



East Suffolk House, Riduna Park, Station
Road, Melton, Woodbridge, IP12 1RT

Full Council

Members: All Councillors

Members are invited to **the Annual Meeting of the Full Council**
to be held on **Wednesday, 5 May 2021 at 2:00pm**

This meeting will be conducted remotely, pursuant to the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

The meeting will be facilitated using the Zoom video conferencing system and broadcast via the East Suffolk Council YouTube channel at
<https://youtu.be/PUeKkWXMYq0>.

An Agenda is set out below.

Part One – Open to the Public

Pages

- 1 Election of a Chairman**
To elect a Chairman of the Council for the 2021/22 Municipal Year
- 2 Election of a Vice-Chairman**

To elect a Vice-Chairman of the Council for the 2021/22 Municipal Year.

3 Apologies for Absence

To receive apologies for absence, if any.

4 Declarations of Interest

Members and Officers are invited to make any declarations of Disclosable Pecuniary or Local Non-Pecuniary Interests that they may have in relation to items on the Agenda and are also reminded to make any declarations at any stage during the Meeting if it becomes apparent that this may be required when a particular item or issue is considered.

5 Announcements

To receive any announcements from the Chairman, the Leader of the Council, members of the Cabinet, or the Chief Executive, in accordance with Council Procedure Rule 5.1(e).

6 Political Balance and Allocations of Seats on Committees 2021/22 ES/0730 1 - 13

Report of the Leader of the Council

7 Appointments to Outside Bodies 2021/22 ES/0731 14 - 23

Report of the Leader of the Council

8 Appointments to Working Groups 2021/22 ES/0732 24 - 33

Report of the Leader of the Council

9 The future of Remote Meetings; returning to Face-to-Face Meetings ES/0735 34 - 46

Report of the Leader of the Council

10 Appointment of Monitoring Officer ES/0734 47 - 51

Report of the Leader of the Council and the Cabinet Member with responsibility for Resources

11 Neighbourhood Plans - Bredfield, Kesgrave and Reydon ES/0733 52 - 232

Report of the Cabinet Member with responsibility for Planning and Coastal Management

Part Two – Exempt/Confidential

There are no Exempt or Confidential items for this Agenda.

Close



Stephen Baker, Chief Executive

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democraticservices@eastssuffolk.gov.uk



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East Suffolk Council is committed to achieving excellence in elected member development

www.local.gov.uk/Community-Leadership



FULL COUNCIL

Wednesday, 05 May 2021

Subject	Political balance and allocation of seats on Committees 2021/22
Report by	Leader of the Council - Councillor Steve Gallant
Supporting Officer	Hilary Slater Head of Legal and Democratic Services 01394 444336 hilary.slater@eastsuffolk.gov.uk

Is the report Open or Exempt?	OPEN
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Category of Exempt Information and reason why it is NOT in the public interest to disclose the exempt information.	NOT APPLICABLE
Wards Affected:	All Wards

Purpose and high-level overview

Purpose of Report:

Membership of the Committees and Sub-Committees of East Suffolk Council is determined under the terms of the Local Government (Committees and Political Groups) Regulations 1990.

Those provisions require the Authority to review the representation of political groups and individuals on the Committees, Sub-Committees, and other appropriate bodies to ensure that the seats on Committees are allocated by Group Leaders in proportion to the political groups' membership of the Council.

This report contains recommendations about the allocation of seats on the Council's Committees and Sub-Committees for the 2021/22 Municipal Year, that is until May 2022, due to the reduction in the number of seats on the Appointments Committee from six to three seats. Also, due to the recent resignation of Cllr Elliott in March this year.

Options:

None. The Council needs to appoint to its Committees and Sub-Committees to carry out its business effectively. Appointment to these bodies gives Members an opportunity to carry out their community leadership role and enables cross party views to be given on specific issues which is healthy for democracy and good decision-making.

Recommendations:

1. That, with effect from 5 May 2021, seats on Committees and Sub-Committees of the Council be allocated in accordance with the nominations made in Appendix A to this report.
2. That the Chief Executive Officer calculates the political balance of the Council, to take account of the results of the by-elections for the Framlingham Ward and the Beccles and Worlingham Ward, to be held on 6 May 2021, and declared on 10 May 2021, and agrees them with all of the Group Leaders.
3. That, after the revised political balance figures have been agreed with the Group Leaders, the Chief Executive Officer, acting in consultation with the Group Leaders, makes any necessary changes to the allocation of seats and publicises those changes by way of an Officer Delegated Decision Notice.

Corporate Impact Assessment

Governance:

The Local Government & Housing Act 1989 requires that the overall political balance of the Council be reflected, where possible, in the appointment of Members to Committees and Sub-Committees of the Council (known informally as the political balance rules).

The appointment of Committees forms the democratic framework by which some Council decisions are made. Specific legislation applies to the regulatory committees that exercise quasi-judicial powers and separate legislation is in place for the Cabinet.

The appointment to Committees and Sub-Committees enables the work of the Council to be shared across all Council Members (where appropriate) and enables Councillors to undertake a range of duties that collectively underpin or deliver the democratic decision-making process within the Council.

ESC policies and strategies that directly apply to the proposal:

Decisions are implemented in accordance with the Council's Constitution and statutory legislation.

Environmental:

Not applicable

Equalities and Diversity:

Appointments to Committees enable Members to carry out their community leadership role and in considering the issues before them, help build a stronger, healthier, and just society.

The decision to constitute and appoint to Committees will not in itself lead to the tackling of inequality, disadvantage, and discrimination (particularly for the most vulnerable), but it will provide the framework for those issues to be addressed when making decisions or reviewing policies / services.

