

## Response to West Suffolk Consultation on Services & Facilities Matrix for Local Plan

West Suffolk is continuing to develop its Local Plan. A local plan provides a vision for the growth and development of an area and policies which sets out the way that the plan aims to meet the housing, employment, social and community needs of an area while at the same time protecting and enhancing the natural, built and historic environment.

This is ongoing work in their process of drawing up a local plan for West Suffolk, which will provide strategic and local policies that will enable and guide the delivery of sustainable growth to 2040..

In brief the process can be described in three stages:

- This issues and options stage is the very beginning of the process of producing a plan for West Suffolk. Its scope is to identify the key strategic issues. The plan should address and set out options and initial ideas for the strategic policies in areas such as housing and economic growth and where the growth might take place (distribution), and the provision of strategic infrastructure. **This is what was considered and the parish responded to in November 2020.**
- Further research and studies then need to be carried out to give West Suffolk the evidence we need to develop strategic and local policies. This work and responses to this issues and options stage will contribute to the next stage, the preferred options draft of the plan. **This is what is taking place now, and the Sustainability and Facilities matrix forms part of this work.** West Suffolk anticipate that a full consultation on this next stage of preparing the plan will take place early in 2022.
- Responses to consultation on the second document will inform the submission draft of the local plan and it is this draft, together with the responses to it that will be examined by an independent inspector appointed by the Secretary of State.

The Sustainability and Facilities Matrix forms the evidence base being prepared to support the Local Plan is a study to identify those settlements in the district which would be the most appropriate to deliver sustainable growth and inform a new settlement hierarchy for the district.

The closing date of the consultation was set as 30<sup>th</sup> September. West Suffolk have approved an extension to allow Wickhambrook Parish Council to submit comments on 1<sup>st</sup> October 2021.

A copy of the Sustainability and Facilities Matrix which West Suffolk is consulting on is attached as **Appendix A**, and the draft response for consideration by the Parish Council (which identifies a number of factual errors in the information for Wickhambrook) is attached as **Appendix B**.

### **Recommendation:**

**That the Clerk make known to West Suffolk Council the Council's responses to the Services and Facilities Matrix consultation, as tabled at WPC.21.09.03 (Appendix B) subject to any modifications agreed by the Council at its meeting.**

## Sustainable Settlements Matrix - September 2021 update

Settlement	Former St Edmundsbury area 2010 designation	Former Forest Heath area 2010 designation	2020 Category	Dwelling stock within current settlement boundary and environs (May 2021)	Population (parish mid-year estimate 2019)	Primary school	Early years	GP	Public house	Convenience food shop	Community run shop/post office	Permanent Post office	Library building	Village Hall/community meeting place	play area and/or recreation ground	Train station (or within 1km of train station)	Red/amber/green bus service rating (based on best connection to higher order settlement, or larger settlement over the district boundary)	Within 2km of higher order settlement using established walking/cycling routes	Within 5km of higher order settlement using established cycling routes
<b>Brandon</b>		Town	1. Town	4379	9343	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Amber		
<b>Bury St Edmunds</b>	Town		1. Town	19974	41,139	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Green		
<b>Haverhill</b>	Town		1. Town	11209	27,481	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	No	Green		
<b>Mildenhall</b>		Town	1. Town	3957	9,054	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	No	Amber		
<b>Newmarket</b>		Town	1. Town	8278	16,599	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Green		
<b>Barrow</b>	Key service centre		2. Key Service Centre	766	1887	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes	Yes	No	Red		
<b>Clare</b>	Key service centre		2. Key Service Centre	990	2173	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	No	Amber		
<b>Ixworth</b>	Key service centre		2. Key Service Centre	910	2256	Yes	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes	No	Amber		
<b>Kedington</b>	Key service centre		2. Key Service Centre	788	2032	Yes	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes	No	Amber		
<b>Lakenheath</b>		Key service centre	2. Key Service Centre	2229	5149	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Amber		
<b>Red Lodge</b>		Key service centre	2. Key Service Centre	2703	6055	Yes	Yes	Yes	Yes	Yes	No	No	No	Yes	Yes	No	Amber		
<b>Stanton</b>	Key service centre		2. Key Service Centre	1136	2830	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes	Yes	No	Amber		
<b>Bardwell</b>	Local service centre		3. Local Service Centre	289	862	Yes	No	No	Yes	No	No	Yes	No	Yes	Yes	No	Amber		
<b>Barningham</b>	Local service centre		3. Local Service Centre	357	941	Yes	No	No	Yes	Yes	No	Yes	No	Yes	Yes	No	Amber		

