

## **Minutes of Sutton St. Nicholas – Neighbourhood Development Plan Project Group Meeting held at Sutton St. Nicholas Village Hall on 29<sup>th</sup> September 2021 at 7.15pm**

### **Present**

Keith Lawton (Chairman)  
Cllr Richard Andrews  
Councillor Ronald Gow  
Stan Gyford

### **In Attendance**

Dr David Nicholson  
Tony Ford – Parish Clerk

#### **1. Apologies**

Apologies were received from Rebecca Blackman, Seng Yeo and Councillor Ian Nicholas.

#### **2. Notes of meeting held on 1<sup>st</sup> July 2021**

These were confirmed as a true record of the meeting.

#### **3. Update on Actions**

As Herefordshire Council now had more than a five-year land supply, actions one to four were no longer necessary in addition action five was completed.

Dr David Nicholson highlighted that there was no automatic trigger for a review, however the review was triggered by Herefordshire Council previously not having a 5 year land supply. Now that Herefordshire Council has a 5 year land supply any further review was up to the Parish Council.

Provisions to the revised Core Strategy will run to 2041 and will impact on the Sutton St. Nicholas Neighbourhood Development Plan (runs to 2031). Sometime in the future a further review will be needed to align Sutton St. Nicholas Neighbourhood Development Plan to the revised Core Strategy.

It was agreed that the group would recommend to the Parish Council that an annual stocktake of the Sutton St. Nicholas Neighbourhood Development Plan be undertaken at the Annual Meeting of the Parish Council.

**Action** Clerk to inform The Parish Council of the recommendation for an annual stocktake.

#### **4. Review of NDP Policies**

The schedule of policies (Appendix 1 refers) were reviewed and changes recommended generally agreed

- Policy 10 Renewable Energy (New) in relation to this policy, the need for electric vehicle charging points to be added to the building design policy.
- Policy 11 Housing Mix (New) this would refer to the latest 2021 Housing Market Area Needs Assessment.
- Policy 13 Householder development (New) and Policy 15 Communication, the requirement for these policies to be further considered.

- A requirement for the new policies on landscape views, agricultural and forestry development and heritage was agreed

## **5. Public Consultation Process**

The Consultation on the draft plan would include

- Flyer in Sutton News.
- Use of the Parish Council website.
- Drop in at the Village Hall.

Dr David Nicholson informed the Parish Council that a Statement of Modification would be required, which would set out if there had been a material change when compared to the old plan.

The issue of phosphate in the Lugg River is an ongoing issue, which might be overcome in an additional policy. This was being considered in another NDP (Tarrington), which was presently at Examination. The outcome of which would likely have implications for the Sutton and many other NDPs.

## **6. To consider and agree revised timetable**

If all went as planned It was hoped that the end of Stage B would be completed by the end of March 2022, and the new updated plan being in place by September 2022.

## **7. Any Other Business**

There was no other business.

## Sutton St Nicholas – Neighbourhood Development Plan Project Group Meeting 29/09/21

## Sutton St Nicholas NDP Review – revisions to made policies and proposed new policies

Ref in made NDP	Policy title	Change needed/recommended (and Keith's views in red font)
Key issues	-	Retain, review and update as necessary. Agreed. Perhaps it would be best to include the NDP as a Standing Agenda Item at each Annual Parish Council Meeting, so it is automatically kept up to date in line with HC's policy changes.
Vision	-	Ensure alignment of vision with the key issues. Agreed. How would this be done each year?
Objectives	-	Retain, review and update as necessary. Ensure all objectives are supported by policies, and that all policies contribute to objectives. As per my comment above in Key issues.
Policy 1	Settlement boundary	Retain, review and update as necessary – to include any new development and planning permissions. Agreed.
Policy 2	Delivering new housing	Retain and update in line with HC informal comments. Consider replacing these two policies with separate policies for the two allocated sites. Agreed. 2 policies can be specific rather than one long policy.
Policy 3	Criteria for new housing development	
Policy 4	Small-scale employment	Retain and update in line with HC informal comments including by adding detail on agricultural development (or deal with this issue in a separate, new policy – see below). Agreed in principle. I am inclined to go with a new policy. Consultation with existing village employers would be beneficial in terms of their long term plans (3 to 5 years) for their business growth.

Policy 5	Local community facilities	Retain and update in line with HC informal comments and to identify specific facilities, to add local detail to Core Strategy policy SC1. Are there any Assets of Community Value in the Neighbourhood Area? <b>Agreed. The Working Party and the Parish Council will need to have a clear picture of this especially with the Village Hall being a shared resource.</b>
Policy 6	Landscape	Retain and update in line with HC informal comments including by adding further local detail. <b>Agreed. The WP would ask the village to identify existing and potential landscapes versus the impact on local businesses especially farming and industrial.</b>
Policy 7	Building design	Retain and update in line with HC informal comments including by referring to residential amenity issues arising from dwelling extensions. <b>Agreed. Who identifies the issues against which criteria?</b>
Policy 8	Open spaces	This policy is best left unchanged unless there are additional Local Green Spaces arising (to be discussed with the Group). HC had no informal comments. <b>Agreed.</b>
Policy 9	Green infrastructure	Retain and update in line with HC informal comments. <b>Agreed.</b>
Policy 10 NEW	Renewable energy	This topic is referred to in the existing NDP at para. 6.18 although there is no policy. For discussion – is this a topic the Group would like to be addressed at policy level? <b>I think so. For example, what ii in the Parish Council's NDP on solar panels in fields? How near to housing developments should they be etc?</b>
Policy 11 NEW	Housing mix	New policy to ensure housing proposals address provide an appropriate proportion of smaller dwellings (2 and 3 bedrooms). Adds local detail to Core Strategy policy H3. <b>Agreed.</b>
Policy 12 NEW	Landscape views	New policy to identify important landscape views. <b>See my comments under Policy 6.</b>
Policy 13 NEW	Householder development	Suggested by HC. <b>Agreed. The WP would need help on defining the contents of this.</b>
Policy 14 NEW	Agricultural and forestry development	Suggested by HC (also referred to in their comments on made policy 4). Consider with the Group - having regard to issues in the parish, can this topic be satisfactorily addressed in a revised policy 4, or does it merit a separate policy? <b>To decide whether it is a new policy or not, I suggest the WP meets local farmers, owners of woods and any forests in Sutton and adjacent to the settlement boundary and the Sutton Walls</b>

		Conservation Trust to understand their views. This should then guide the WP into either a new policy or modifying the existing one.
Policy 15 NEW	Communications	Suggested by HC – this could link to support for homeworking and for small-scale rural businesses. Agreed. Does this cover items such as 5G Mobile Phone and TV masts, and FTTH infrastructure?
Policy 16 NEW	Heritage	New policy on development in the Conservation Area and identifying views and unlisted buildings of local interest, informed by an Appraisal of the Conservation Area undertaken in 2006 by Herefordshire Council. There is also an Unregistered Park and Garden at Sutton Court which could usefully be identified for protection. Agreed. The WP should approach the current owners for their views and potential cost implications.

DJN 25.08.2021    KL 31.08.21