

Wickhambrook Parish Council

Minutes

Of an extra-ordinary meeting of the Parish Council held on **Thursday 1 February 2024**

Present: Cllrs Couzens, Karunaratne, Lavelle, and Turner

WS Cllr Sarah Pugh

Clerk: Hilary Workman & 20 residents of the parish

Councillor Mike Lavelle welcomed residents of the parish to the meeting

EO.24.02.01 **Noted:** To note or approve apologies for absence:

- Cllr Mel Karunaratne – travel delays

EO.24.02.02 **Noted:** That when invited, the following declarations:

2.1 Members' Declarations of Local Non-Pecuniary Interests Disclosable Pecuniary Interest and/or Other Registerable Interests in subsequent Agenda items:

Agenda item 5: Cllrs Mike Lavelle & Paul Couzens

2.2 Declarations of lobbying for planning matters on the agenda their nature, including gifts of hospitality exceeding £25 - None

2.3 Requests for dispensations

Agenda item 5: Cllrs Mike Lavell and Paul Couzens – approved by Clerk (Min. 23.09.2.3)

2.4 Additions and/or deletions to the Council's Register of Interests - None

EO.24.02.03 **Noted:** Public Forum – (**Open Session**)¹. 19:32

That when comments or questions on any Agenda item or matters of concern from those members of the public present were invited, the following:

(Questions (in bold) and comments from members of the public are summarised below with any response)

- Thank you for listening and taking on board feedback.
- **What was behind the changed strategy following the January Parish Council meeting and subsequent NPWG meeting?**

Having considered the many comments made and concerns raised during the consultation period and subsequently at the parish council meeting on 11th January about properties listed in WHB 11, the Neighbourhood Plan Working Group agreed that it wished the parish council to consider removing the draft list of proposed properties in WHB 11. However, it respected the wishes of residents in previous surveys as expressed in the consultation on the draft plan and had asked that appropriate statements be added to the neighbourhood plan, (yet to be determined), that would reinforce what the plan already says about proposals for new development respecting the character and distinctiveness of the immediate area including the significance of the historic environment and heritage assets. Any planning applications once the Neighbourhood Plan (NP) was made would then be considered against characteristics of the immediate area. For example, in Attleton Green, there are some listed properties, some had been included in the draft list of NDHA's under Policy WHB11, and other properties were neither list nor included in the draft list of NDHA's, but would still be likely to contribute significantly to the character of the immediate area. The NPWG considered that this new approach avoid singling out individual properties, but would take into account the characteristic of the neighbourhood.

¹ The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chairman of the meeting.

Signed: *Mike Lavelle*

Dated: *29/02/2024*

- It was confirmed that West Suffolk Council can identify properties as meeting the Historic England criteria for Non-Designated Heritage Assets as part of their planning process. Local residents have a right to respond to planning applications (they are usually consulted directly) as part of the planning process, and the planning authority will take (material considerations) into account.
- **Why did Wickhambrook include a draft list of NDHA's when other Neighbourhood Plans hadn't?**
Other made and NP's currently being prepared had included a list of NDHA's, for example, Great Barton – GB14 (22 listed).
- West Suffolk's allocation (Site AP53, on agricultural land) is not sympathetic to the neighbourhood – the site, on Claydon's land, has not yet been considered for planning permission. Confirmed that planning permission had been granted for factory use. The proposed allocation site has been the subject of Site Masterplanning as part of the preparation of the NP, and if the site was brought forward for development in the future it would still require planning permission.
- **How many houses had been built in Wickhambrook recently?**
- Meadows development on Cemetery Road (DCabout 40
- **What control do we have to ensure that developers put in infrastructure?**
Cllr Lavelle noted that infrastructure had to be considered and put in first (this was usually as part of a S.106 agreement) and that in responses to planning applications the parish council would reference the NP and the need for adequate and appropriate infrastructure which should be put in place before development begins.
- **Was the allocation by West Suffolk a target or a mandatory requirement for development?**
The clerk was asked to seek clarification from West Suffolk and advise the outcome (see comment) allocation is West Suffolk's housing target. It was noted that the allocation (40 homes) relates to the parish, and not the village centre (although the allocation is restricted to site AP53 which will be included within the revised settlement boundary) and did not include infill properties. 850 homes per year would be required across the District to meet the 5 year land supply.
- Very good proposal to remove the WHB11 and look on the basis of the immediate area
- **Who will decide what gets to be built where in the parish?**
If somebody wants to build on a plot of land they need to apply for planning permission. West Suffolk circulate applications to the parish and neighbouring properties, who can look at the plans and submit their comments to West Suffolk (within timescales) who will consider any submissions when determining application e.g. doesn't fit in the Character Areas and Design Guidance as set out on the Neighbourhood Plan
- **Please could the parish council confirm the timeline for the plan?**
The clerk confirmed that once the planning consultants (Places4People) had reviewed all of the submissions from the consultation on the draft plan, referring to any changes in legislation, planning policy and national frameworks, a table of modifications to the draft plan would be brought back to the parish council for approval. This was not likely to be before the scheduled meeting in April. It was hoped that, subject to independent examination of the plan and any subsequent modifications recommended by the independent examiner, a referendum would take place in the autumn.
- The screening which was a requirement of the second planning permission (factory on Claydon land) had not been established. The parish council advised it was their understanding that building relating to this permission had not yet commenced.

