

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, 22nd February, 2017 at 10.00 am in the Miles Room - Town Hall**

PRESENT: Councillor R Blunt (Chairman)
Councillors A Bubb, C J Crofts, J Moriarty, M Peake (Vice-Chairman),
Miss S Sandell, D Tyler and Mrs E Watson

Officers:

Felix Beck, Graduate Planner
Alex Fradley
Alan Gomm, LDF Manager

Those present held a minutes' silence for the late Councillor Ian Gourlay

1 **APOLOGIES**

There were no apologies for absence.

2 **NOTES OF THE PREVIOUS MEETING**

The Notes of the meeting held on 18 January 2017 were agreed as a correct record.

3 **MATTERS ARISING**

None.

4 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

5 **URGENT BUSINESS**

There was no urgent business.

6 **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillor T Parish for Agenda item 11 (2.1 and 3.2).

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

There was no Chairman's correspondence.

8 **LOCAL PLAN REVIEW 2016 - 2036) SITES UPDATE (VERBAL)**

The Task Group received a verbal update from the Planner, a summary of which is set out below.

- Approximately between 550 – 600 sites submitted. 95% had been submitted online, 5% via paper copies. A schedule would be produced which would give information of all sites submitted.
- Location Maps for Downham Market, Castle Acre, Outwell and Upwell were displayed on screen giving examples of sites which had been submitted.
- Scoring matrix used to assess sites submitted.
- The information received would be used to inform the HELAA process.

The Planner responded to questions/comments regarding the importance of flexibility being considered when allocating sites.

9 **THE PROPOSED LOCAL PLAN REVIEW SETTLEMENT HIERARCHY - THREE HOLES (DEFERRED FROM MEETING HELD ON 18 JANUARY 2017)**

This item was deferred from the previous meeting.

Three Holes

A discussion took place on whether Three Holes should remain as a rural village or be included with Outwell and Upwell as a Joint Key Rural Service Centre.

AGREED: The Task Group could not reach a decision on the placement of the settlement within the hierarchy. The Planning Policy Manager proposed that Members waited until the Council started looking at sites for allocation before making a decision, to which the Task Group agreed.

10 **AN OVERVIEW OF THE HELAA (HOUSING AND ECONOMIC LAND AVAILABILITY ASSESSMENT) PROCESS AND THE AGREED NORFOLK METHODOLOGY - DEFERRED FROM ITEM HELD ON 18 JANUARY 2017**

The Planner reminded the Task Group that the Housing and Land Availability Assessment (HELAA) was an appraisal of the amount of land available within the Borough for housing and economic development which was required in order to assess the capacity of suitable land. The period covered was the same as the Local Plan review 2016 to 2036.

The Planer outlined the Norfolk HELAA process as detailed in the report and drew Members' attention to pages 19 and 20 which set out a summary of the process.

In response to questions, the Planner informed the Task Group that a Norfolk wide approach was being adopted and that he was a member of the Norfolk Group.

Comments were made that the methodology was well defined and it was important that all the sites were looked at and assessed within the agreed criteria to ensure a consistent and fair approach was being adopted.

The Planning Policy Manager added that the agreed methodology across the county enabled Councils to work together to deliver housing.

The Planner provided an overview of the assessment process of all sites submitted and how Neighbourhood Plans could be used when considering planning applications.

AGREED: The Norfolk HELAA methodology be noted.

11 **CONSIDERATION OF POLICY SUGGESTIONS - RECEIVED AS PART OF THE "CALL FOR SITES AND POLICY SUGGESTIONS" CONSULTATION**

Under Standing Order 34, Councillor Parish attended for this item.

The Planning Policy Manager referred to the 2016 'Call for Sites and Policy Suggestions' consultation asked for people/organisations/bodies to not only put forward sites for consideration for a variety of uses as part of the Local Plan review (2016-2016), but also suggested policies which during the review process could be taken into consideration. This could include new policies or the modification of existing policies.