Financial:

Councillors can claim expenses for attending Council meetings which will be met from within the Council's agreed Scheme of Members' Allowances. In addition, positions such as Chairmen of Committees are awarded a Special Responsibility Allowance recognising the additional responsibilities that these positions have.

Human Resources:

Not applicable

ICT:

Not applicable

Legal:

Membership of the Committees and Sub-Committees of East Suffolk Council is determined under the terms of the Local Government (Committees and Political Groups) Regulations 1990. Specific legislation applies to the regulatory committees that exercise quasi-judicial powers and separate legislation is in place for the Cabinet.

External Consultees:	<p>External consultation is not required. The Leaders of the Political Groups were asked to nominate the members of the Council whom they wish to see occupy certain seats.</p> <p>Appendix A to this report shows the list of nominations which were received from each Group Leader, setting out their allocation of Members to each Committee.</p>
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Strategic Plan Priorities

Select the priorities of the Strategic Plan which are supported by this proposal: (Select only one primary and as many secondary as appropriate)		Primary priority	Secondary priorities
T01	Growing our Economy		
P01	Build the right environment for East Suffolk	<input type="checkbox"/>	<input type="checkbox"/>
P02	Attract and stimulate inward investment	<input type="checkbox"/>	<input type="checkbox"/>
P03	Maximise and grow the unique selling points of East Suffolk	<input type="checkbox"/>	<input type="checkbox"/>
P04	Business partnerships	<input type="checkbox"/>	<input type="checkbox"/>
P05	Support and deliver infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
T02	Enabling our Communities		
P06	Community Partnerships	<input type="checkbox"/>	<input type="checkbox"/>
P07	Taking positive action on what matters most	<input checked="" type="checkbox"/>	<input type="checkbox"/>
P08	Maximising health, well-being and safety in our District	<input type="checkbox"/>	<input type="checkbox"/>
P09	Community Pride	<input type="checkbox"/>	<input type="checkbox"/>
T03	Maintaining Financial Sustainability		
P10	Organisational design and streamlining services	<input type="checkbox"/>	<input type="checkbox"/>
P11	Making best use of and investing in our assets	<input type="checkbox"/>	<input type="checkbox"/>
P12	Being commercially astute	<input type="checkbox"/>	<input type="checkbox"/>
P13	Optimising our financial investments and grant opportunities	<input type="checkbox"/>	<input type="checkbox"/>
P14	Review service delivery with partners	<input type="checkbox"/>	<input type="checkbox"/>
T04	Delivering Digital Transformation		
P15	Digital by default	<input type="checkbox"/>	<input type="checkbox"/>
P16	Lean and efficient streamlined services	<input type="checkbox"/>	<input type="checkbox"/>
P17	Effective use of data	<input type="checkbox"/>	<input type="checkbox"/>
P18	Skills and training	<input type="checkbox"/>	<input type="checkbox"/>
P19	District-wide digital infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
T05	Caring for our Environment		

P20	Lead by example	<input type="checkbox"/>	<input type="checkbox"/>
P21	Minimise waste, reuse materials, increase recycling	<input type="checkbox"/>	<input type="checkbox"/>
P22	Renewable energy	<input type="checkbox"/>	<input type="checkbox"/>
P23	Protection, education and influence	<input type="checkbox"/>	<input type="checkbox"/>
XXX	Governance		
	How ESC governs itself as an authority	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>How does this proposal support the priorities selected?</p> <p>Membership of Committees and Sub-Committees of East Suffolk Council is determined under the terms of the Local Government (Committees and Political Groups) Regulations 1990. The Regulations require that the total number of seats for each group equates to the number of places on each Committee to which political balance requirements apply.</p> <p>Appointment to these bodies gives Members an opportunity to carry out their community leadership role and enables cross party views to be given on specific issues which is healthy for democracy and good decision-making.</p>			

Background and Justification for Recommendations

1 Background facts	
1.1	<p>Membership of Committees and Sub-Committees of East Suffolk Council is determined under the terms of the Local Government (Committees and Political Groups) Regulations 1990.</p> <p>Those provisions require the Council to review the representation of political groups and individuals on Committees, Sub-Committees, and other appropriate bodies in order to ensure that:</p> <ul style="list-style-type: none"> (1) No single political group has all seats on a Committee. (2) The majority of seats on a Committee is allocated to the majority political group. (3) The total number of seats on a Council's Committee is allocated in proportion to political groups' membership of the Council. (4) The seats on Committees are allocated in proportion to the political groups' membership of the Council.
1.2	<p>This report contains recommendations on the allocation of seats on the Council's Committees and Sub-Committees. There are 55 Council seats in total, on the Council. The political balance of the Council was last reviewed in September 2020, following the resignation of Cllr Taylor (Conservative) (Framlingham Ward). The political balance as of September 2020 is shown in table 3.1, below. Since then, Cllr Elliott (GLI) (Beccles and Worlingham Ward) resigned from the Council in March this year. Elections for the two vacant seats will take place on 6 May 2021, with the results being declared on 10 May 2021. The total number of seats on Committees was also reduced from 61 to</p>

	58, in March this year, following the reduction in size of the Appointments Committee from 6 to 3 seats.
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2 Current position

2.1 THE COUNCIL'S DEMOCRATIC STRUCTURE

Cabinet

The Full Council appointed the Leader of the Council for a four-year term of office at its Annual Meeting in May 2019 and the Leader then appoints the Cabinet.