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<b>Beck Row</b>		Primary village	3. Local Service Centre	1376	5902	Yes	Yes	No	Yes	Yes	No	No	No	Yes	Yes	No	Amber		
<b>Cavendish</b>	Local service centre		3. Local Service Centre	401	999	Yes	No	No	Yes	No	Yes	No	No	Yes	Yes	No	Amber		
<b>Exning</b>		Primary village	3. Local Service Centre	951	2171	Yes	Yes	No	Yes	Yes	No	Yes	No	Yes	Yes	No	Green	Yes - Newmarket	
<b>Great and Little Whelnetham</b>	Local service centre		3. Local Service Centre	266	1039	Yes	Yes	No	Yes	Yes	No	Yes	No	Yes	Yes	No	Amber		
<b>Great Barton</b>	Local service centre		3. Local Service Centre	643	2313	Yes	Yes	No	Yes	Yes	No	Yes	No	Yes	Yes	No	Amber		Yes - Bury St Edmunds (town)
<b>Hopton</b>	Local service centre		3. Local Service Centre	235	634	Yes	Yes	No	Yes	Yes	No	No	No	Yes	Yes	No	Amber		
<b>Hundon</b>	Local service centre		3. Local Service Centre	339	1891	Yes	Yes	No	Yes	No	Yes	No	No	Yes	Yes	No	Amber		
<b>Moulton</b>		Secondary village	3. Local Service Centre	353	1290	Yes	Yes	No	Yes	Yes	No	Yes	No	Yes	Yes	No	Amber		Yes - Newmarket (town)
<b>Rougham</b>	Local service centre		3. Local Service Centre	289	1207	Yes	Yes	No	Yes	Yes	No	Yes	No	Yes	Yes	No	Red		
<b>West Row</b>		Primary village	3. Local Service Centre	561	1725	Yes	Yes	No	Yes	Yes	No	No	No	Yes	Yes	No	Amber		
<b>Wickhambrook</b>	Local service centre		3. Local Service Centre	245	1286	Yes	No	Yes	Yes	Yes	No	Yes	No	Yes	Yes	No	Amber		

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<b>Barnham</b>	Infill village		4. Type A Village	135	609	Yes	No	No	No	No	No	No	No	Yes	Yes	No	Amber		
<b>Barton Mills</b>		Secondary village	4. Type A Village	330	1163	No	No	No	Yes	No	No	No	No	Yes	Yes	No	Amber	Yes - Mildenhall (town)	
<b>Chedburgh</b>	Local service centre		4. Type A Village	264	668	No	Yes	No	No	No	No	No	No	Yes	Yes	No	Amber		
<b>Fornham All Saints</b>	Infill village		4. Type A Village	326	1342	No	No	No	Yes	No	No	No	No	Yes	Yes	No	Amber	Yes - Bury St Edmunds (town)	Yes - Bury St Edmunds (town)
<b>Fornham St Martin</b>	Infill village		4. Type A Village	361	1260 (with Fornham St Genevieve)	No	No	No	Yes	No	No	No	No	Yes	Yes	No	Amber	Yes - Bury St Edmunds (town)	Yes - Bury St Edmunds (town)
<b>Freckenham</b>		Secondary village	4. Type A Village	123	366	No	Yes	No	Yes	No	No	No	No	Yes	Yes	No	Red		
<b>Great Thurlow with Little Thurlow</b>	Local service centre		4. Type A Village	95	403	Yes	Yes	No	Yes	No	No	No	No	Yes	Yes	No	Amber		
<b>Honington and Sapiston</b>	Infill village		4. Type A Village	177	1545	Yes	Yes	No	Yes	No	No	No	No	Yes	No	No	Red		
<b>Horringer</b>	Infill village		4. Type A Village	369	1080	Yes	Yes	No	Yes	No	No	No	No	Yes	Yes	No	Amber		
<b>Icklingham</b>		Secondary village	4. Type A Village	148	370	No	No	No	Yes	No	No	No	No	Yes	Yes	No	Amber		
<b>Ingham</b>	Local service centre		4. Type A Village	174	423	No	No	No	Yes	Yes	No	Yes	No	Yes	Yes	No	Amber		
<b>Kentford</b>		Primary village	4. Type A Village	428	470	No	No	No	Yes	Yes	No	Yes	No	Yes	No	Yes	Amber		

