

## SAFFRON WALDEN NEIGHBOURHOOD PLAN TEAM MEETING

6<sup>TH</sup> JUNE 2017

Cllr Mike Hibbs (Chair)	Douglas Kent*
Sue Flynn	Cllr Sam Goddard*
Cllr Sharon Morris	Isabella Warren
Tom White	Cllr Paul Gadd
Coby Richardson*	Dan Starr
Stephen Rapkin	

\*Present

In attendance: Sue Belo, Neighbourhood Plan Coordinator (taking notes)

In the absence of Cllr Mike Hibbs, Cllr Sam Goddard chaired the meeting.

### 1. Apologies for Absence

Apologies were received Lisa Courtney, Sue Flynn, Paul Gadd, Mike Hibbs, Sharon Morris, Stephen Rapkin, Dan Starr and Isabella Warren

### 2. Minutes of the Last Meeting

Minutes of the last meeting were agreed.

### 3. Matters Arising

**Transport Assessment:** It appears that the Transport Assessment has not been abandoned and is due to be published shortly.

**Development Management Policies:** these are still to come. It was noted that they are needed in order to know where the Neighbourhood Plan can add value.

**Walden School:** The Town Council is to consider a resolution at their Planning Meeting of 8<sup>th</sup> June to apply to Historic England to have the main Victorian building listed at their Planning Meeting of 8<sup>th</sup> June. Douglas Kent said that the parent-led group campaigning to save the school is keen that the site be listed and that he could supply letters from them in support of the application.

Sue Belo said that she had spoken to Rachel Hogger about the site and that Rachel had said that apart from approaching Historic England the school could also be included in the Local Listing which is currently being compiled by Angharad Hart in Barbara Bosworth's department. Richard Freeman has also been in contact with Uttlesford DC asking them to arrange for the building to be listed.

**Action: Sue Belo** to contact Angharad Hart to find out what is on the list currently.

**Action: Sue Belo** to contact Edward James who has taken over from Stephen King at Historic England.

Douglas Kent said that there were new parent proposals to save and reinvigorate the school and that they were now in dialogue with the governors. It was hoped that an interim announcement would be made soon. The aim of the proposal would be that the school should retain its Quaker ethos and not just replicate the state system. There would be an emphasis on pastoral care and small class sizes, with bursaries offered. There was also a

strong desire to ensure that its comprehensive sports and swimming facilities could be used to better benefit to the town.

Sam Goddard suggested that the team should look at adding a question on the school to its online consultation.

**Action: Sue** to agree suitable question with Douglas Kent and ask Dan Starr to add to survey.

**Heritage & Character Assessment:** Mike Hibbs is still to meet with Bruce Tice to determine what is outstanding.

**Action: Mike Hibbs**

Sue Belo will contact Locality about AECOM support for the H&CA once the grant application is made as the two applications are made together.

**Action: Sue Belo**

#### **4. Planning Matters**

**Bishop's Stortford Neighbourhood Plan:** Sue Belo reported that Bishop's Stortford Neighbourhood Plan for All Saints, Central, South and part of Thorley had gone through examination and had been recommended to proceed to referendum with a few minor changes. The examiner was Richard High, who had also examined the Dunmow Neighbourhood Plan.

**Lime Avenue Application:** The officer's report on the Persimmon Application recommended the site for approval as the SWTC application for the Community Hall had not yet been validated and so was not taken into account in the assessment.

The team agreed that the best approach might be one where the Town Council met with Persimmon to request that the section of the site overlooking the land to be used for the community centre might be redesigned to avoid a hard edge to the site.

**Audley End Estates:** Lord Braybrooke has passed away which means that the outlook of the family towards development on their land may be subject to change. Tom White may be able to clarify what could happen but probate on the estate is likely to take a long time.

**Stansted Airport:** MAG has applied for the airport to increase its annual passenger limit to 45 million using its current runway and the new terminal building. This is likely to have a considerable impact on the area overall.

**Housing Need:** The inspector of the East Herts District Plan has criticised the lower figure used for objectively assessed housing need which suggests that there is no point in challenging the Uttlesford figure as this is likely to be on the higher side. The Housing Market Area is the same for East Herts, Uttlesford, Harlow and Epping Forest with all districts expected to take their share of housing for the whole district including unmet need from London.

#### **5. Planning Policy Workshop**

It was decided to defer the presentation to a future meeting when Isabella Warren would be present, possibly 27<sup>th</sup> June.