The Cabinet (including the Deputy Leader) can be comprised of up to 10 Members and is exempt from the political proportionality rules under the Local Government Act 2000. It does not therefore form part of the Council's Committees.

Audit & Governance Committee

The Audit & Governance Committee is comprised of 9 Members and the political proportionality rules apply.

Members of the Cabinet are not able to sit on the Audit & Governance Committee.

Scrutiny Committee

The Scrutiny Committee is comprised of 13 Members and the political proportionality rules apply.

Scrutiny activity is undertaken by one Committee. The Committee will carry out detailed reviews, policy development and may call-in Cabinet decisions. It may appoint task and finish groups, which will be established for a specific purpose and be time bound. It may also undertake joint reviews or those involving the Council's partners.

Members of the Cabinet are not able to sit on the Scrutiny Committee.

Planning Committee (North)

The Planning Committee has 9 seats, which are allocated on a politically proportionate basis. This Committee considers planning applications which relate to the North of the District.

All Members and Substitute Members are required to have undertaken recent and relevant training on planning matters before they are able to serve on this Committee or instigate the Call-in process for planning applications.

All Members of the Planning Committee (North) also sit on the Strategic Planning Committee, along with the Members of the Planning Committee (South) and they provide high level, strategic direction regarding planning matters.

Planning Committee (South)

	<p>The Planning Committee has 9 seats, which are allocated on a politically proportionate basis. This Committee considers planning applications which relate to the South of the District.</p> <p>All Members and Substitute Members are required to have undertaken recent and relevant training on planning matters before they are able to serve on this Committee or instigate the Call-in process for planning applications.</p> <p>All Members of the Planning Committee (South) also sit on the Strategic Planning Committee, along with the Members of the Planning Committee (North) and they provide high level, strategic direction regarding planning matters.</p> <p><u>Strategic Planning Committee</u></p> <p>As the Strategic Planning Committee is made up of the Members of the North and South Planning Committees and the Cabinet Member who is the Portfolio Holder for Planning, the 18 seats on the Strategic Planning Committee have not been included in the total number of Committee seats, below.</p> <p><u>Licensing</u></p> <p>The Licensing Committee is comprised of 15 seats.</p> <p>The size of the Committee reflects both the statutory licensing responsibilities and the need to appoint Members to Licensing Sub-Committees (3 Members plus one Substitute) and to hear licensing appeals. All Members serving on the Licensing Committee are required to have received appropriate training before they undertake their role on the main Committee or serve on a Licensing Sub-Committee given their quasi-judicial nature.</p> <p><u>Appointments Committee</u></p> <p>The Appointments Committee has three seats (revised from 6 seats in report ES/0711 to Full Council on 24 March 2021).</p> <p>The Committee must comprise the Leader (or Deputy Leader in their absence), the relevant Cabinet Member (or another Cabinet Member in their absence), and one Member of the Opposition. It was agreed in March of this year that the one seat opposition seat would be shared between the Labour and GLI group, in the sense that the Leader of each of those groups would sit for alternating interviews.</p> <p>The Appointments Committee is politically balanced.</p> <p>The purpose of the Committee is to appoint the Heads of Service for the Council. The Committee can also consider the dismissal of the Head of Paid Service, Monitoring Officer and Chief Finance Officer.</p>
2.2	<p>The Regulations require that the total number of seats for each group equates to the number of places on each Committee to which political balance requirements apply. Once the outcome of the two by-elections is known, the political balance of the Council can then be calculated, so that Membership of each Committee reflects the overall political balance of the Council.</p> <p>Under the Council's current structure, there are 58 seats available on Committees to which the Regulations will apply:</p>

	<ul style="list-style-type: none"> • Audit and Governance Committee: 9 seats • Licensing Committee: 15 seats • Planning Committee (North): 9 seats • Planning Committee (South): 9 seats • Scrutiny Committee: 13 seats • Appointments Committee: 3 seats
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3 How to address current situation

3.1

The Council last agreed its political balance in September 2020, following the resignation of Councillor Taylor from his seat in the Framlingham Ward. The Council then had 54/55 Members and 61 seats on Committees to which the relevant regulations about political balance applied.

Political balance-September 2020

	Total	Conservatives	Labour	GLI
District Councillors	54*	39	7	8
Audit and Governance Committee	9	6	1	2
Licensing Committee	15	11	2	2
Planning Committee (North Area)	9	7	1	1
Planning Committee (South Area)	9	7	1	1
Scrutiny Committee	13	9	2	2
Appointments Committee	6	4	1	1
Total Proportional Allocations	61	44	8	9

**Currently two vacant seats (Framlingham Ward and Beccles & Worlingham Ward) and the By-Elections will take place in May 2021*

**The opposition Groups between them are entitled to 1 seat on the Appointments Committee. It has been agreed that the Labour Leader and GLI Leader will sit on an alternating basis on interview panels.*

3.2

In March this year, Cllr Elliott, of the GLI Group, resigned from the Council. The by-election for this seat, in the Beccles and Worlingham Ward, will be held on 6 May 2021, along with the by-election for the Framlingham Ward. The results of those by-elections will be declared on 10 May 2021.

Also, in March this year, the Council agreed to reduce the size of the Appointments Committee from 6 seats to 3.