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<b>Pakenham</b>	Infill Village		4. Type A Village	191	901	No	Yes	No	Yes	Yes	No	Yes	No	Yes	Yes	No	Red		
<b>Risby</b>	Local service centre		4. Type A Village	320	869	Yes	Yes	No	Yes	No	No	No	No	Yes	Yes	No	Amber		
<b>Stoke by Clare</b>	Infill village		4. Type A Village	163	506	No	No	No	Yes	No	Yes	No	No	Yes	Yes	No	Amber		
<b>Stradishall</b>	Infill village		4. Type A Village	63	468	No	No	No	No	No	No	No	No	Yes	Yes	No	Amber		
<b>Troston</b>	Infill village		4. Type A Village	131	810	No	No	No	Yes	No	No	No	No	Yes	Yes	No	Amber		
<b>Tuddenham</b>		Secondary village	4. Type A Village	162	410	No	No	No	Yes	Yes	No	No	No	Yes	Yes	No	Amber		
<b>Worlington</b>		Secondary village	4. Type A Village	181	521	No	No	No	Yes	No	No	No	No	Yes	Yes	No	Amber		
<b>Bradfield St George</b>	Infill village		5. Type B Village	71	408	No	No	No	No	No	No	No	No	Yes	Yes	No	Red	Yes - Rougham (LSC)	
<b>Chevington</b>	Infill village		5. Type B Village	215	612	No	No	No	Yes	No	No	No	No	Yes	No	No	Amber		
<b>Coney Weston</b>	Infill village		5. Type B Village	122	397	No	No	No	Yes	No	No	No	No	Yes	Yes	No	Amber	Yes - Barningham (LSC)	
<b>Cowlinge</b>	Infill village		5. Type B Village	64	602	No	No	No	Yes	No	No	No	No	Yes	No	No	Red		
<b>Elveden</b>		Secondary village	5. Type B Village	49	229	Yes	No	No	Yes	No	No	No	No	Yes	No	No	Amber		
<b>Eriswell</b>		Secondary village	5. Type B Village	48	3378	No	No	No	Yes	No	No	No	No	Yes	Yes	No	Amber		
<b>Gazeley</b>		Secondary village	5. Type B Village	284	660	No	No	No	Yes	No	No	No	No	Yes	No	No	Red		Yes - Moulton (LSC)
<b>Great Bradley</b>	Infill village		5. Type B Village	109	380	No	No	No	No	No	No	No	No	Yes	Yes	No	Red		

