

**NEWMARKET VISION
MINUTES OF
COMMUNITY PLANNING DELIVERY GROUP**

10:00 am Thursday 20th March, 2014

Held at the Council Chamber Offices, Newmarket Town Council

Members present:

Cllr Rachel Hood (Chair) NTC

Cllr Rona Burt FHDC, Portfolio Holder for Planning, Housing and Transport

Marie Smith, West Suffolk Planning Service Manager

Neil Anthony, West Suffolk Leisure, Culture, Communities

Robert Feakes, SCC, Planning Officer (Policy), Planning and Development Team

William Gittus Group Property Director and Managing Director of Jockey Club Estates Limited

Julian Wilson, Stud Farmers Association/NHG

Claire Elbrow, Blue Lizard Marketing and rep for Newmarket Chamber of Commerce

Sara Beckett, Resident

Anne Barnes, Cringleford Parish Clerk, guest speaker

Graeme Lockey, West Suffolk Principal Growth Officer (arrived late due to accident).

10.00 a.m. Tour of Newmarket from Grosvenor Yard Car Park, Newmarket:

- Location 1. Newmarket Station (N15) 9)
- Location 2. Queensbury Lodge and Former Swimming Pool site(N11/N2)
- Location 3. Scaltback Middle School (N31)
- Location 4. Land at Philipps Close and Glassland off Leaders Way and Sefton Way (N20)
- Location 4: Brickfield Stud and Pinewood Stud (N21/N09)
- Location 5: Hatchfield Farm (N14)
- Location 6: George Lambton Playing Fields (N18)
- Location 7: St Felix School (N32)
- Location 8. Horse Requisites and Harley Davidson (N10)

Return to – Grosvenor Yard Car Park, Newmarket

11.00 a.m. Community Planning Delivery Group Meeting

1. Apologies

Apologies received from Steven Wood, West Suffolk Head of Planning and Regulatory Services, Quentin Cass, SCC, Property Transformation Manager, Lee Webster, Development Project Manager, Flagship Housing Association and Hugh Anderson, Godolphin/NHG who cannot attend for the immediate future due to increased work commitments.

2. Minutes of the last meeting

Minutes of 20 February, 2014 - two amendments at items 5 and 6 – Neighbourhood Planning: step by step guide to be discussed as appropriate (Robert Feakes); and Neighbourhood Planning – Grants available costs to be discussed as necessary (Marie Smith) at 20 March meeting.

3. Neighbourhood Planning – Anne Barnes (Cringleford Parish Clerk)

<http://www.cringelfordparishcouncil.gov.uk/neighbourhood.php>

3.1 Vision – Aims and Objectives

- i. To have a say in how the village evolved. (985 houses, 1000 in last 10 years, 1200 latest).

3.2 What is the area going to be? Could include surrounding parishes

3.3 Process for Newmarket would be roughly as follows:

- i. Apply to SCC to be the Approved Body to produce the plan. Advertise for six weeks.
- ii. Statement of Community Involvement – two sides of A4, very simple. Newsletters, Open Days, Website, but no online questionnaire.
- iii. District Council: sustainability appraisals (SEA).
- iv. *SEA to be explained to NTC*
- v. Work out your programme and timescales. Keep FHDC and SCC informed re programme. Takes two years to get to examination stage.
- vi. Referendum Decision: that goes to FHDC to include in the Planning System.

3.4 What did Cringleford do?

- i. Held public exhibition – photos, what's liked, not liked, what people want to see. Provide information on recreation, sport etc.
- ii. Worked up a questionnaire which included:
 - Environment
 - Housing
 - Economy
 - Society, Community
 - Transport (important)
- iii. Sent out to all statutory consultees (Natural England etc.). 30% return which is good. Box of surveys given to surgeries, Historical society, stall in Waitrose, Church, Youth services etc. NEED TO SHOW you have consulted.
- iv. Analysis of the responses. It is a NEIGHBOURHOOD plan – lots of ideas which couldn't work. People liked to be able to access the countryside. Needed a new school, infrastructure issues, etc.
- v. POLICIES – don't need to repeat these but would with HR policies.
- vi. Consultation: 6 week consultation. Booklet put through all letterboxes. Comments back incorporated with statutory consultees comments.
- vii. Second DRAFT: Two week consultation.
- viii. Examiner needs a basic Conditions Statement i.e., complies with Core Strategy, NPPF, Environmental Law, Human Rights. DCLG will allocate an officer to review policies and ensure they are not ambiguous.

- ix. Consultation Statement must be produced – i.e., how you have consulted with the public.
- x. Examination: Submit documents to district council, including:
 - Original map
 - Consultation statement
 - Basic Conditions statement
 - SEA (adopted)
- xi. Examiner has public hearing (but not mandated). two days. Report within 10 days. Agreed with comments two weeks later. Then to district Cabinet and Full Council.
- xii. THEN Referendum – arranged by District Council within about six weeks.
- xiii. Produced a referendum version of the booklet (sent to developers, district, city council, and put on website). In lead up to referendum Council are in purdah.
- xiv. Referendum Q: Do you want the district council to use the neighbourhood development plan for your town to help it decide planning applications in the neighbourhood area?
- xv. Can distribute newsletters urging people to vote. Need 50% for approval. If positive, district council have to adopt the plan.
- xvi. Delivery of Infrastructure. Cringleford came up with an infrastructure plan for CIL money, which the examiner was pleased with.
- xvii. Whole process takes two years, and then another six months to get the plan made. Costs – grant of £20,000. 1,000 officer time (500 of which was voluntary). Total costs £20,582, including £8,000 printing costs.

4. Update of other Delivery Groups

Rachel Hood gave an update on the Education, Traffic/Highways and Town Centre/Retail, Local Economy and Tourism Delivery Groups.

5. Any Other Business

Marie Smith agreed that Anne Barnes, Cringleford Parish Clerk would be paid for her travel expenses if she submits an invoice.

The Chair said she would write to thank Anne Barnes for her informative and very professional presentation.

6. Future Meeting 2014 dates 10.00 a.m. at the Newmarket Town Council Offices:

Fri 25 April
 Thurs 15 May
 Mon 23 June
 Thurs 17 July
 Thurs 21 August
 Fri 19 September
 Fri 17 October

Fri 21 November
 Wed 17 December