	<p>Due to the fact that the Council cannot hold remote meetings after 6 May 2021, the Annual Meeting of the Council has been brought forward from 26 May 2021 to 5 May 2021. In this way, the Annual Meeting can be held remotely, in a COVID secure manner, whilst restrictions on face-to-face meetings continue. The next meeting of the Council is scheduled for 28 July 2021. It is not clear, at the time of writing this report, when face-to-face meetings might be allowed, or if remote meetings might be able to continue, the latter depending on the outcome of a court case heard in the Administrative Court on 21 April, about the legality of remote meetings, after 6 May 2021.</p> <p>It has been agreed between the Group Leaders that to maintain political balance on the Planning Committee North, and to avoid having a vacancy on that Committee, Cllr Brambley-Crawshaw will be appointed to the vacant seat created by Cllr Elliott's resignation.</p> <p>It has been agreed between the Group Leaders that the Leaders of the Labour Group and the GLI Group will share the one opposition seat thereby created on the Appointments Committee, following its reduction in size from 6 to 3 seats. The GLI Leader and the Labour Leader will each sit, alternatively, on the panel for any future rounds of interviews.</p> <p>Appendix A to this report shows the list of nominations which were received from each Group Leader, setting out their allocation of Members to each Committee. It is proposed that appointments be made in accordance with these nominations, which take account of the reduced size of the Appointments Committee and the agreement for Cllr Brambley-Crawshaw to fill the vacant seat on the Planning Committee North.</p> <p>As the by-elections for the two vacant seats on the Council take place the day after the Council's Annual Meeting, and the results will be declared on 10 May, ordinarily, the newly elected Members would not be allocated their seats on Committees until the next meeting of the Council on 28 July 2021. Rather than wait until then, and due to the uncertainty about the future of remote meetings, it is proposed that the Chief Executive Officer calculates the political balance figures after 10 May 2021 and agrees them with all of the Group Leaders.</p> <p>Further, that the Chief Executive Officer be given delegated authority, acting in consultation with the Group Leaders, to make any necessary changes to the allocation of seats and publicises them by way of an Officer Delegated Decision Notice.</p>
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4 Reason for recommendations	
4.1	To ensure that Members are appointed to Committees for the 2021/22 Municipal Year in accordance with the political proportionality rules and that decision-making is undertaken in a democratic way.

Appendices

Appendices:**Appendix A**

The list of nominations which were received from each Group Leader, setting out their allocation of Members to each Committee.

Background reference papers:

None



APPENDIX A: ES/0730

COMMITTEE ALLOCATIONS FOR 2021/22 including Assistant Cabinet Members and Heritage Champion

Audit and Governance Committee (9 Members)	Conservatives (6 seats) Cllr Geoff Lynch (Chairman) Cllr Edward Back (Vice-Chairman) Cllr Judy Cloke Cllr Tony Cooper Cllr Linda Coulam Cllr Chris Mapey	Labour (1 seat) Cllr Tess Gandy	GLI (2 seats) Cllr Rachel Smith-Lyte (G) Cllr Edward Thompson (LD)
Licensing Committee (15 Members)	Conservatives (11 seats) Cllr Colin Hedgley (Chairman) Cllr Mark Newton (Vice-Chairman) Cllr Paul Ashdown Cllr Edward Back Cllr Jocelyn Bond Cllr Linda Coulam Cllr Tony Goldson Cllr Frank Mortimer	Labour (2 seats) Cllr Janet Craig Cllr Keith Patience	GLI (2 seats) Cllr John Fisher (I) Cllr Rachel Smith-Lyte (G)

	Cllr Trish Mortimer Cllr Keith Robinson Cllr Steve Wiles		
Planning Committee (North) (9 Members)	Conservatives (7 seats) Cllr Paul Ashdown (Chairman) Cllr Jenny Ceresa (Vice-Chairman) Cllr Norman Brooks Cllr Tony Cooper Cllr Linda Coulam Cllr Andrée Gee Cllr Craig Rivett	Labour (1 seat) Cllr Malcolm Pitchers	GLI (1 seat) Cllr Elfrede Brambley-Crawshaw
Planning Committee (South) (9 Members)	Conservatives (7 seats) Cllr Debbie McCallum (Chairman) Cllr Tony Fryatt (Vice-Chairman) Cllr Stuart Bird Cllr Chris Blundell Cllr Tony Cooper Cllr Colin Hedgley Cllr Mark Newton	Labour (1 seat) Cllr Mike Deacon	GLI (1 seat) Cllr Kay Yule (LD)
Scrutiny Committee (13 Members)	Conservatives (9 seats) Cllr Stuart Bird (Chairman) Cllr Edward Back Cllr Judy Cloke Cllr Linda Coulam Cllr Andrée Gee Cllr Tracey Green Cllr Colin Hedgley Cllr Geoff Lynch Cllr Keith Robinson	Labour (2 seats) Cllr Mike Deacon (Vice-Chairman) Cllr Louise Gooch	GLI (2 seats) Cllr David Beavan (LD) Cllr Caroline Topping (G)

Appointments Committee (3 Members)	Conservatives (2 seats) Leader or Deputy Leader Relevant Cabinet Member	Opposition (1 seat) Leader of the Labour Group OR Leader of the GLI Group
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Assistant Cabinet Members	Cllr Alison Cackett – Transport
	Cllr Tony Cooper – Planning & Coastal Management
	Cllr Mark Jepson – Community Health
	Cllr Steve Wiles – Economic Development

East Suffolk Council's Heritage Champion	Cllr Craig Rivett, Deputy Leader and Cabinet Member with responsibility for Economic Development
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FULL COUNCIL

Wednesday, 05 May 2021

Subject	Appointments to Outside Bodies for 2021/22 (non-executive)
Report by	Leader of the Council
Supporting Officer	Hilary Slater Head of Legal and Democratic Services Hilary.slater@eastsoffolk.gov.uk 01394 444336

Is the report Open or Exempt?	OPEN
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Category of Exempt Information and reason why it is NOT in the public interest to disclose the exempt information.	Not applicable
Wards Affected:	All Wards

Purpose and high-level overview

Purpose of Report:

Council is asked to consider Appointments to Outside Bodies (Non-Executive) for the 2021/22 Municipal Year, as outlined at Appendix A of this report.