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<b>Hargrave</b>	N/A		5. Type B Village	65	Not available	No	No	No	No	No	No	No	No	Yes	No	No	Amber		
<b>Hawkedon</b>	Infill village		5. Type B Village	30	120	No	No	No	Yes	No	No	No	No	Yes	No	No	Red		
<b>Hepworth</b>	Infill village		5. Type B Village	147	565	No	No	No	No	No	No	No	No	Yes	Yes	No	Amber		
<b>Holywell Row</b>		Secondary village	5. Type B Village	135	(included with Beck Row)	No	No	No	No	No	No	No	No	Yes	No	No	Amber	Yes - Beck Row (LSC)	
<b>Lidgate</b>	Infill village		5. Type B Village	75	223	No	No	No	Yes	No	No	No	No	Yes	Yes	No	Red		
<b>Lords Walk</b>		N/A	5. Type B Village	572	Not available	No	No	No	No	Yes	No	No	No	No	Yes	No	Amber		
<b>Market Weston</b>	Infill village		5. Type B Village	67	243	No	No	No	Yes	No	No	No	No	Yes	Yes	No	Amber	Yes - Hopton (LSC)	
<b>Ousden</b>	Infill village		5. Type B Village	65	235	No	No	No	Yes	No	No	No	No	Yes	Yes	No	Red		
<b>RAF Honington*</b>	Infill village - sustainable military settlement		5. Type B Village	344	Not available	No	No	No	No	Yes	No	Yes	No	No	No	No	Red		
<b>Rede</b>	Infill village		5. Type B Village	39	152	No	No	No	Yes	No	No	No	No	Yes	No	No	Amber		
<b>Stanningfield</b>	Infill village		5. Type B Village	150	Not available	No	No	No	Yes	No	No	No	No	Yes	No	No	Red		
<b>Stansfield</b>	Infill village		5. Type B Village	52	214	No	No	No	No	No	No	No	No	Yes	Yes	No	Red		
<b>Thelnetham</b>	Infill village		5. Type B Village	32	254	No	No	No	Yes	No	No	No	No	Yes	No	No	Red	Yes - Hopton (LSC)	Yes - Hopton (LSC)
<b>Whepstead</b>	Infill village		5. Type B Village	38	441	No	No	No	Yes	No	No	No	No	Yes	Yes	No	Amber		
<b>Withersfield</b>	Infill village		5. Type B Village	105	717	No	No	No	Yes	No	No	No	No	Yes	No	No	Red		

## Sustainable Settlements Matrix - September 2021 update

<b>Settlement</b>
<b>Former St Edmundsbury area 2010 designation</b>
<b>Former Forest Heath area 2010 designation</b>
<b>2020 Category</b>
<b>Dwelling stock within current settlement boundary and environs (May 2021)</b>
<b>Population (parish mid-year estimate 2019)</b>
<b>Primary school</b>
<b>Early years</b>
<b>GP</b>
<b>Public house</b>
<b>Convenience food shop</b>
<b>Community run shop/post office</b>
<b>Permanent Post office</b>
<b>Library building</b>
<b>Village Hall/community meeting place</b>
<b>play area and/or recreation ground</b>
<b>Train station (or within 1km of train station)</b>
<b>Red/amber/green bus service rating (based on best connection to higher order settlement, or larger settlement over the district boundary)</b>
<b>Within 2km of higher order settlement using established walking/cycling routes</b>
<b>Within 5km of higher order settlement using established cycling routes</b>

Red/amber/green bus service rating (based on best connection to higher order settlement, or larger settlement over the district boundary)

Red - Services that are less frequent than hourly, or operate during limited times

Amber - At least an hourly service from 9am (at the latest) to 5pm (at the earliest)

Green - At least an hourly service running from at least 7am (at the latest) to 7pm (at the earliest)

To all parish councils in West Suffolk

Contact: Planning Policy

Email: [planning.policy@westsuffolk.gov.uk](mailto:planning.policy@westsuffolk.gov.uk)

Tel: 01284 757368

Date: As postmark/email

Dear parish clerk

## **West Suffolk Local Plan: September 2021 review of services and facilities**

The council is in the early stages of preparing a new local plan for West Suffolk. The first formal public consultation on the issues and options draft of the plan took place in late 2020 and officers are now preparing the preferred options draft plan for consultation commencing in March 2022.

You may recall that in October 2019 we contacted every parish to invite comments on a draft matrix in respect of its factual accuracy of the sustainability criteria recorded for settlements in their areas. The purpose of this exercise was to understand which were the most sustainable settlements in the district through applying a set key sustainability criterion, such as the presence of shops, schools etc. This information was used to help draft a new settlement hierarchy which was part of the issues and options consultation. The final matrix was included within the sustainable settlements study which is evidence to support the hierarchy and can be viewed on the council's website at [West Suffolk Sustainable Settlements Study](#)

We are now reviewing the sustainable settlements study, criteria and matrix to help assess whether any changes need to be made to the hierarchy ahead of the consultation next year. It is important to note that the revised matrix presents a snapshot in time and will be kept under regular review as the local plan progresses.