The Task Group was asked to comment on the proposed suggestions or put forward additional suggestions.

The Planning Policy Manager advised that the Task Group would need to give consideration to the following policy suggestions:

- Historic Environment.
- Natural Environment.
- Custom and Self-Build Housing.
- Starter Homes.
- Small Sites and Windfall.
- Brownfield Registers and Planning Permission in Principle (PIP).
- Policies for groups with specific needs.
- Government Publications.

In response to questions regarding how the Borough Council would respond to the suggestions put forward during the consultation exercise, the Planner explained that suggested responses to the policy suggestions were set out at Appendix 1.

The Planning Policy Manager drew the Task Group's attention to section 3.2 – further thoughts for policies which had come to the Borough Council's attention recently as set out below:

- Design Expectations.
- Build to Rent.
- Digital Infrastructure.
- Darker Skies.
- Pub Friendly Policy.

In response to questions on how the policies relating to Darker Skies, , the Planner explained that there had been arranged events relating to Darker Skies.

Following questions on the definition of a Brownfield Site, the Planner undertook to circulate the NPPF definition.

Following the meeting, the Planner provided the information as set out below:

Brownfield Site(s) 'Note'

1.1 What is brownfield land? Brownfield land is land that has been previously developed. It can include land with buildings as well as cleared sites. The National Planning Policy Framework provides a definition of previously developed land. The definition excludes some land such as land in built up areas including land occupied by agricultural or forestry buildings; land that has been developed for minerals extraction and parks, recreation grounds and allotments.

1.2 The NPPF definition of Previously Developed Land is provided in full below, (NPPF Annex 2: Glossary):

'Previously developed land: Land which is or was occupied by a permanent structure, including the curtilage of the developed land (although it should not be assumed that the whole of the curtilage should be developed) and any associated fixed surface

infrastructure. This excludes: land that is or has been occupied by agricultural or forestry buildings; land that has been developed for minerals extraction or waste disposal by landfill purposes where provision for restoration has been made through development control procedures; land in built-up areas such as private residential gardens, parks, recreation grounds and allotments; and land that was previously-developed but where the remains of the permanent structure or fixed surface structure have blended into the landscape in the process of time.'

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf

1.3 The Site Allocations and Development Management Policies Plan (SADMP) (2016) provides the same definition, within the glossary, for Brownfield Land or Site:

https://www.west-norfolk.gov.uk/info/20093/site_allocations_and_development_management_policies_plan/514/adopted_plan

The Planner explained that the Government had indicated that a Brownfield Sites Register would be required by local authorities, but to date no Regulations had been issued.

Following further questions on brownfield sites and protecting employment, etc, the Planner explained that there was a policy mechanism in place if a factory became non-existent and how it would come forward (CS10) for housing purposes.

Under Standing Order 34, Councillor Parish addressed the Task Group regarding a number of issues which raised concern in Heacham relating to impact of development in nearby settlements, single access to larger sites and the impact of windfall sites.

The Chairman, Councillor Blunt drew Councillor Parish's attention to the HELAA process and the criteria when allocating sites to satisfy the housing numbers required across the Borough. Windfall sites would be taken into account where appropriate and the importance of have a robust plan in place to deliver sites was highlighted.

The Planning Policy Manager commented that the points raised by Councillor Parish were valid ones and explained that specialists were

used at part of the HELAA process. Norfolk County Council also provided advice which included the wider impact of an area not just a specific site. He added that windfall sites had to be considered on their merits. The Planning Policy Manager explained that when making allocations, those developments which had been committed and completed were taken into account. The Task Group was advised that the White Paper had indicated that windfall sites could be used for additional housing and could be included within the allowance.

Following comments on protecting public houses within villages, the Planning Policy Manager explained that CS10 related to businesses, but undertook to look at a specific policy relating to public houses.