Options:

The Council needs and wishes to engage and work with external organisations, including the Outside Bodies listed in Appendix A, to continue to deliver the priorities identified in the East Suffolk Strategic Plan.

Recommendations:

1. That Councillors be appointed to those Outside Bodies listed in Appendix A for the 2021/22 Municipal Year.
2. That the Leader of the Council be authorised to fill any outstanding vacancies left unfilled by Council.
3. That the Leader be granted delegated authority to make any necessary changes to the membership of the Outside Bodies for the remainder of the 2021/22 Municipal Year, in consultation with the other Group Leaders.

Corporate Impact Assessment

Governance:

Appointments to Outside Bodies may be made under the general power in Section 2 of the Local Government Act 2000 – to do anything which is likely to promote the economic, social, or environmental wellbeing of the area, unless specifically prohibited.

The process of Council approving appointments to Outside Bodies, where the role relates to a Non-Executive function of the Council, adheres to the requirements of the Council's Constitution.

Details of the Council's representation on Outside Bodies are included on the Council's website.

Members appointed to Outside Bodies will be asked to present a short report to Full Council, at least once per year, on the work of the Outside Body.

ESC policies and strategies that directly apply to the proposal:

None.

Environmental:

None.

Equalities and Diversity:

None.

Financial:

Those Councillors formally appointed to external organisations as the Council's representative are able to claim travel expenses in accordance with the Members' Allowance Scheme. These costs can be met from existing resources.

Human Resources:

None.

ICT:

None.

Legal:

None.

Risk:

Members must consider the implications and responsibilities of being involved with Outside Bodies as they must continue to comply with the District Council's Code of Conduct when they are acting as a representative of the Council; comply with the Code of Conduct of the Outside Body they are appointed to if one exists; and declare a personal interest in any business of the District Council as necessary.

External Consultees: None.

Strategic Plan Priorities

Select the priorities of the Strategic Plan which are supported by this proposal: (Select only one primary and as many secondary as appropriate)		Primary priority	Secondary priorities
T01	Growing our Economy		
P01	Build the right environment for East Suffolk	<input type="checkbox"/>	<input type="checkbox"/>
P02	Attract and stimulate inward investment	<input type="checkbox"/>	<input type="checkbox"/>
P03	Maximise and grow the unique selling points of East Suffolk	<input type="checkbox"/>	<input type="checkbox"/>
P04	Business partnerships	<input type="checkbox"/>	<input type="checkbox"/>
P05	Support and deliver infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
T02	Enabling our Communities		
P06	Community Partnerships	<input type="checkbox"/>	<input type="checkbox"/>
P07	Taking positive action on what matters most	<input checked="" type="checkbox"/>	<input type="checkbox"/>
P08	Maximising health, well-being and safety in our District	<input type="checkbox"/>	<input type="checkbox"/>
P09	Community Pride	<input type="checkbox"/>	<input checked="" type="checkbox"/>
T03	Maintaining Financial Sustainability		
P10	Organisational design and streamlining services	<input type="checkbox"/>	<input type="checkbox"/>
P11	Making best use of and investing in our assets	<input type="checkbox"/>	<input type="checkbox"/>
P12	Being commercially astute	<input type="checkbox"/>	<input type="checkbox"/>
P13	Optimising our financial investments and grant opportunities	<input type="checkbox"/>	<input type="checkbox"/>

P14	Review service delivery with partners	<input type="checkbox"/>	<input type="checkbox"/>
T04	Delivering Digital Transformation		
P15	Digital by default	<input type="checkbox"/>	<input type="checkbox"/>
P16	Lean and efficient streamlined services	<input type="checkbox"/>	<input type="checkbox"/>
P17	Effective use of data	<input type="checkbox"/>	<input type="checkbox"/>
P18	Skills and training	<input type="checkbox"/>	<input type="checkbox"/>
P19	District-wide digital infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
T05	Caring for our Environment		
P20	Lead by example	<input type="checkbox"/>	<input type="checkbox"/>
P21	Minimise waste, reuse materials, increase recycling	<input type="checkbox"/>	<input type="checkbox"/>
P22	Renewable energy	<input type="checkbox"/>	<input type="checkbox"/>
P23	Protection, education and influence	<input type="checkbox"/>	<input type="checkbox"/>
XXX	Governance		
XXX	How ESC governs itself as an authority	<input type="checkbox"/>	<input checked="" type="checkbox"/>

How does this proposal support the priorities selected?

Councillors appointed to outside bodies are able to work to help address local issues and to achieve sustainable solutions. This will help to deliver a strong and sustainable local economy and help to improve the quality of life for everyone living and working in the District.

Background and Justification for Recommendation

1 Background facts	
1.1	The Council appoints annually to a wide range of diverse Outside Bodies. The Council considers member representation on Outside Bodies when the role relates to a Non-Executive function carried out by the local authority; the Executive considers representation on Outside Bodies where the role relates to an Executive function of the local authority; and the Scrutiny Committee considers representation on Outside Bodies where the role relates to a Scrutiny function of the local authority.
1.2	Some appointments to Outside Bodies are made because of a statutory requirement to appoint one or more members to them. Most appointments to Outside Bodies are discretionary taking into consideration how representation on them adds value.
1.3	Appointment of members to Outside Bodies provides support to the organisation concerned and enables members to fulfil their community leadership roles.
1.4	Members appointed to Outside Bodies are able to work with and alongside local community groups, helping to empower them in terms of addressing local issues and delivering sustainable solutions.

