Sandell and Mrs E Watson.

2 NOTES OF THE PREVIOUS MEETING

The notes of the meeting held on 12 October 2016 were agreed as a correct record.

3 MATTERS ARISING**CIL**

The Chairman updated the Task Group on the current situation with regards to CIL. He explained that the final report would be produced next week. Cabinet Members would be briefed on the report which would be presented to Cabinet on 6 December 2016 and Council on 19 January 2017.

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 URGENT BUSINESS

There was none urgent business.

6 MEMBERS PRESENT PURSUANT TO STANDING ORDER 34

There were no Members present under Standing Order 34.

7 **CHAIRMAN'S CORRESPONDENCE (IF ANY)**

There was no Chairman's correspondence.

8 **GYPSY AND TRAVELLER ACCOMMODATION NEEDS ASSESSMENT - BRIEFING NOTE TO FOLLOW**

The Housing Strategy Officer explained that the Gypsy and Traveller Accommodation Needs Assessment (GTANA) provided an evidence base which was needed to aid the preparation of Development Plan policies for the provision of new Gypsy and Traveller pitches and Travelling Showpeople plots. This enabled local authorities to comply with planning policy and legislation. The GTANA covered the period between 2016 and 2036.

The Task Group was informed that the GTANA was produced by Opinion Research Services (ORS), a professional consultancy which undertook this type of work for local authorities. The study was commissioned by a consortium of eight neighbouring local authorities. Work began in the winter of 2015 and the final report completed in October 2016.

It was explained that the current planning definition of a Gypsy, Traveller or Travelling Showperson was set out in Planning Policy for Travellers Sites (PPTS), published by the Government in August 2015. As the Planning and Housing Act 2016 repealed the previous statutory definition included in the Housing Act 2004, the PPTS was now the sole definition. The key change was that persons who had ceased to travel permanently would not now fall under the planning definition of a 'Traveller'.

In response to the change in definition in national planning policy the GTANA set out three sub-groups derived from the survey work:

1. Households who met the 'Traveller' definition'
2. 'Unknown' households where an interview was not completed, either due to refusal or because the household was not present during the survey period (despite three attempts to establish contact in each case); and
3. Households which did not meet the definition.

The Housing Strategy Officer explained that a total of 55 interviews were completed. A large majority of those who were interviewed did not meet the new planning definition. 2 householders fell into the new

definition category, 99 households that might meet the new definition (unknown) and 51 households that 'do not meet the new definition'.

In relation to the 99 households that might meet the new definition, it was explained that a lot of work had been undertaken nationally and it could be determined that approximately 10% would fall into the new definition.

It was explained that the additional level of need was 5 pitches, and this was set out on page 9 of the report.

The Housing Strategy Officer explained that applications for planning permission would be assessed against a strict criteria based policy.

The Housing Strategy Officer responded to comments relating to:

- The consistency of the wording of the policy with other authorities;
- The effects that the change in policy might have on Gypsies, Travellers and Travelling Showpeople; and how this would be monitored.
- The onus would be on the applicant to provide evidence that they would meet the new definition.
- Temporary travellers and transit sites;

The Chairman thanked the Housing Strategy Officer on the update.

AGREED: That, the update be noted and published on the Council's website.

9 **DEVELOPMENT MANAGEMENT POLICIES - UPDATE NOTE ATTACHED**

The LDF Manager presented the update note circulated with the Agenda.

He explained that some of the policies were still current but some could be amended.

The Chairman suggested that Members should let the LDF Team know if there were any specific ones which they wished to look at.

Reference was made to the following:

- DM16 – Provision of Recreational Open Space for Residential Developments – It was explained that the approach would be simplified and the relationship with CIL would be clarified.
- Was there a policy in place for when a developer did not complete a site.

- Could something be added to ensure that affordable housing was provided by the developer.

AGREED: That the update be noted.

