

## **SWANTON MORLEY NEIGHBOURHOOD PLAN STEERING GROUP**

A meeting of the Swanton Morley Neighbourhood Plan Steering Group was held in Swanton Morley Village Hall on Monday 20<sup>th</sup> June 2016. The meeting commenced at 7pm.

**Present:** Mr S. Vincent (ABZAG – Neighbourhood Plan consultant)  
Mr R. Atterwill (Swanton Morley Parish Council) Chairman  
Mr J. Keith (Local Land Owner and Businessman)  
Mr S. Taylor (Liberator Close resident)  
Mrs C. Taylor (Liberator Close resident)  
Mr L. Brooks (Keith Road resident)  
Mr G. Curran (Keith Road resident)  
Mr J. Rodrigues (Local Businessman)  
Ms Y. Hendry (Greengate resident)  
Mr G. Palmer (Church Warden and Rectory Road resident)  
Mr D. Sadler (Town Street resident)  
Mrs F. LeBon (Clerk to Swanton Morley Parish Council)  
And 12 members of the public

### **Time Allocated to the Public**

Mr Fearnley questioned the composition of the Steering Group, to which Mr Atterwill clarified.

### **1) Welcome and Introductions**

Mr Atterwill welcomed everyone to the meeting and thanked them for attending. All committee members and support persons introduced themselves

### **2) To Receive Apologies for Absence**

Apologies for absence were received from:

Mr S. Westbury (Swanton Morley Parish Council)  
Mr K. Tidman (Swanton Morley Parish Council)  
Mr R. Brownlow

### **3) To Receive Declarations of Interest**

Mr Keith declared interests in areas of land in Swanton Morley belonging to him.

### **4) To Agree Minutes from 4<sup>th</sup> April 2016 as a True and Accurate Record of the Meeting**

Mr Brooks raised that there was no mention of a new vice chairman in the minutes. Mr Atterwill advised that this was because there was no mention of it in the meeting. However this is something that could be brought up under item 6.

Mr Brooks queried what was meant in the minutes by the phrase 'the question was being expanded' in relation to the consultation about shops in the village. Mr Atterwill advised this would form part of the draft policies discussion. He was concerned that the question in the original consultation was not specific enough.

Mr Taylor proposed that the minutes be accepted as a true and accurate record of the meeting, seconded by Ms Hendry and carried.

### **5) To Receive Matters Arising from Minutes 4<sup>th</sup> April 2016**

Mr Keith queried whether there had been an update on the impact of new housing on Swanton Morley surgery. The Clerk responded that a Freedom of Information request had been sent to the South Norfolk Clinical Commissioning Group, who were responsible for Swanton Morley Surgery, asking what the patient numbers were and at what point the books would be closed. They had responded that they did not hold this information and NHS England should be contacted. The same question was put to NHS

England, who also advised that they did not hold this information. A similar request will be sent to Swanton Morley surgery to try to obtain this data.

Mr Atterwill reported that it had emerged that Swanton Morley school was over subscribed for its reception intake year in September 2016. There were 38 applications for Swanton Morley Primary to be a first choice school but the Pupil Admission Number (PAN) was only 30. The governors met in May to discuss whether to increase the PAN, but agreed not to because an admission number of 38 was not economically viable and the governors have a legal responsibility to keep the school in good financial order. Mr R. Lord (head teacher) had confirmed that a number of 42 first choice applications would be the minimum the school could viably accept.

Mr Sadler asked if there were any 'non-local' children at the school. Mr Atterwill advised that there may be, but if there were, they have an established place already at the school.

Mr Atterwill clarified that the school has sufficient building space, it would just be the need to employ more teaching staff which would make an intake of 38 uneconomical.

The Clerk is to chase Dereham Town Council as to when their next Neighbourhood Plan meeting is so as to further progress the discussion about the coalescence zone between the two parishes.

## **6) To Clarify Structure of the Steering Group**

Mr Atterwill advised that when he was appointed Chairman, he reviewed the Steering Group and was concerned that the committee was not clearly defined.

The Parish Council had agreed that there would be three representatives from the Parish Council on the committee. These will be Mr Atterwill, Mr Westbury and Mr Rodrigues.