2 Current position

2.1	Members were last appointed to Outside Bodies (Non-Executive) 2020/21 by Full Council at its annual meeting in September 2020.
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3 How to address current situation

3.1	<p>Outside Bodies can gain a number of benefits from having a Council representative on them, which include:</p> <ul style="list-style-type: none">• To represent the interests of the Council and to promote the strategic aims of its Strategic Plan;• To provide knowledge, skills and expertise which may not otherwise be available;• To provide local accountability or democratic legitimacy through the appointment of an elected representative;• To ensure that good relationships can be maintained with the body;• To deliver a partnership project that requires the input of other organisations or community groups;• To protect the Council's investments or assets i.e., if the Council has provided grant funding or provides funding for service delivery;• To lever in external funding which is not available to the Council on its own.
3.2	Taking account of all information provided within the report, Members are asked to consider the content of Appendix A.

4 Reason/s for recommendation

4.1	To ensure that members are appointed to Outside Bodies (Non-Executive) for 2021/22.
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Appendices

Appendices:

Appendix A	Proposed list of appointments to Outside Bodies (Non-Executive) for 2021/22.
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Background reference papers:

None.

APPOINTMENT TO OUTSIDE BODIES 2021/22 (NON-EXECUTIVE FUNCTIONS)

OUTSIDE BODY	NUMBER OF MEETINGS PER YEAR (If known)	NUMBER OF MEMBERS TO BE APPOINTED	MEMBERS APPOINTED	TERM OF OFFICE
Access and Amenity Fund		1	Cllr James Mallinder	Annual appointment
Anglia Revenues & Benefits Partnership Joint Committee (ARP)	4/5 per annum	1 2 Named Substitutes	Cllr Maurice Cook Cllr Steve Gallant – Substitute Cllr Richard Kerry – Substitute	Annual appointment
Alde and Ore Community Partnership		2	Cllr T-J Haworth-Culf Cllr Ray Herring	Annual appointment
Aldeburgh Community and Sports Trust		1	Cllr Tony Cooper	Annual appointment
Active Waveney Sports Partnership		2	Cllr Janet Craig Cllr Mary Rudd	Annual appointment
Association of Suffolk Museums		1	Cllr Tony Cooper	Annual appointment

OUTSIDE BODY	NUMBER OF MEETINGS PER YEAR (If known)	NUMBER OF MEMBERS TO BE APPOINTED	MEMBERS APPOINTED	TERM OF OFFICE
Broads Authority	Bi-monthly	1	Cllr Andrée Gee	Annual appointment
Citizens' Advice	3/4 per annum	1	Cllr Tony Cooper – Leiston	Annual appointments
(i) Leiston, Saxmundham and District		1	Cllr Mark Jepson – Felixstowe	
(ii) Felixstowe and District		1	Cllr Tony Cooper – North East Suffolk	
(iii) North East Suffolk				
Corton Poors Land Trust		1	Cllr Paul Ashdown	Annual appointment
Corton Alms House Charity		1	Cllr Paul Ashdown	Annual appointment
Disability Advice Service	12	1	Cllr Edward Thompson – East Suffolk	Annual appointments
(i) East Suffolk		1	Cllr Trish Mortimer – North East Suffolk	
(ii) North East Suffolk				

OUTSIDE BODY	NUMBER OF MEETINGS PER YEAR (If known)	NUMBER OF MEMBERS TO BE APPOINTED	MEMBERS APPOINTED	TERM OF OFFICE
Disability Forums (i) Northern (ii) Southern	4	1 1	Cllr Frank Mortimer – Northern Cllr Edward Thompson - Southern	Annual appointments
East Suffolk Internal Drainage Board		6	Cllr Paul Ashdown Cllr Stuart Bird Cllr Alison Cackett Cllr Judy Cloke Cllr Ray Herring Cllr Keith Patience	Annual appointment
East Suffolk Travel Association (ESTA)		1	Cllr Alison Cackett	Annual appointment
East Suffolk Travel Association (ESTA) Management Committee		1	Cllr Alison Cackett	Annual appointment
Fauconberge Educational Trust	2 or 3	1	Cllr Caroline Topping	Annual appointment

OUTSIDE BODY	NUMBER OF MEETINGS PER YEAR (If known)	NUMBER OF MEMBERS TO BE APPOINTED	MEMBERS APPOINTED	TERM OF OFFICE
Felixstowe Dock Local Authority Liaison Committee	2 per annum (March and September)	2	Cllr Mike Deacon Cllr Richard Kerry	Annual appointment
Felixstowe Travel Watch		1	Cllr Steve Wiles	Annual appointment
Greenways Countryside Project Joint Advisory Committee	2 per annum	2	Cllr James Mallinder Cllr Mark Newton	Annual appointment
Kyson (River Deben) Fairways Committee	5/6 per annum	1	Cllr Chris Mapey	Annual appointment
Leiston Town Athletic Sports Ground Executive Committee	12 per annum	1	Cllr Jocelyn Bond	Annual appointment
Merchant Navy Welfare Board	2 per annum	1	Cllr Mike Deacon	Annual appointment
Pride in Beccles	Monthly	1	Cllr Elfrede Brambley-Crawshaw	Annual appointment
Sparsity Partnership for Authorities Delivering Rural Services (SPARSE)	4 per annum	1	Cllr Chris Mapey	Annual appointment