- **Is there an opportunity for individual householders to put forward reasons why they would like their property to be listed as Non-designated Heritage Asset?**

Noting that there were three residents at the meeting who would like their properties to be included on a list of NDHA's, the meeting asked the clerk to clarify with West Suffolk whether there was a process for this.

20:03 Mel Karunaratne joined the meeting

- Vast majority of residents wanted protections to the character of housing in the parish.
- West Suffolk Cllr Sarah Pugh noted that it was good that residents in the parish were so passionate about their village, and advised that the housing allocations which form part of the draft Local Plan evidence a five year land supply, which enables the planning authority to control development across the district. For this reason, the housing allocations allocated to each town and parish are a requirement. Cllr Pugh drew attention to the consultation on the Draft Local Plan which had commenced on 30th January and runs until 12th March, and the opportunity for residents to attend a number of drop in sessions in venues across the district. Planning Officers would be present at the drop in events to answer questions. Upon completion of the consultation and any proposed modifications, the draft Local Plan would be sent to the Secretary of State for their decision.
- **Could the parish council send a representative to attend one of the Local Plan drop in sessions?**

Cllr Pugh advised that the drop-in sessions were for residents and not organisations.

- **Was the WHB11 (draft list of NDHA's going to be removed from the Neighbourhood Plan)?**

It was confirmed that this was what the NPWG was asking the parish council to do.

How far does listing extend beyond elevation of property?

The meeting asked the clerk to seek advice on **this.**

Public Session closed at 20:19 and members of the public left.

EO.24.02.04 **Noted:** Correspondence to this meeting not dealt with as an Agenda item or in the Clerk's report:

5.1 Cllrs noted the sad loss of former District and County Councillor Mary Evans, who did so much for the parish of Wickhambrook.

EO.24.02.05 **Noted:**

Cllrs considered an update on the preparation of the Draft Neighbourhood Plan with respect to Policy WHB 11 – Buildings and Structures of Local Significance (Non-Designated Heritage Assets) (previously circulated as **WPC.EO.24.02.01**) and agreed that:

That the parish council ask its planning consultant (Places4People Ltd) to:

- remove the draft list of proposed properties in WHB 11; and**
- draft appropriate statements to be added to the neighbourhood plan, (yet to be determined), that reinforce what the plan already says about proposals for new development respecting the character and distinctiveness of the immediate area including the significance of the historic environment and heritage assets for approval at a future meeting of the parish council.**

EO.24.02.06 **Noted:** the following Planning applications notified by West Suffolk Council

6.1 DC/24/0066/HH Householder Planning Application

- a. one and a half storey side extension
- b. one and a half storey rear extension
- c. cladding to replace existing rendered areas and cladding to proposed elevations
- d. replace existing roof tiles

St Helier Attleton Green Wickhambrook Suffolk CB8 8YB

Cllrs noted that the proposal was in keeping with current housing and had no objections.

6.2 DC/24/0082/TPO TPO 038 (1978) tree preservation order

removal of up to six metres of the protected trees/hedgerow line as per arboricultural tree survey

Chapel Road Ousden

Cllr Pugh of West Suffolk advised that the site was in Ousden.

No response required

6.3 Resolved:

That the Clerk make known the Council's comments on planning applications above to the Corporate Manager, Growth & Sustainable Planning at West Suffolk Council.

EO.24.02.07 **Noted:**

West Suffolk Council have confirmed that no request had been received from 10 electors in respect of the vacancy arising from the resignation of Sandy Thwaite, and that the parish council may therefore proceed to fill the vacancy by co-option.

EO.24.02.08 **Noted:** That when Any other matters for information, to be noted or for inclusion on a future agenda were invited, the following:

- Apologies from Sarah Pugh for the scheduled meeting on 29th February
- West Suffolk Consultation on draft Local Plan
- Co-option – Andrea Grimes

EO.24.02.09 **Noted:** that the scheduled date for the next meeting was Thursday 29th February beginning at 7:00pm at Pavilion, Wickhambrook Memorial Social Centre.

EO.24.02.10 **Noted:** Close of meeting 20:28

Signed: *Mike Lavelle*

Dated: *29/02/2024*