In addition to these members, Mr Atterwill proposed that the following be elected to the committee en bloc:

Mr J. Keith, Mr S. Taylor, Mrs C. Taylor, Mr G. Brooks, Mr L. Curran, Ms Y. Hendry, Mr G. Palmer, Mr D. Sadler, Ms L. Battle and Mr R. Brownlow. Seconded by Mr Sadler and carried.

Mr Palmer felt that there should be an option to co-opt people at a later date, should specific expertise be required. Mr Atterwill advised that the terms of reference should allow for this.

It was agreed to appoint a vice chairman at this point. Mr Taylor proposed that the vice chairman should be Ms Hendry, who formally accepted the nomination. This was seconded by Mr Brooks and carried.

## **7) To Receive Update on Breckland District Council's Local Area Plan**

Mr Atterwill reported that Breckland District Council's planning department appears to be in turmoil. The planning policy manager, Mr N. Campbell and the Neighbourhood Plan officer, Mrs J. Wright, have both left the council. The continued turnover of staff within the planning department means a lack of continuity.

Mr Atterwill and the Clerk met with Mr Campbell and Mrs Wright prior to them both leaving, and conducted a site visit on all sites put forward for potential development in Swanton Morley. The Clerk has been assured that all information from these site visits have been passed on to officers currently serving in the planning department.

Mr Atterwill advised that Swanton Morley Parish Council had raised concerns about matters relating to settlement boundaries were being brought to the Overview and Scrutiny Commission at Breckland District Council, before being put to the Local Area Plan working group. There were concerns that planning matters were being discussed 'under the radar' at Breckland District Council.

Mr Atterwill reported that a sustainability appraisal of all individual sites has been done by Breckland District Council, which has comprised of a site visit and should take into account all public opinion. This should be going out to public consultation in early July.

Mrs Taylor queried whether this process is happening in all of the Breckland villages. Mr Atterwill advised that it was. However Mr Atterwill cautioned that some villages had requested that they not be deemed as Local Service Centres (LSCs), despite having all of the infrastructure that Breckland District Council deems necessary to become an LSC. The concern being that if villages such as Bawdeswell and Yaxham have their LSC status removed, then their housing allocation will have to be divided between

the remaining LSCs. Swanton Morley would be susceptible to extra housing because it has an excess of potential development land available.

The Clerk advised that if these villages comply with Breckland District Council's policy on becoming an LSC, then they must be categorised as such with no exceptions. Any exceptions would be raised to the planning inspectorate when they review the Emerging Local Plan, who should deem this aspect of the plan as being unsound.

Mr Keith raised concerns that if Breckland District Council were trying to change settlement boundaries before the Neighbourhood Plan is in place, then this would override the Neighbourhood Plan.

Mr Taylor raised that if Yaxham does not wish to be an LSC and all consultees are happy with their plan, then suggested that Swanton Morley could do the same. The Clerk disagreed with the response from consultees and relayed a recent conversation with Yaxham over their Neighbourhood Plan.

Mr Vincent clarified that, as of now, all villages designated as LSCs are as such in the emerging local plan. All LSCs must go through due process and if they don't the plan will not be deemed as 'made'. If this happens, Swanton Morley will be vulnerable as Breckland District Council does not have a five year housing land supply. Swanton Morley must build in some protection.

Mr Curran asked if Swanton Morley will be given an opinion on settlement boundaries. The Clerk advised that it will form part of the public consultation in July.

Mr Atterwill raised conflicts of interest which arise at Breckland District Council, one such one being the asset management team wishing to capitalise on land owned in Swanton Morley by selling it for open market development.

## **8) To Consider Sustainability Appraisal Scoping Report**

Mr Vincent reported that the Sustainability Appraisal is a technical document which sets out the base line data of the village. It is a good source of evidence and documentation to prove that the Neighbourhood Plan meets the basic conditions required. It will ultimately finish with the Sustainability Appraisal which will help the planning inspector to get a feel for the local area.

Most Neighbourhood Plans which have had issues have had problems with the Sustainability Appraisal and developers will look to exploit this, by objecting to the plan and ultimately causing unnecessary delays in the process. If Swanton Morley goes through this process, then the Neighbourhood Plan will stand the test of time.

