

**BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**

**LOCAL DEVELOPMENT FRAMEWORK TASK GROUP**

**Minutes from the Meeting of the Local Development Framework Task Group  
held on Wednesday, 13th July, 2016 at 10.00 am in the Town Hall, Saturday  
Market Place, King's Lynn**

**PRESENT:** Councillor R Blunt (Chairman)  
Councillors C Crofts, M Peake (Vice-Chairman), D Tyler and Mrs E Watson

**1      APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor J Moriarty.

**2      NOTES OF PREVIOUS MEETING**

The notes of the meeting held on 8 June 2016 were agreed as a correct record, subject to Councillor Mrs Watson being added to the list of apologies.

**3      MATTERS ARISING**

Section 106 Agreements

The Chairman informed Members that there was a robust process in place to negotiate with developers regarding commuted sums and Section 106 Agreements.

Following a discussion, it was

**AGREED:** Section 106 Agreements would be incorporated into a future Planning Committee training session.

Maintenance of Open Spaces

The Chairman explained that if the maintenance of an open space was transferred to the Borough Council, a 15 year Agreement with appropriate monetary contributions would be drawn up to cover the cost of maintenance.

Community Infrastructure Levy (CIL)

The Chairman commented that the Borough Council would be required to look at the impact of CIL on Section 106 Agreements.

**4      DECLARATIONS OF INTEREST**

There were no declarations of interest.

5 **MEMBERS ATTENDING UNDER STANDING ORDER 34**

There were no Members present under Standing Order 34.

6 **PLAN REVIEW - CONSIDERATION OF STRATEGIC OPTIONS FOR GROWTH**

The Planner presented the discussion paper prepared in order to explore a number of potential strategic growth options for the Borough Council as part of the Local Plan Review, which covered a 20 year time period from 2016 to 2036.

A discussion took place on the potential options, a summary of which is set out below:

- The Borough Council would be required to justify its decision with supporting evidence.
- There was no concept of how life/work environment would change over the 20 year period.
- Option 2 (with modifications) was considered as the preferred way forward.
- Comments were made regarding potential growth in Watlington, Downham Market, Marham and Hunstanton.
- The need for car parking provision for main railway stations in the Borough.
- Provision of integrated public transport system.
- Need to use motor car in rural areas.
- Improved communications network.
- Development of technology and more people working/trading from home.
- Infrastructure requirements to enable growth to happen.
- Allocation to rural villages.
- Current hierarchy of Key Rural Service Centres.
- Neighbourhood Plans considered as part of the planning application process.
- Potential growth in West Winch once the road infrastructure improvements had been undertaken.
- Deliverability of sites.

**AGREED:** (1) List of Key Rural Service Centres to be emailed to the Task Group.

(2) Definition of Brownfield site to be emailed to the Task Group.

(3) Option 2 be revised following the above discussions and be presented to the next meeting of the Task Group.

7 **CIL UPDATE**

The Planner provided an update on CIL as circulated with the Agenda and advised that a draft CIL Charging Schedule had been submitted on 10 June 2016 and an Inspector appointed. The Public Examination was scheduled for 6 and 7 September 2016 at South Lynn Community Centre.

In response to questions, the Principal Planner (Policy) outlined the role of the Programme Officer.

**AGREED:** (1) The update report was noted.

(2) A briefing note on the role of the Programme Officer would be circulated to the Task Group.

## 8 **EAST OF ENGLAND FORECASTING MODEL - LATEST FINDINGS**

The Principal Planner (Policy) presented the report circulated with the Agenda.

Following comments and questions relating to the Household Projections set out on page 33 of the Agenda, the Principal Planner (Policy) undertook to ascertain a definition of the percentage figures quoted and email a response to the Task Group.

**AGREED:** The Task Group noted the report.

## 9 **SITE ALLOCATIONS & DEVELOPMENT MANAGEMENT POLICIES - VERBAL UPDATE**

The Principal Planner (Policy) explained that the Inspector's Report was expected towards the end of July 2016. The Borough Council had a two week period to undertake a factual check. A report would be submitted to Cabinet on 7 September 2016 and to Full Council on 29 September 2016.

**AGREED:** The update be noted.

## 10 **NEIGHBOURHOOD PLANS - VERBAL UPDATE**

The Planner provided a verbal update as set out below:

- Sedgeford – consultation period on designated neighbourhood area had closed and work would now commence on drafting a Neighbourhood Plan.
- West Dereham – consultation period on designated neighbourhood area had closed and work would now commence on drafting a Neighbourhood Plan.
- Presentations had been made to a number of Parish Councils and expressions of interest on producing a Neighbourhood Plan had been received.

- Brancaster was in the process of reviewing their Neighbourhood Plan.

11 **ITEMS FOR THE NEXT MEETING OF THE TASK GROUP**

The following items were identified:

- Site Allocations and Development Management Policies – Inspector's Report.
- Key Rural Services Centres – to review the current hierarchy.
- Plan Review – Option 2 (with revised amendments)

12 **DATE OF NEXT MEETING**

The next meeting of the LDF Task Group will be held on Wednesday 10 August 2016 at 10 am in the Miles Room, Town Hall, Saturday Market Place, King's Lynn.

**The meeting closed at 11.30 am**