OUTSIDE BODY	NUMBER OF MEETINGS PER YEAR (If known)	NUMBER OF MEMBERS TO BE APPOINTED	MEMBERS APPOINTED	TERM OF OFFICE
Suffolk Coast Forum		2	Cllr David Ritchie Cllr Melissa Allen	Annual appointment
Suffolk Local Access Forum		1	Cllr James Mallinder	Annual appointment
Suffolk Police and Crime Panel	4 per annum (minimum)	2	Cllr Mark Jepson (Chairman) Cllr Debbie McCallum	Annual appointment
Waveney, Lower Yare and Lothingland Internal Drainage Board	2 per annum	1	Cllr Keith Patience	Annual appointment



FULL COUNCIL

Wednesday, 05 May 2021

Subject	Appointments to Working Groups 2021/22
Report by	Councillor Steve Gallant Leader of the Council
Supporting Officer	Hilary Slater Head of Legal and Democratic Services hilary.slater@eastsuffolk.gov.uk 01394 444336

Is the report Open or Exempt?	OPEN
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Category of Exempt Information and reason why it is NOT in the public interest to disclose the exempt information.	Not applicable
Wards Affected:	All Wards

Purpose and high-level overview

Purpose of Report:

To consider the continuation and membership of Working Groups for the 2021/22 Municipal Year.

Options:

1. Appointing Councillors to Working Groups. Working Groups are set up to examine specific issues in-depth prior to recommendations being put forward to the relevant decision-making body.
2. Not appointing Councillors to Working Groups. Should the Council decide not to appoint to the Working Groups, then the opportunity for more in-depth consideration of issues could be lost.

Recommendations:

1. That the membership of Working Groups for the 2021/22 Municipal Year, as agreed by the Political Group Leaders and detailed at Appendix A, be appointed.
2. That the Leader of the Council be granted Delegated Authority to make any necessary changes to the membership of the Working Groups for the remainder of the 2021/22 Municipal Year, in consultation with the other Group Leaders.

Corporate Impact Assessment

Governance:

Appointment to Working Groups enables more in-depth consideration to be given to specific issues.

Reviewing Councillor representation on Working Groups ensures that they remain relevant and fit for purpose and allows back bench Councillors to concentrate on their community leadership roles within their own Wards.

ESC policies and strategies that directly apply to the proposal:

Not applicable.

Environmental:

Not applicable.

Equalities and Diversity:

Not applicable.

Financial:

Members appointed to Working Groups are able to claim expenses in accordance with the Members' Allowance Scheme and these costs can be accommodated within existing resources.

Human Resources:

Not applicable.

ICT:

Not applicable.
Legal: Not applicable.
Risk: Not applicable.

External Consultees:	Not applicable.
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Strategic Plan Priorities

Select the priorities of the Strategic Plan which are supported by this proposal: <i>(Select only one primary and as many secondary as appropriate)</i>		Primary priority	Secondary priorities
T01	Growing our Economy		
P01	Build the right environment for East Suffolk	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P02	Attract and stimulate inward investment	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P03	Maximise and grow the unique selling points of East Suffolk	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P04	Business partnerships	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P05	Support and deliver infrastructure	<input type="checkbox"/>	<input checked="" type="checkbox"/>
T02	Enabling our Communities		
P06	Community Partnerships	<input type="checkbox"/>	<input type="checkbox"/>
P07	Taking positive action on what matters most	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P08	Maximising health, well-being and safety in our District	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P09	Community Pride	<input type="checkbox"/>	<input checked="" type="checkbox"/>
T03	Maintaining Financial Sustainability		
P10	Organisational design and streamlining services	<input type="checkbox"/>	<input type="checkbox"/>
P11	Making best use of and investing in our assets	<input type="checkbox"/>	<input type="checkbox"/>
P12	Being commercially astute	<input type="checkbox"/>	<input type="checkbox"/>
P13	Optimising our financial investments and grant opportunities	<input type="checkbox"/>	<input type="checkbox"/>
P14	Review service delivery with partners	<input type="checkbox"/>	<input type="checkbox"/>
T04	Delivering Digital Transformation		
P15	Digital by default	<input type="checkbox"/>	<input type="checkbox"/>
P16	Lean and efficient streamlined services	<input type="checkbox"/>	<input type="checkbox"/>
P17	Effective use of data	<input type="checkbox"/>	<input type="checkbox"/>
P18	Skills and training	<input type="checkbox"/>	<input type="checkbox"/>
P19	District-wide digital infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
T05	Caring for our Environment		
P20	Lead by example	<input type="checkbox"/>	<input type="checkbox"/>
P21	Minimise waste, reuse materials, increase recycling	<input type="checkbox"/>	<input type="checkbox"/>
P22	Renewable energy	<input type="checkbox"/>	<input type="checkbox"/>
P23	Protection, education and influence	<input type="checkbox"/>	<input type="checkbox"/>
XXX	Governance		
XXX	How ESC governs itself as an authority	<input checked="" type="checkbox"/>	<input type="checkbox"/>

How does this proposal support the priorities selected?

Councillors appointed to Working Groups are able to work to help address local issues and to achieve sustainable solutions. This will help to deliver a strong and sustainable local economy and help to improve the quality of life for everyone living and working in the District.