Ms Hendry queried whether this Scoping Report was a public document. Mr Vincent replied that it was, but it is written for its intended recipients, which are the Statutory Bodies (the Environment Agency, Natural England and English Heritage). It will also be sent to Breckland District Council, Norfolk County Council and Norfolk Wildlife Trust.

Mr Vincent clarified that all the information in this document is already in the public domain. It has just been collated specifically for Swanton Morley.

Mr Taylor advised that some of the information sources have been noted as obsolete and queried whether they should still be used. Mr Vincent replied that some of the bodies where the data originated from are now obsolete, but the data available is still accepted as valid.

Mr Taylor queried why Swanton Morley is being allocated more housing than other LSCs. The Clerk advised that this is because Swanton Morley has more land available.

Mr Keith queried why the loss of agricultural land to housing is so important. Mr Vincent advised it was because the land is lost irreversibly.

It was agreed that a table of acronyms should be added to assist with ease of reading.

Mr Palmer queried the table on housing tenure, asking if the figures included tied cottages. Mr Vincent replied that they did.

Ms Hendry thanked Mr Vincent for all his hard work in creating this document. She queried whether it was legal to prioritise housing for people with a connection to the village. Mr Atterwill advised that it was and described how a local lettings policy works.

Ms Hendry advised that she had recruited homeless people in the past, into a project to build their own houses, thus reducing the cost. It was emphasised, however, that the land had to be available at a reduced cost to make the properties truly affordable.

It was agreed that affordable housing for people with a connection to the village should be put in the Neighbourhood Plan.

Mr Curran queried the table relating to levels of deprivation. It was agreed to clarify the wording in this section to ensure that it was clear that the lower the levels of deprivation, the better the position of the people of the village.

The Clerk is to chase up the figures of dwellings on Robertson Barracks which are deemed as mothballed.

Mr Curran requested that all references to the B1147, now be made to the downgraded C road (C888). The Clerk is to obtain the figures on footpaths from the definitive map.

Mr Keith proposed that Mr Vincent make all amendments to the Scoping Report as discussed and then submit to the Statutory Bodies. Seconded by Mr Rodrigues and carried.

#### **9) To Receive Timetable Update**

The new timetable for completion of the Neighbourhood Plan was discussed. There has been some slippage, but it was acknowledged that the plan does need time to be accurate.

#### **10) To Consider any Further Matters Relating to the Neighbourhood Plan**

Mr Vincent is to send policy information out to members prior to the July meeting.

#### **11) To Agree Items to be Considered by Swanton Morley Parish Council**

Scoping Report

#### **12) To Agree Date and Time of Next Meeting as Monday 4<sup>th</sup> July 2016 at 7pm at Swanton Morley Village Hall**

Carried

Mr Atterwill asked if there was any further comment from the public.

Mr Woolnough queried whether it was within the scope of the committee to make Breckland District Council aware that the Bedingfield area of land put forward for potential development should be left alone. Mr Atterwill advised that this will all form part of the public consultation, and that Breckland District Council have already been made aware of the opinion of local people. The Clerk urged members of the public to also respond to the upcoming public consultation.

Mr Woolnough advised that the Bedingfield site is earmarked as an exception site. Mr Atterwill corrected Mr Woolnough, advising that it is not earmarked. Mr Vincent stressed that ultimately it is down to the landowner as what the site is proposed for. Presently a call for sites for open market housing has been made, and the landowner has put the land forward for this consideration.

Mr Atterwill explained the need for other services in the Bedingfield area of the village, such as green open space. The Clerk explained the different categories of play area, as defined by Fields in Trust, and how the Bedingfield area lacks even the basic play provision for a young child within walking distance. Mr Crockett argued that the majority of parents would not walk their child to a play area, and would choose to drive, however close the play area was, based on the amount of cars at Swanton Morley school. The Clerk reminded Mr Crockett that many parents have to work and that they do not have the luxury of time to walk their children to school.

Mr Crockett was of the opinion that no one would object to affordable housing, but queried whether any other areas have been considered. It was noted that all areas are currently being considered as part of Breckland District Council's appraisal of each area of land.

The meeting closed at 9.15pm

\_\_\_\_\_ (Chairman) \_\_\_\_\_ Date