

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 March, 2022 at 10.00 am in the Assembly Room, Town
Hall, Saturday Market Place, King's Lynn PE30 5DQ**

PRESENT: Councillors R Blunt, A Bubb, J Collop, C J Crofts, M de Whalley,
C Hudson, A Kemp, J Moriarty, T Parish, S Sandell and D Tyler

OFFICERS:

Michael Burton – Principal Planner

1 **APOLOGIES**

None.

2 **NOTES OF THE PREVIOUS MEETING**

The notes of the previous meeting were agreed as a correct record.

3 **MATTERS ARISING**

None.

4 **DECLARATIONS OF INTEREST**

None.

5 **URGENT BUSINESS**

None.

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

None.

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

None.

8 **PLANNING POLICY TEAM - CURRENT TEAM AND
RESOURCES**

[Click here to view the recording of this item on You Tube.](#)

The Principal Planner provided the Task Group with an update, as attached.

The Principal Planner clarified that by the end of the month the Planning Policy Team would stand at 2.8 FTE (Planning Policy Manager, Principal Planner and Interim Senior Planner). The target for the team was 3.5 FTE.

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LOCAL PLAN REVIEW - PROGRESS REPORT

[Click here to view the recording of this item on You Tube.](#)

The Principal Planner provided the Task Group with information, as attached. It included a recap of the current situation, summary of key milestones, current focus, and next steps.

In response to questions the Principal Planner explained that Statements of Common Grounds were specific for each area and would be submitted as part of the examination process. He explained that the NNPF in relation to requirements for flood risk management had changed and this had resulted in the Environment Agency raising an objection on a West Lynn allocated site. Agreement between the Environment Agency and Council was being sought for a way to overcome this objection and allow for timely submission of the Local Plan. It was also clarified that the Environment Agency were the lead flood authority for Major Water Courses, which affected the West Lynn site.

The Chair explained that processes had changed a lot and a Statement of Common Ground was required from key partners.

In relation to timescales, it was anticipated that the plan would go out for public consultation and be adopted in Spring 2023. Officers would be mindful of any purdah implications.

Councillor Kemp made reference to the West Winch Strategic Growth Area and the Chair advised her that she should direct her questions to the West Winch Stakeholders Forum as in terms of the Local Plan, West Winch was an allocated site. Councillor Kemp was also advised that she would have the opportunity to make representations as part of the Local Plan consultation process.

Councillor de Whalley raised concerns on flood risk and felt that this had been underestimated in many areas. The Principal Planner explained that the Environment Agency and Norfolk County Council did regularly revisit and revise their flood risk information and any planning applications would be based on the information available at that time.

The Principal Planner provided information on a South Lynn Site (Wisbech Road), which was being promoted by Homes England. The site could come forward as a windfall site, however Homes England would like to see it as an allocated site.

The Chair explained that the GI-RAMS Policy had now been adopted by the Norfolk Strategic Planning Forum. It represented a package of measures for Norfolk as a whole (delivery led by Norfolk CC/Natural England). It would not materially affect the Local Plan, but would require further factual changes and corrections.

Councillor Moriarty referred to the Statement of Community Involvement which was dated 2017. The Principal Planner explained that this would soon be reviewed, but the Local Plan review was prepared on the basis of the 2017 document.

Councillor Kemp commented that a holistic approach to Harding's Pits and the surrounding area was important, and that greenspace should be retained.

In response to a question about Neighbourhood Plans, the Principal Planner provided information on the relationship between the Local Plan and Neighbourhood Plan and how the Council and Neighbourhood Planning Groups should work to ensure that Local and Neighbourhood Plans complemented one another.

The Task Group was also informed that HBF stood for House Builders Federation, and acronyms could be added to the glossary. The Principal Planner responded to questions from Councillor Moriarty relating to AM05 and explained that this was at the request of King's Lynn Civic Society and did not materially change the plan, it was a change to wording.

Councillor de Whalley referred to the Green Infrastructure Plan and that it was dated 2010. He asked if the Norfolk wide Plan would replace this. The Principal Planner explained that factual changes could be incorporated, and revised documents would be cross referenced as required.

In response to a further question from Councillor de Whalley, it was explained that in terms of SSSI's and specialist sites, each policy was underpinned by several plans and policies and signposting, and cross referencing took place, however the Task Group had to be mindful of the level of detail included in the local Plan and what was appropriate. Technical issues (e.g hydrological catchment areas) would be addressed through engagement with Natural England/Local Wildlife Trust and cross referencing from Local Plans to GI Plans.

Councillor Kemp referred to greenspaces and that the NNPF reiterated protection of these. The Principal Planner advised that NNPF Updates were being taken on board throughout the plan-making process.

Councillor Sandell referred to the Sports and Leisure Facilities Review which was being looked at across the Borough.

AGREED: An update on GI-RAMS be presented to a future meeting of the Task Group.