10 **PLACE POLICIES - BRIEFING NOTE FOR KING'S LYNN/DOWNHAM MARKET**

The Graduate Planner provided the Task Group with a paper which outlined revisions of CS03 for the King's Lynn Area and CS04 for Downham Market.

The revisions incorporated the suggestions made by the Task Group Members and the growth option chosen.

The Chairman referred to the recommendations from Historic England and asked whether these needed to be referenced. It was agreed that the consideration needed to be given to the recommendations and how they would be reported, which would be revisited at a later date.

It was reported that Hunstanton was still to come.

AGREED: That the report be noted.

11 **SETTLEMENT HIERARCHY**

The Graduate Planner explained that consideration of the Settlement Hierarchy was previously brought before the Local Plan Task Group. The paper presented at that time focussed upon explaining the theory behind a settlement hierarchy, how our current settlement hierarchy was established, what it was, the need to review it as part of the Local Plan review, and finally a suggested method for the review.

The paper before the Task Group was intended to be a follow-up to that earlier paper; and the results from the study was presented.

It was reported that there had been approximately a 50% response rate from Parish Councils and Parish Meetings despite several reminders.

The Task Group made the following comments:

- Walsoken. The LDF Manager explained that the Council was in regular contact with Fenland District Council regarding the Walsoken fringe. Fenland District Council was proposing a new Garden Town of 12,000 dwellings which the Council had been involved with. Most of that growth would be to the west of Wisbech and within Fenland District Council.
- Employment provision.
- Concern was expressed that Parish Councils may not be aware of what was being proposed in their villages. The LDF Manager

explained that all Local Plan documentation was now available on the website and Borough Councillors could draw that to their attention. It was also explained that it would be difficult to brief Parish Councils in general as there was so many other uncertainties with the plan at the current time.

- Scoring – the Graduate Planner explained how the scoring was worked out and this was detailed on Appendix 1.
- The LDF Manager explained the rationale of linking West Walton and Walton Highway together.
- Councillor Crofts expressed concern regarding West Walton and Walton Highway being linked as West Walton was in Flood Zones 2 and 3 and Walton Highway was in Zones 1 and 2. He explained that all facilities were in West Walton but any planning application for this area failed the sequential test. He considered that they should be de-linked. The Chairman suggested that the two Parish Councils should be written to ascertain their views on the issue.

AGREED: That the results of the study be noted and that the item be presented back to the Task Group at a later date.

12 **ANNUAL MONITORING REPORT 2016**

The Task Group received the monitoring report covering the period from 1 April 2014 to 31 March 2016. The report identified the progress in implementing and updating the Borough Council's development plans during that period. It was reported that local planning authorities were required to prepare such reports under Section 35 of the Planning and Compulsory Purchase Act 2004 (as amended).

The report contained an executive summary covering:

- Economy
- Society
- Environment
- Local Plan preparation
- Duty to cooperate.

The Chairman stated that he was pleased with the report, which had been referred to at the Heacham Planning Inquiry. He asked whether the report should be circulated to all Councillors. It was suggested that an item could be placed in the Members bulletin.

AGREED: That the report be noted.

13 **UPDATE ON LOCAL PLAN REVIEW - TIMETABLE ATTACHED**

The Committee noted the proposed Local Plan Review programme for 2017-2019.

The Chairman asked that more detail be provided in the programme and presented back to the Task Group at the next meeting.

AGREED: That the programme be brought back to the next meeting with more detail included.

14 **CALL FOR SITES UPDATE - VERBAL REPORT**

The Chairman asked the Task Group how they felt the process was going. The Task Group felt that it was more detailed which they felt was helpful.

It was reported that 60 consultation responses had been received. Reminders had been sent but from past experience the bulk of information came in at the end.

AGREED: That the update be noted.

15 **DATE OF NEXT MEETING**

The next meeting of the Task Group would be held on **Wednesday 14 December 2016 at 10.00 am** in the Miles Room, Town Hall, Saturday Market Place, King's Lynn.

The meeting closed at 12.15 pm