

**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, 13th January, 2021 at 10.00 am in the Remote Meeting on Zoom and available for the public to view on WestNorfolkBC on You Tube - Zoom and You Tube**

**PRESENT:**

Councillors R Blunt (Chair), F Bone, A Bubb, C J Crofts, M de Whalley, C Joyce, J Moriarty, T Parish (Vice-Chair), S Sandell and D Tyler

**Under Standing Order 34:**

Councillor C Morley

**Officers:**

Alex Fradley, Principal Planner (Policy)

Alan Gomm, Planning Policy Manager

**1 WELCOME AND INTRODUCTIONS**

The Chair informed the Panel that the meeting was being broadcast live on You Tube.

[Click here to view a recording of the meeting on You Tube](#)

The Democratic Services Officer conducted a roll call to confirm attendees.

**2 APOLOGIES**

Apologies for absence was received from Katie Evans and Peter Jermany.

**3 NOTES OF THE PREVIOUS MEETING**

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The notes of the previous meeting held on 2 December 2020 were agreed as a correct record.

**4 MATTERS ARISING**

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Policy LP18 – Decent Home for Residents

In response to comments made regarding widespread support, the Planning Policy Manager reminded the Task Group that Members had discussed this issue and reference had been made within the policy relating to housing standards, but not in the same way as the Motion to be considered at Council on 14 January 2021.

The Chair reminded those present that all Members would have the opportunity to debate the Motion at Full Council on 14 January 2021.

The text set out in this policy to remain as written.

5 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

6 **URGENT BUSINESS**

There was no urgent business.

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

Councillor C Morley was present under Standing Order 34.

8 **CHAIR'S CORRESPONDENCE**

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The Chair advised that he had received correspondence from:

**Holkham Estates**

A letter had been sent to Borough Councillors and officers. The Leader had sent a response on behalf of the Borough Council and a zoom meeting was scheduled with James Wild MP to discuss the correspondence. Councillors Moriarty and Sandell requested to attend the meeting, the Chair advised the two Councillors to email the Leader.

**Request from Clerk of Emneth Parish Council**

Correspondence had been received requesting the withdrawal of a site (G34.1 Emneth) from the site allocations.

The Planning Policy Manager had sent a response advising her of the process to make a representation to the Inspector at the appropriate time.

9 **OUTLINE OF THE PROCESS TO BRING THE LOCAL PLAN REVIEW DOCUMENT TO CABINET/COUNCIL - A GOMM**

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The Planning Policy Manager outlined the process to bring the Local Plan Review document to Cabinet/Council circulated with the Agenda. The Task Group's attention was drawn to the key dates set out below:

- Regeneration and Development Panel 23 February 2021 – the Chair to discuss with the Chair of the Panel.
- Cabinet 16 March.
- Council adopted 8 April 2021.
- Briefings for Parish Councils to be scheduled week commencing 1 March 2021 (three sessions – morning, afternoon and evening. The briefings would provide an overview of the process to examination.
- All Member Briefing.

The Planning Policy Manager and Principal Planner (Policy) responded to questions/comments in relation to:

- List of suspended meetings and methodology to ensure Panels were consulted.
- Future meetings of the Task Group.
- How consultation would be undertaken in King's Lynn.
- Content for briefings for Parish and Town Councils.
- Individual letters to each Town and Parish Council.
- Parish Councils being able to comment on not just their own ward, but other wards. It was explained that anyone could comment on anything within the Local Plan Review.
- Joint Key Rural Service Centre – Outwell and Upwell.

Councillor C Morley addressed the Task Group under Standing Order 34.

**AGREED:** 1) Planning Policy Manager to circulate the key dates to the Task Group following the meeting.

2) Chair to discuss with officers how individual letters could be sent to Parish and Town Councils.

**The Task Group adjourned at 11.05 am and reconvened at 11.15 am.**

10

**LOCAL DEVELOPMENT SCHEME: UPDATE TO INCLUDE ABOVE AND INCORPORATE SOUTH EAST KING'S LYNN GROWTH AREA SPD - A GOMM, A FRADLEY**

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The Principal Planner (Policy) provided an overview of the document and drew the Task Group's attention to the following sections:

- 1 Process.
- 2.7 Other documents.
- 2.8 Sustainability Appraisal and Habitats Regulations Assessments.
- Local Plan review work to date and in the future.
- Adoption of Plan January 2023.
- Resources and risk management.
- Review Programme 2021 - 2023

### West Winch South East King's Lynn

The Planning Policy Manager provided an overview and drew attention to Section 4 and reminded that Task Group that it had previously discussed changes to the text when considering Policy E32.1 West Winch Growth Area.

The Task Group was provided with an outline of the work being undertaken prior to Cabinet approval to go out to public consultation.

The Planning Policy Manager and Principal Planner (Policy) responded to questions in relation to:

- Democratic process to be followed prior to going out to public consultation.
- Clarification on what constituted a master plan.
- Collaboration Agreement.

11

## **PROGRESS OF SUPPORT DOCUMENTS**

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The Planning Policy Manager provided a verbal update on the list set out below:

- Habitats Regulation Assessment.
- Viability Assessment.
- Old Persons Study and Gypsy and Traveller Needs Assessment.
- Interactive Planning Policy Map.
- Duty to Co-operate.
- Norfolk Strategic Framework – Green Infrastructure Recreation Areas Study.

The Planning Policy Manager responded to questions in relation to:

- Habitats Regulation Assessment.- potential increase of levy.

- Gypsy and Traveller Needs Assessment - currently being reviewed and would be amended if required when the final report was received.

Councillor Moriarty congratulated officers on the interactive planning policy map, which had proved to be a good tool for Parish Councils.

Councillor Morley addressed the Task Group under Standing Order 34 in relation to the Habitats Regulation Assessment.

**AGREED:** Norfolk Strategic Framework – Green Infrastructure and Receptions Areas Study – full document and summary of outcomes to be circulated to the Task Group when available.

## 12 **AUTHORITY MONITORING REPORT - A FRADLEY**

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The Task Group received a presentation from the Principal Planner (Policy) circulated with the Agenda.

The Principal Planner (Policy) responded to questions in relation to:

- Monitoring of planning permissions granted contrary to the Local Plan.
- Informing all Councillors that the Annual Monitoring Report had been published on the Council's website.

Councillor Morley addressed the Task Group under Standing Order 34.

**AGREED:** An email be circulated to all Councillors informing them that the Annual Monitoring Report had been published and was available to view on the Council's website.

## 13 **NEIGHBOURHOOD PLAN UPDATE**

[Click here to review a recording of this item on You Tube](#)

The Principal Planner presented the report circulated with the Agenda and responded to questions in relation to the criteria for an interested group to be established and produce a Neighbourhood Plan.

## 14 **DATE OF NEXT MEETING**

The next meeting of the Task Group will take place on Wednesday 10 February 2021 at 10 am in the Remote Meeting Room Zoom.

**The meeting closed at 12.45 pm**