Councillor Parish referred to section 3.2 – Darker Skies and commented that there were both economic and environmental benefits from having a policy and suggested that planning policy followed the recommendations of the CPRE. The Chairman, Councillor Blunt advised that the Council had not yet considered such a policy. The Planning Policy Manager added that the Council would need to decide if it was willing to spend money to develop a policy and consider whether the Council was able to enforce the type of light fitting used by developers.

AGREED: Policy DM15 be amended to include the following sentence: “cumulative impacts from infill coming forward.”

12

REVIEW OF CORE STRATEGY POLICY C505 HUNSTANTON

The Graduate Planner explained that the reviewed policy for Hunstanton should be more strategic than a detailed policy, since the emerging Neighbourhood Plan will include some detailed policies regarding design, replacement parking, open space, etc. Moreover, the Borough Council thinks, that such detailed policies fit better in the Neighbourhood Plan than in the Local Plan.

The Graduate Planner explained that the changed sections of the policy had been printed in bold and the highlighted sections required discussion/comments.

The Graduate Planner explained that the focus for Hunstanton would be on ensuring that as a main town it developed its position as a successful service hub for the local area, while strengthening the role as a tourist destination with year round activities.

The Graduate Planner explained that the 2008 Masterplan was currently being updated and would be available within the next few weeks. The Planning Policy Manager advised that the Masterplan had been undertaken as a regeneration exercise to look at the detail of the town. The Core Strategy had cross referenced to the Masterplan.

The Chairman, Councillor Blunt commented that it would be worth the Task Group having a look at the revised Masterplan and the Planning Policy Manager suggested that the Regeneration Programmes Manager be invited to a future Task Group meeting to give a presentation and provide an overview on the Hunstanton Masterplan.

The Planner explained that further discussion was required to see how the green assets could be included within the revised Masterplan.

The Task Group discussed and considered the above changes.

AGREED: The Regenerations Programmes Manager be invited to a future Task Group meeting to provide an overview of the Hunstanton Masterplan.

13

CONSIDERATION OF HOUSING NUMBER IN THE LOCAL PLAN REVIEW

The Planning Policy Manager explained that the report aimed to explore the flexibility of housing numbers, where the Borough Council currently were, how the Council got there, what was the requirement, what sources of flexibility existed and were available and to propose a potential approach going forward.

The Task Group was advised that there were a number of potential sources of flexibility available to the Borough Council which could be incorporated with the Local Plan Review (2016 – 2036) as set out below:

- Windfall.
- Development Boundaries.
- Strategic Growth Option.
- Neighbourhood Plans.
- Allocate a Percentage above the FOAN.
- At least x Number of Dwellings
- Site Density and Capacity Approach.

Members' attention was drawn to paragraph 11.3 which set out a suggested potential approach. It was considered that this approach would be consistent with national policy, the Council's Local Plan, and assist in both the Local Plan being found 'Sound' and the ability to demonstrate a positive five year housing land supply,.

The Planner responded to questions relating to:

- How the housing numbers accorded with the White Paper.
- How the information contained in paragraph 7.2 would be passed onto the community.
- Model approach.
- Feasibility of housing numbers/current sites.

- Neighbourhood Plans permitted to make their own allocations.

The Chairman, Councillor Blunt suggested that the Task Group give more thought to an alternative to paragraph 11.3 (Neighbourhood Plans) which would be considered and agreed at the next meeting of the Task Group

14 **NEIGHBOURHOOD PLANS - VERBAL UPDATE**

The Planner provided the Task Group with a verbal update as set out below:

Officers to undertake visits to

- East Winch Parish Council.
- Heacham Parish Council

Officers had undertaken visits to:

- Gayton – Officers re-visited Gayton earlier in February 2017.

Officers had provided assistance to:

- Hunstanton
- Snettisham

Examiners appointed for:

- West Winch and North Runcton.
- Walpole Cross Keys.

15 **DATE OF NEXT MEETING**

The next meeting of the Task Group will take place on Wednesday 15 March 2017 at 10.00 am in the Miles Room, Town Hall, Saturday Market Place, King's Lynn.

The meeting closed at 11.59 am