

WITCHFORD PARISH COUNCIL  
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**Witchford Parish Council**

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**Minutes of the Neighbourhood Plan Committee Meeting held on Wednesday 15<sup>th</sup> June 2016 at  
7.00 pm in St. Andrews Hall.**

**Present:** Mr I Allen (Chairman), Mr R Braund, Mr M Braybrooke (from 7.30pm), Mr G Jellicoe, Mr H Palmer, Mr A Shaw, Mrs R Westwell (from 7.30pm)  
**In attendance:** Mr M Hendry Plansurv and Mr T Wheeler Bovis Homes

Public Session: Many members of the public were present.

- 16/56 There were no apologies for absence from Parish Councillors. A number of members of the public had advised that they were unavailable for this meeting.
- 16/57 Cllr Palmer declared a personal interest in 16/59  
Cllr Braybrooke declared a pecuniary interest in 16/59 (items 34/02) and a prejudicial interest in 16/59 (items 34/03 and 34/04) and left the meeting for the discussion of these items and then also for the ranking process for all the call for sites locations.
- 16/58 The Minutes of the of the Neighbourhood Plan Committee Meeting held on 7th June 2016 were agreed by the Committee and signed by the Chairman.
- 16/59 The Committee agreed to suspend Witchford Parish Council Standing Orders 1.e, 1.f and 1.g for the remainder of this meeting. Public participation was therefore allowed throughout the meeting at the Chairman's discretion. The full proceedings of the meeting are Minuted as a Parish Council meeting and are covered by the rules on Parish Councillor interests.
- 16/60 The Committee received a presentation from Bovis Homes Ltd about proposals for development at land north of Field End. A plan of the proposed layout for housing on the site was available for public scrutiny. Bovis Homes advised that access matters and the S106 Agreement are already in place, but the appearance, landscaping, layout and scale are all still to be decided. Bovis Homes Ltd are in discussion with East Cambridgeshire District Council planners on these matters; they would like the views of the Parish Council before submitting planning applications. There will be 30% affordable housing on site, split 70% rental and 30% shared equity. A housing association has yet to be appointed. There will be a 5m clear gap from the awarded ditch on the south side of the site. The gap between houses and the bypass is greater than that recommended in the air quality report submitted with the outline planning application. It is hoped that construction will start at the end of 2016 with the first houses occupied in summer 2017.

There was considerable discussion on the following points, which were supported by the Committee.

The site layout should allow for pedestrian/cyclist permeability between this site and the contiguous existing open space at the south-west of the site (and possibly into the adjacent site which has been submitted for development under the District Council call for sites). Advance planning at this stage should enable the green spaces on all three locations eventually to be aggregated.

The Construction Management Plan for the development, including traffic movements for construction vehicles, should take account of community concerns. The Parish Council and the community would prefer traffic movements to and from this site to be via Common Road directly onto the A142 and not to use the village centre. The Construction Management Plan is agreed between the developer and the District Council; the Parish Council will ensure that the traffic plan for this site when it is published is easily available for residents to view, using local magazines and social media.

There will be a drainage strategy for the site agreed as part of the planning process. Permeable paving will be used on the site. Rainwater harvesting will not be utilised. There will be a SUDS pond.

Concern was expressed about parking pressures with a desire to ensure problems such as those in Orton Drive are avoided. Bovis Homes advised that they will provide off-road parking for two vehicles per property in addition to garaging. There will be laybys for visitor parking.

The housing mix was discussed. Bovis Homes advised that the District Council Housing Enabling Officer advises on the appropriate housing mix for affordable homes. They are not likely to provide bungalows in either the affordable or market housing because of the extra land-take, but do provide adaptable housing for future adaption for wheelchair use, stairlifts etc.

The long-term management of the open space on the site it still to be agreed. The Chairman stressed that the community does not want this to become neglected with no body accepting responsibility for its maintenance.

Bovis Homes agreed to check the following and advise the Parish Council on: the exact figure for the education contribution in the s106 Agreement, the date the air quality survey submitted with the outline planning application took place, the estimated number of lorry movements needed to clear this site for development and proposals for the management of the open space.

- 16/61 Cllr Braybrooke left the hall for the discussion of 34/02, 34/03 and 34/04 and for the ranking exercise. The Committee reviewed the draft comments on land submitted for development under the Local Plan call for sites. There was considerable and wide-ranging discussion in the hall. The Committee took full account of the views of the public in the hall when compiling the final recommendations on each site and the decision whether or not to support each site. These recommendations will be considered at the full Parish Council meeting on 6<sup>th</sup> July 2016. The full text of the final comments on each site will be included in the Minutes of the 6<sup>th</sup> July meeting for public information.

The Committee took full account of the views of the public in the hall to decide on the following rankings for the submitted sites:

1<sup>st</sup> site 34/04 land adjacent to Mills Barn Mills Lane

2<sup>nd</sup> site 34/05 land at Marroway Lane

3<sup>rd</sup> site 34/02 land west of Mills Lane

Joint 4<sup>th</sup> sites 34/07 land south of Main Street to the west of West End and 34/01 land south of Sutton Road

6<sup>th</sup> site 34/08 land off Meadow Close

7<sup>th</sup> site 34/06 land south of Main Street

8<sup>th</sup> site 34/03 land south of Witchford village to the north side of the Grunty Fen Catchwater Drain

The Committee also recommended comments on the proposed employment development sites at Lancaster Way Business Park

- 16/62 The Committee will hold a stall at the Witchford Rackham Primary School Funday Sunday on 26th June. Cllr Allen, Cllr Braund and Cllr Shaw, Mr Karger, Mrs Monteith and Mrs Connor agreed to help out.
- 16/63 The Committee agreed to have an unmanned stall at the Witchford Festival Snap, Bang, Wallop event on 12<sup>th</sup> July between 3-9pm and will see if a stall is available for the Witchford Festival day on 16<sup>th</sup> July.
- 16/64 It was agreed that the Parish Councillors on the topic working groups will take the lead initially in setting a date for the first meeting of each group and that these first meetings will be held in the Parish Councillor's homes. The education group will meet 9am Tuesday 5<sup>th</sup> July at Rackham Primary School. The working groups will report back to the Committee meeting on 12<sup>th</sup> July.

There being no further business the meeting was closed at 9.00pm

Signed: ..... Chairman

Date: .....

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