Rachel Hogger has agreed to facilitate on 15<sup>th</sup> July – as this coincides with the Carnival Family Day event, the start time will be between 9.30 and 10.00am in the Council Chamber.

**Action: Sue** to liaise with Rachel to produce an agenda.

Sue Belo reminded everyone that they needed to finalise their sections so that these could be sent to Rachel at least a week beforehand.

**Action:** All to complete sections to the template provided.

## 6. Plan Development

There was a discussion about plan progress and concern about some areas that seem to be falling behind. Douglas Kent agreed to draft a policy for Walden School from a Heritage perspective, but with a view to including it in the education section. It was agreed that Mark Hayes should be contacted to help the Education team and Coby Richardson agreed to look at drafting some policies based on the current situation in Saffron Walden whilst looking at other Neighbourhood Plans to see how they had dealt with these. It was agreed that any influence the NP might have would be limited because Education Policy is outside its remit.

**Action: Sue** to send Coby some examples of other Neighbourhood Plans and ask Rachel Hogger if she can recommend others.

**Action: Sue** to contact Mark Hayes about joining the Education team and to ask him to liaise with Coby, Sharon and Doug.

**Education provision:** Sue Belo mentioned that Rachel Hogger had said that Uttlesford used a figure of 700 homes equal a 1 FE school whereas Herts use 500 homes equal a 1 FE school. Coby Richardson said that the DfE needs all sites to be able to expand to a 2 FE school even if only a 1 FE school is built initially. This is the problem at Manor Oaks.

**Pre-school education:** It was agreed that this area will need to be looked at as the government is offering parents 30 hours a week of child care whereas it is only 15 hours at present. This will create more demand for facilities for pre-school children and more teachers.

**Green Infrastructure:** It was agreed that a great deal of headway has been made with this section and that the section just needs more narrative.

**Action: Sue** to liaise with Sam and GI team members.

**Sustainability:** Coby Richardson said that she still had a problem in the use of the word as in reality, a lot of development is approved that is not sustainable. After some discussion, it was agreed that the word should be used by us according to our interpretation and that we should still include policies promoting sustainability.

**Housing:** There are several strong policies here but a section is needed for 'what if' scenarios for major development. Also, the De Vigier Avenue site could provide an opportunity for the Town Council to provide some Passivhaus houses or similar. John Lefever has indicated that he would be delighted to discuss this with the Town Council and NP team. We will also need a policy for this within the Housing section.

## 7. Consultation and Engagement

**Facebook Survey:** The Facebook promotion has been a runaway success so we need to use this approach in future. We have managed to get a further 190 surveys completed since the consultation event and have a full demographic profile of those people completing it.

**Grant from Locality:** The budget was agreed for the grant application with a view to applying as soon as possible:

**Action: Sue Belo** to apply for grant as agreed to include brochure, new leaflet, posters, Survey Monkey renewal, online marketing and boards for consultation.

It was agreed that two whole page ads on two occasions was a better option than having a wraparound which was the cost of five full page ads by comparison. However, the staked posters on all gateways into Saffron Walden was seen as a good idea. It was agreed to include display stands in the grant application as well as a purple gazebo to make the team more self-sufficient subject to the grant for these being approved.

**June 24<sup>th</sup> – Armed Forces Day:** We have booked a pitch on the Common for a single gazebo. We will be able to promote the online survey and use the event to raise awareness. We will have pens, post-its, bugs, leaflets and FAQs plus the general posters. We will need to have a gazebo for the day as well as stands.

**Action: Sue Belo** to send out email requesting team members to help man our stand.

**July 15<sup>th</sup> – Carnival/ Eight Day Weekend:** Sue Belo has contacted the Round Table and arranged for space for the scout tent to be erected on the Common. We will then be able to have the posters used at the consultation event displayed within the tent. Set up will begin around 8 to 8.30 am.

**Action: Sue** to advise Dan Starr

Lisa Courtney has offered to man the event but will need the support of another member of the Neighbourhood Plan team who does not want to take part in the Policy Writing Workshop at the Town Hall. We will also need a team of four people to erect the tent and displays.

**Action: Sue Belo** to send out email requesting team members to help set up or man our stand.

## **8. Next Meeting – 27<sup>th</sup> June**

The next meeting will be held on 27<sup>th</sup> June at 7pm when initial draft sections for all topics will be discussed together with feedback from the consultation event.