

Progress Report December 2017

Brettenham & Kilverstone Parish Council

Croxton Parish Council

Purpose of Report

The purpose of this report is to provide Croxton and Brettenham & Kilverstone Parish Councillors with an update on progress made in respect of the production of the Joint Neighbourhood Plan (JNP) since August 2017.

Regulation 14 – Formal Consultation – 11th August 2017- 29th September 2017

Following agreement of the Parish Councils on 2nd August 2017, the formal Regulation Consultation was held between 11th August and 29th September. This is the first formal consultation stage and the consultation period must be a minimum of 6 weeks. Hard copies of the documents were available for inspection at:

- Breckland Council Offices in Dereham
- Thetford Library
- Telephone kiosk in Croxton
- Kilverstone Estate Office
- Farm Office, Brettenham Manor

A press release was also issued, and articles published in the EDP and the Thetford and Brandon Times. A flyer was also produced and delivered to all residents. Documents were available electronically on the Joint Neighbourhood Plan website and on the individual Parish Council websites. An email with the links to the document was sent jointly by the Parish Chairman to a wide range of statutory and non-statutory consultees inviting comments.

Following the end of the consultation over 151 individual comments had been made by 11 consultees. Detailed comments were received from a number of the statutory agencies including Natural England, Historic England, Breckland District Council and Norfolk County Council.

Analysis of Representations

During October 2017, all comments have been individually recorded (as required by the regulations) and a suggested response to each comment has been produced. Response tables for both the JNP policies and the Conservation Area Appraisal have been produced.

Summary of representations

The key issues raised by the consultation can be summarised below:

- Factual updates to text and maps
- Minor changes in policy wording to be consistent with national terminology
- Need to address flooding and surface water drainage
- Greater clarity over the relationship with the SUE
- Suggested additions to the list of non-designated heritage assets
- Need to strengthen rationale for the identified strategic gaps.
- Consolidation of references to protecting the natural environment into one policy
- More photographs to be included in the JNP document to illustrate specific policies.
- Requirement for a glossary

A number of the respondents welcomed the documents and the amount of hard work that had gone into producing the Character Appraisal.

Following, analysis of the representations the following changes have been made to the JNP policies and the Character Appraisal document:

4.45 Following consideration of these representations the following key changes were made to the JNP policies and Character Appraisal documents:

- Changes to the SUE policy to reflect the need for gradual transition between urban and rural character
- New Natural Environment Policy
- New policy on Floodrisk and Surface Water Drainages
- New Policy on Greens and Open Spaces
- Additional wording and rationale to reinforce policy on areas outside of the villages to be protected from development to avoid the coalescence of settlements
- Identification of additional non-designated heritage assets
- Identification of specific traffic concerns within the villages.
- Addition of a glossary, complete list of non-designated heritage assets

and photographic credits.

Councillors may recall that the proposed revisions were circulated for comment at the end of October and the beginning of November 2017. Changes suggested by Councillors have also been accommodated and the documents further revised.

In addition, the two process documents required under the regulations – the Basic Conditions Statement and the Consultation Statement have been produced.

Regulation 16 – Submission of the Joint Neighbourhood Plan

The next formal stage is Regulation 16 Submission. Once the revised JNP Policies, Character Appraisal, Consultation Statement and Basic Conditions Statement are approved by the Parish Councils they can be submitted to Breckland Council.

Breckland will then make a determination as to whether the documents satisfy the “basic conditions” as set out in the legislation. If Breckland are satisfied, they will then undertake a further period of public consultation and comments received will be passed to the person appointed to Examine the plan.

Breckland have the responsibility to appoint the examiner although they have indicated they would discuss the appointment with the Parish Councils.

Current Position

A meeting was held on 4th December with Breckland Council Officers. The aim of the meeting was to update on the current status of the documents, agree the process for Regulation 16 and to agree a set of maps to accompany the documents.

Following the meeting the Consultation Statement and Basic Condition Statement have been sent to Breckland in draft for any comments. Breckland Officers agreed to provide any comments before Christmas.

Draft Timeline

The current timeline that we are working to is as follows:

4 th De	Meeting with BDC to agree the way forward
5 th Dec	BDC provided revised Maps Consultation Statement sent to BDC for review

6 th Dec	Basic Conditions Statement sent to BDC for review
w/c 11 th Dec	BDC officers to review both documents
w/c 18 th Dec	BDC officers to provide comments to PC
22 nd Dec	Parish Councillors to be provided with copy of all 4 documents for review
11 th Jan 18	Joint Steering Group Meeting to sign of Reg 16 versions
19 th Jan 18	Submission to BDC
Feb/Mar	BDC to issue advice on Basic Conditions
Apr/May	REG 16 Consultation
June/July	Examination
Autumn	Referendum

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