

# Alfold Neighbourhood Plan

## Notes of the meeting held on 4.3.19

*Note; meeting rescheduled from 26<sup>th</sup> February*

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

**Apologies:** Wayne Mouring, Hayley Ringrose

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

### Minutes

The chairman had circulated notes of the last meeting held on 22.1.19, and there being no comments these were approved. The parish council website is being continuously updated and now includes the growing number of evidence documents, including the AECOM site assessment report.

### Information and observations from Dunsfold Parish Neighbourhood Plan consultation

Various members of the ANPSG had attended the public consultation meeting organised by Dunsfold Parish on 26<sup>th</sup> February in connection with their NP, which is at a similar stage of development to Alfold NP. Alasdair described how their approach differs, mainly because they still have a need to allocate around 40 dwellings in their plan, while Alfold has already met its allocation. Dunsfold's draft policies relating to housing were set out. There were several points which the SG felt we could usefully learn from, and Alasdair will assign SG members to action as appropriate;

- Concise wording of policies is commendable
- Adoption of a 'Vision Statement' required (see below)
- Affordable housing; Dunsfold had analysed this and concluded they already had sufficient provision allowed for. The SG agreed we should do a similar exercise for Alfold.

**Action; to be assigned**

- Self Build; Dunsfold have made an explicit allocation for future sites to come forward for self-build. After discussion, it was decided to put this idea to Alfold residents at the forthcoming Consultation, and meanwhile to check WBC policies in the LPP1/2.

**Action; Alasdair**

- Land Use; Dunsfold had analysed this which provided evidence for a plan policy for the future. The SG feel this approach could be helpful for Alfold, and the data should be researched.

**Action; to be assigned**

- Natural Environment; we should consider whether it is appropriate to have a separate policy for this (at present we group it under 'conservation'). The SEA Baseline Report will provide evidence on which to make this decision.

**Action; to be assigned**

- Flooding; we should consider whether it is appropriate to have a separate policy for this (at present unclear under which policy heading we will address it, see note on 'Infrastructure' following). The SEA Baseline Report will provide evidence on which to make this decision.

**Action; to be assigned**

- Access & Traffic; we should consider whether it is appropriate to have a separate policy for this (at present unclear under which policy heading we will address it). This was a topic of concern raised by Alfold residents in the parish survey, and should be ascribed due importance.

**Action; to be assigned**

- Infrastructure; this is a very broad subject, and one about which concern was raised by Alfold residents in the parish survey, and should thus be ascribed due importance. It had been discussed at an early stage by the SG, however at present a separate policy covering this subject is not being developed; this to be reconsidered, and if proceeded with, a decision taken on which topics are appropriate to cover (e.g. traffic and transport, drainage and flooding, community assets etc.)

**Action; to be assigned**

- Deliverability; while of relevance in the Dunsfold context, the SG felt this was not needed for the Alfold NP

## **Vision and Objectives**

The chairman pointed out that the higher level vision and aims of the ANP were still outstanding. He therefore put forward the following to the SG for consideration and comment;

### ***Vision***

*Alfold's Vision is to remain an attractive and desirable place to live, meeting the needs of all ages with a community seeking to provide a good quality of life for all residents in a rural village environment.*

*The Neighbourhood Plan aims to sustain and shape a thriving community, supported by appropriate infrastructure, offering a range of housing and employment opportunities, maintaining heritage assets, green areas and access to the countryside.*

**Action; all**

### ***Objectives (see text being circulated)***

1. *Housing*
2. *Environment*

3. *Infrastructure*
4. *Sustainable Businesses*
5. *Transport*

**Action; all**

### **NP Timetable and Process**

A typical milestones timetable for the production of an NP was circulated at the meeting; the remaining steps and target dates specific to the ANP will be documented by the chairman, circulated and then published on the Parish Council website.

**Action; Alasdair**

Key next step is the Public Consultation on the Site Assessments and Allocation. A provisional timeframe for this is w/c 6<sup>th</sup> May (or later), with a mid-week evening in the Village Hall being preferred. The format will be visual display boards, an explanatory presentation to members of the public, Q & A, followed by an exit questionnaire to obtain comments on the approach and policies being proposed. The next SG meeting in April will focus on preparation for the Consultation event. Alasdair will confirm venue and date.

**Action; Alasdair**

### **Policies for inclusion in the NP**

ANP Policy drafts; work-in-progress text was not discussed at this meeting, and work will continue in preparation for making these public at the planned Consultation, taking into accounts the general points observed above. Maggie suggested the approach at the consultation should be to present 'issues and options' for policies.

**Actions; as previously assigned, subject to review as above**

Maggie again raised the question of topic papers (evidence) for each policy. This was briefly discussed, and it is emerging that many of the topic areas will be covered in sections within the SEA Baseline Report (see below). An idea was put forward to consider holding a stakeholder meeting at which invited representatives of the village community could contribute to these topics; however this would need to be soon in order that the evidence forms part of the NP process. Stakeholders could include, for example; businesses, churches, sports club, Springbok community, Wey & Arun Canal charity etc. Maggie offered CSP to act as independent facilitators if it would be helpful.

It was noted that one key piece of evidence will be the 'Consultation Document' which should detail each step at which the public and stakeholders have been consulted in the NP process. It would be advisable to start writing this now, and add further evidence after each subsequent consultation.

### **Strategic Environmental Assessment (SEA)**

The SEA had been put on hold until the Site Assessments were complete; however, Maggie confirmed that even though we do not now propose to allocate any sites (except contingencies), we should still seek a screening opinion from WBC. This is now a matter of urgency and Alasdair will collate the

Baseline Report, requesting inputs from various SG members. The aim will be to submit this with a letter to WBC within 4 weeks, they submit to other Agencies after which we can expect a reply from them within 28 days.

**Action; Alasdair (with others)**

Alasdair will apply for AECOM SEA technical support package.

**Action; Alasdair**

Chris will contact the Dunsfold steering group for a copy of their SEA/screening opinion for information.

**Action; Chris**

### **State of the Parish Report**

It is becoming clear that much of the content of a State of The Parish Report will be covered in the SEA Baseline Report. Photographic evidence would be very useful. Alasdair will take these points into consideration when assigning actions for the next stage of drafting.

**Action; Alasdair**

### **Any Other Business**

None

### **Next Meeting**

The next meeting will be held on Monday 8<sup>th</sup> April, 7.30pm in the Green Room.

An officer from WBC will be invited to the next meeting.

**Action; Alasdair**

The meeting ended at 9.30pm.

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## 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 ( <a href="https://www.nomisweb.co.uk">https://www.nomisweb.co.uk</a> )
NP	Neighbourhood Plan ('The Plan')
NPPF	National Planning Policy Framework ( <a href="https://www.gov.uk/government/publications/national-planning-policy-framework--2">https://www.gov.uk/government/publications/national-planning-policy-framework--2</a> )
ONS	Office for National Statistics
PIP	Permission In Principle
PPG	Planning Practice Guidance ( <a href="https://www.gov.uk/government/collections/planning-practice-guidance">https://www.gov.uk/government/collections/planning-practice-guidance</a> )
SCC	Surrey County Council
SEA	Strategic Environmental Assessment
(ANP) SG	(Alfold Neighbourhood Plan) Steering Group
WBC	Waverley Borough Council