As a result of comments received at the last consultation and further evidence work, the following changes have been made to the 2019 matrix;

- The replacement of a scoring system of one point per criteria with a 'yes' 'no' to ensure a simple and factual capture of services and facilities.
- The inclusion of the following sustainability criteria which will help draw out further differences between settlements:



- community run shop and/or post office
  - village hall and/or community meeting place
  - train station (or within one kilometre of a train station)
- 
- the commutable bus service criteria has been strengthened and replaced with a red, amber, green rating (based on best connection to higher order settlement, or larger settlement over the district boundary)
  - The proximity criteria have been amended to capture linkages between all higher order settlements and not just towns through the use of established walking and/or cycling routes.
  - The services and facilities in the matrix reflect the situation as of end of August 2021, following officer research and site visits as well as feedback from local councillors.

We are now inviting all parishes to comment on the revised matrix (attached to the email) in respect of the factual accuracy of the sustainability criteria recorded for settlements in their parish. Also attached to this letter is a response proforma for recording your comments with some notes for clarification on dwelling stock numbers, mid-year population estimates and the exclusion of small settlements from the matrix. We would be grateful if you could complete and return the proforma this to the email address above by **30 September 2021**.

If you have any questions on the local plan process or the sustainable settlements study, please do not hesitate to contact planning policy using the contact details above.

Yours faithfully



**Marie Smith**  
**Strategic Planning Service Manager**

## **Notes on matrix for clarification:**

### **Location of services and facilities**

The information in the matrix reflects services and facilities within each settlement or located in close proximity to it by an established walking/cycling route.

### **Dwelling stock within current settlement boundary and environs (May 2021)**

This information is generated from all properties paying council tax within the settlement boundary of the place listed. This is included in the matrix for information only and will be updated prior to the next local plan consultation to take account of any new properties built.

### **Population (parish midyear estimates 2019)**

This is the most up to date information held at the parish level from the Office of National Statistics (ONS). The 2020 estimates will be available later in the year and the matrix updated ahead of the next local plan consultation.

### **The exclusion of smaller settlements in the matrix**

The matrix includes those settlements which have a red-line settlement boundary and defines the places considered the most sustainable in planning terms. Policies that would allow some small-scale growth in smaller settlements and hamlets without red-line boundaries (in the countryside) will be looked at through the preparation of the local plan. There may also opportunities for growth in these places through affordable housing exception sites where there is a defined local need.

## 2021 West Suffolk sustainable settlements review – comments form

Name of parish: Wickhambrook
Email address: parishclerk@wickhambrook.org.uk
<p>Please tell us about any settlements in your parish where the sustainability criteria information is factually incorrect and what the amendments should be.</p> <p>Bus services to higher level settlements:</p> <ul style="list-style-type: none"> <li>the Bus service to Haverhill (and/or Kedington) is not at least hourly from 9am to 5pm, as the bus service frequency drops to below hourly during the middle of the day (09:39; 10:39; 12:39; 13:39). Additionally, this service departs from Clopton Green, which is not within the settlement boundary of the parish – it is some 3km by most direct (road) route to the edge of the settlement boundary.</li> <li>the Bus service to Bury St Edmunds is not at least hourly from 9am to 5pm, as the as the bus service frequency drops to below hourly during the middle of the day (09:45; 10:52; 12:45; 13:45). Additionally, this service departs from Clopton Green, which is not within the settlement boundary of the parish – it is some 3km by most direct (road) route to the edge of the settlement boundary.</li> <li>The bus service to Newmarket is not at least hourly – leaving from Meeting Green (07:52; 10:46; 15:24; 16:16).</li> <li>The bus service to Clare is not at least hourly – leaving from Thorns Close (07:59; 16:28). Due to connections (or lack of) the morning service takes 7 hours 16 minutes to reach its destination.</li> </ul> <p>Based on the “at least hourly criteria between 9:00am and 5:00pm, the bus services should currently be listed as red.</p>
<p>Please tell us about any settlements in your parish <b>not</b> identified in the matrix which have <b>one or more</b> of the sustainability criteria (setting out which of the criteria they have.)</p> <p>Clopton Green – Pocket play park</p>
<p>Do you have any other comments on the matrix you would like to make?</p> <p>How will the yes/no responses be quantified to achieve an allocation to the various settlement categories – will more weight be attached to some criteria than others? This needs to be transparent.</p>