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NEIGHBOURHOOD PLANNING UPDATE

[Click here to view the recording of this item on You Tube.](#)

The Principal Planner provided an update on Neighbourhood Plans, as attached.

In response to questions, the Principal Planner explained that it was advised that Neighbourhood Plans were reviewed every five years, and unless there were fundamental changes, the Plan would not need to go back to Referendum, but it would go through a consultation and examination process, as appropriate.

The matter of processes for Neighbourhood Plan Reviews was raised, with reference to Walpole Cross Keys. The Principal Planner advised that a fundamental change in direction for a Neighbourhood Plan Review would require a fresh referendum.

The Principal Planner informed the Task Group that the 2011 Core Strategy and 2016 Site Allocations Plan set out the Strategic Policies which underpinned the Local Plan. Neighbourhood Plans should not conflict with this, so in effect they worked as local detail being applied to Strategic Policies.

Councillor Parish provided information on the Neighbourhood Plans for Hunstanton and Heacham and the Task Group discussed village boundaries and buffer zones. The Principal Planner advised that these matters (strategic gaps between the two settlements) would be resolved by both Plans going to referendum (16th June 2022).

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DATE OF NEXT MEETING

The next meeting of the Local Plan Task Group was scheduled to take place on 11th May 2022 at 10.00am.

Agenda items:

- Update on GIRAMS
- Follow up from all Members Briefing from the EA on Chalk Streams and Future of the Fens.

The meeting closed at 11.50 am

Local Plan Task Group, 16th March 2022

5 Presentation to accompany main agenda items

Michael Burton (Principal Planner)

Borough Council of
King's Lynn &
West Norfolk



Introduction – Planning Policy update

1. Local Plan Review (LPR) update – where are we now?
2. LPR – how have we got here?
3. LPR – where are we now?
4. LPR – what next?
5. Other matters
6. Conclusion



1. Local Plan Review (LPR) update – where are we now?

- 8 July 2021 – Council approval of plan for Regulation 19 consultation and subsequent submission to Secretary of State
- ↳ • August/ September 2021 – Regulation 19 consultation (8 weeks)
- 28 October 2021 – Summary Regulation 19 feedback presented to LPTG
- Since October 2021 – Processing of documents, in readiness for submission

2. LPR – how have we got here?

- Key milestones in preparation of LPR (since October 2016):

October/ November 2016	“Call for Sites and Policy Consultation” (Regulation 18)
December 2016 – January 2019	Consideration of priority themes/ topics
March/ April 2019	Draft Local Plan Review consultation
May 2019 – June 2021	Refining the Local Plan Review
August/ September 2021	Pre-Submission Draft Local Plan Review consultation (Regulation 19)

- Processing of Regulation 19 representations since October 2021

3. LPR – where are we now?

- Since October 2021 – challenges to Planning Policy team, due to staff illness, retirements etc
- November 2021 – Appointment of Programme Officer – requirement for LPR submission to take place
- February 2022 – Appointment of Interim Senior Planner
- **Current focus** – preparing submission documents, working with Programme Officer and Planning Inspectorate (e.g. examination documents library)



3. LPR – where are we now? [continued]

- Processing of Regulation 19 representations has revealed need to address outstanding objections by statutory consultation bodies through Statements of Common Ground (SoCGs):
 - Environment Agency
 - Historic England
 - Homes England
 - Natural England
 - Norfolk CC – Highway Authority/ Lead Local Flood Authority

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4. LPR – what next?

- Process, from LPR submission, going forward:

March 2022	Submission to the Secretary of State (Regulation 22)
Spring – autumn 2022	Plan Examination (Regulations 23-25)
Winter 2022/ spring 2023	Plan adoption (Regulation 26)

- Key submission documents set out at para 3.2, LPTG LPR progress report
- Post submission, further/ updated evidence base documents may be submitted via Programme Officer, by agreement of Planning Inspector

5. Conclusion

- Local Plan Review (LPR) ready for submission to the Secretary of State (Planning Inspectorate/ PINS) by end of March 2022
- Officers currently finalising getting submission LPR documents together, including preparation of SoCGs with statutory consultation bodies
- Once submitted, the LPR examination begins, with the process transferred to PINS
- Other matters may have implications for Planning Policy team resources; e.g. Neighbourhood Planning

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6. Neighbourhood Planning update

- Several Neighbourhood Plans (NPs) are currently under preparation (led by Town/ Parish Councils) and expected to come forward during 2022:
 - January/ February 2022 – Castle Acre NP passed at referendum and ‘made’
 - Spring 2022 –
 - Hunstanton and Heacham NP referenda
 - Old Hunstanton NP submission/ examination
 - 1st draft Stoke Ferry NP published for consultation (Reg 14)
 - Summer/ autumn 2022 – other NPs anticipated for submission – Downham Market; Gayton and Gayton Thorpe