

Alfold Neighbourhood Plan

Notes of the meeting held on 3.12.18

Note; meeting rescheduled from 26th November

Present: Alasdair Denton-Miller (chair); Betty Ames; Penni Mayne, Nik Pidgeon; Chris Britton; Cilla Britton; Mary Brown; Hayley Ringrose, Adrian Erricker;

Apologies: Wayne Mouring

In Attendance: Maggie Williams (Colin Smith Planning (CSP))

Minutes

Notes of the meeting held on 22.10.18 had been circulated and there were no comments arising.

Outstanding Actions from previous minutes, and other matters arising

Alasdair has checked the current number of permissions with WBC and confirmed the Borough allocation target of 125 has now been reached. It was agreed that we would seek clarification on how this number is made up.

Action; Alasdair

A question was asked about a 'State of the Parish' report. This has not been completed.

Action; Alasdair

Parish officials will take advice from among others, WBC, about the next step processes, and the public consultation (see below). A timetable should be drawn up.

Action; Nik/Alasdair/Maggie

Having seen recent national planning reports, Hayley raised the question of Permission In Principle (PiP), and how this works. Maggie gave her advice, and Chris referred to Waverley's Brownfield Land Register (BLR), which links in with PiP. However, as it stands Waverley is not implementing the requisite Part 2 BLR and clearly state 'the BLR does not currently grant PiP for any sites'. It was noted that only three sites within Alfold are in the BLR Part 1. Beyond the BLR, PiP can anyway only be granted by the normal application process to the LPA.

Update on the NP Process

Public Consultation on the Site Assessment Report (by Aecom), with accompanying Commentary by the Steering Group, should be scheduled as early in 2019 as is practicable (February?). The Commentary should include explanations of the methodology adopted, the rating system (RAG), and the approach taken by the SG in their proposed allocations, written concisely and clearly for members of the public. The chair will lead drafting of the Commentary.

Action; Alasdair

Maggie suggested that, following good practice elsewhere, it may be helpful for Alfold PC to publish its timetable for the NP on its website, and continuously update this as milestones are achieved.

Action; Alasdair

Review of Site Assessment Report

AECOM have delivered the final Site Assessment, and it had been circulated to the SG. It appears that with a few minor typographical corrections, all points have now been addressed.

The approach to site allocation, to be informed by the Site Assessment Report, was extensively discussed. In the context of the fact that the Parish has now already met its quote for the current Borough Local Plan period (up to 2032), there is no compulsion on the Parish to allocate any sites. However, the quota should be seen as a minimum figure, and it is also realistic to assume that some permitted sites may not be built out. Therefore, the SG should consider a contingency (i.e. sites 'in reserve'). It was also noted that under NPPF (2018), 'windfall' sites (i.e. those for which an application comes forward but which were not in the Borough/Parish Call For Sites) can also count towards the housing quota, and may therefore form an additional contingency.

In considering sites that were Suitable or Potentially Suitable in the Aecom report, the SG noted that most were constrained, or potentially in conflict with an emerging policy in the NP. It was therefore decided at this stage, not to prioritise these as potential contingency sites until the NP policies had been drafted. Further advice on the approach to contingency sites will be sought from WBC.

Action; Alasdair/Nik

The maximum size of developments was still a major local concern and the SG wanted to make sure that this was expressed clearly for the guidance of applicants. The effect on possible expansion of sites for which planning has already been granted was of particular concern.

A motion was put by the chair; that at this point, no sites would be formally 'allocated' for housing in the NP, but that suitable contingency sites could be fallen back on using the evidence provided in the Site Assessment Report. This was passed unanimously by the SG.

Update on Policies for inclusion in the NP

Drafting work now needs to start on the ANP Policies. Initial drafts will be prepared by SG members as below, and Maggie will read through and act as the technical/independent reviewer.

Housing;	Alasdair/Betty
Design and mix;	Hayley/Maggie
Green Spaces (with map);	Adrian/Penni
Strategic buffer (anti-urban-coalescence);	Chris/Cilla
Dark Skies	Chris/Maggie

Heritage and Conservation;

Mary/Maggie

Employment;

Hayley

Actions; SG members as above, Maggie to review

The above list of policies may not be exhaustive (SG members to contact the chair with any omissions).
Drafts to be ready for next meeting.

In respect of Green Spaces, it was noted that there are specific NPPF guidelines that must be followed. A proposal was made to instruct Aecom to review/assess the sites before inclusion (budget to be checked).

Action; Alasdair/Adrian

Any Other Business

A small correction has been identified in the NP boundary plan agreed with WBC; Alasdair and Nik will write to WBC requesting a change.

Action; Nik/Alasdair

Next Meeting

The next meeting will be held on Monday 7th January, 7.30pm in the Green Room.

The meeting ended at 9.35pm.

Guide to abbreviations used in these Notes

BLR	Brownfield Land Register
CSP	Colin Smith Planning
DP	Dunsfold Park
LPA	Local Planning Authority (Waverley Borough Council)
LPP1	Local Plan Part 1 (adopted by Waverley Borough Council 2018)
LPP2	Local Plan Part 2 (under development by Waverley Borough Council)
NOMIS	A service provided by the ONS (https://www.nomisweb.co.uk)
NP	Neighbourhood Plan ('The Plan')
NPPF	National Planning Policy Framework (https://www.gov.uk/government/publications/national-planning-policy-framework--2)
ONS	Office for National Statistics
PiP	Permission In Principle
PPG	Planning Practice Guidance (https://www.gov.uk/government/collections/planning-practice-guidance)
SCC	Surrey County Council
SEA	Strategic Environmental Assessment
(ANP) SG	(Alfold Neighbourhood Plan) Steering Group
WBC	Waverley Borough Council