Background and Justification for Recommendation

1 Background facts

- | | |
|-----|---|
| 1.1 | The Council appoints to a number of Working Groups each year as part of its corporate governance framework and in support of the democratic process and decision-making arrangements. |
|-----|---|

2 Current position

- | | |
|-----|--|
| 2.1 | Details of the proposed Working Groups for 2021/22 are outlined in Appendix A. |
| 2.2 | The Working Groups have clear terms of reference outlining their roles, responsibilities and reporting mechanisms, thereby increasing openness, transparency and making the best use of resources. |
| 2.3 | Where specific post holder nominations are required, these are outlined in the Appendix. |

3 How to address current situation

- | | |
|-----|--|
| 3.1 | Consultation will be undertaken with the relevant Political Group Leaders to seek nominations for the Working Group positions. |
|-----|--|

4 Reason for recommendation

- | | |
|-----|--|
| 4.1 | To ensure that Members are appointed to Working Groups for the 2021/22 Municipal Year. |
|-----|--|

Appendices

Appendices:

Appendix A	Schedule of Working Groups Nominations for 2021/22
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Background reference papers:

None.



APPENDIX A: ES/0732

PROPOSED APPOINTMENTS TO WORKING GROUPS 2021/22**1. Local Plan Working Group**Terms of Reference:

- To act in an advisory/consultative capacity to the Cabinet Member for Planning and Coastal Management and through him/her to Cabinet/Full Council, as appropriate.
- To work with officers to prepare and review Local Plan documents and related documents, such as Supplementary Planning Documents including development briefs, the Statement of Community Involvement, Local Development Scheme, the Authority Monitoring Report and Community Infrastructure Levy (CIL) Charging Schedule.
- Feed in local knowledge and information to inform the preparation of Local Plan documents and related documents.
- Consider the findings of evidence base documents to inform the preparation of documents.
- To work with officers to agree and publish issues and options papers and other draft documents on which to consult the community and other stakeholders.
- Work with Officers to determine the appropriate consultation methods at specific plan/document making stages, taking into account the Council's Statement of Community Involvement and resources.
- Consider representations to the documents and recommend amendments for approval by Cabinet or Full Council, as appropriate.
- Act as a focal point for knowledge and information about the Local Plan and related documents both for members and the community at large.
- Receive progress updates for the preparation of Neighbourhood Plans and other projects, as relevant.
- In preparing Local Plans and other related documents, take into account the wider strategic planning issues and collaboration with other local authorities, particularly those within the same housing market area and functional economic area.
- Provide views, via the Cabinet Member for Planning and Coastal Management, into any Board/s overseeing local authority joint working on Local Plans and related documents.
- Act in an advisory capacity for any other relevant issues relating to the preparation of Local Plan and related documents.

- To scrutinise the preparation of Local Plan documents to ensure they comply with all the regulatory requirements.

The Working Group will meet monthly on an on-going basis, subject to business.

Vice Chairman to be elected at the first meeting of the municipal year.

No substitutes other than Vice Chairman of Planning Committee, where necessary.
Other members can be invited at the discretion of the Chairman of the Working Group.

The Working Group maintains a standing invite to the Cabinet Member and relevant officers responsible for the Great Yarmouth, Ipswich, Babergh and Mid Suffolk Local Plans in the interests of the Duty to Cooperate on strategic planning issues of a cross boundary nature. Other local authority representatives, neighbourhood plan groups and organisations will also be invited as and when appropriate.

Membership – 12

Cabinet Member with responsibility for
Planning and Coastal Management (Chair)

Cabinet Member with responsibility for
Planning and Coastal Management –
Councillor David Ritchie

3 x Relevant Cabinet Members

Cabinet Member with responsibility for
Housing – Councillor Richard Kerry
Cabinet Member with responsibility for
Economic Development – Councillor Craig
Rivett
Cabinet Member with responsibility for the
Environment – Councillor James Mallinder

2 x Chairman of Planning Committees
(Vice-Chairman to substitute if necessary)

Chairman of Planning Committee North –
Councillor Paul Ashdown (Vice-Chairman –
Councillor Jenny Ceresa)

Chairman of Planning Committee South –
Councillor Debbie McCallum (Vice-
Chairman – Councillor Tony Fryatt)

2 x Planning Committee Members

Councillor Norman Brooks (North) and
Councillor Tony Cooper (South)

Broads Authority Representative

Councillor Andree Gee

3 x Other Members

Councillor Mike Deacon
Councillor Malcolm Pitchers
Councillor Kay Yule

2. Housing Benefits & Tenant Services Consultation Group

Terms of Reference:

The main purpose of the Housing Benefit & Tenant Services Consultation Group (HoBTS) is to act as a consultative forum:

- Advising on rent and tenancy agreement related documentation, including letters, statements, publicity material, Service Charters, etc;
- Promoting the interests of Council tenants in relation to relevant issues;
- Receiving feedback on the delivery of the Housing Service;
- Generating ideas and proposals which could lead to improvements in Tenant Services, Strategic Housing and the Revenues and Benefits Service;
- Consulting with tenants and service users on matters of concern to identify particular vulnerable tenants and tailor the service to meet their needs;
- Maintaining and developing effective partnership working;
- Encouraging the formation of neighbourhood Council tenants associations, and supporting them when they are established;
- Hold separate focussed meetings on a range of housing services of interest to the group.

The Consultation Group has no decision making power but can vote on recommendations to be referred to the Portfolio Holder for Housing for information or action (to the Council's Cabinet members if necessary).

In addition, the group will be able to invite representatives from other statutory, voluntary and other organisations whose input would be beneficial, dependent upon the issues being discussed.

Meetings

The HoBTS will meet quarterly, providing there is sufficient business.

The Council's Head of Service for Housing and other officers will provide administrative support to the Group.

Equal Opportunities

The HoBTS will act without discrimination, prejudice or bias in any form for or against any individual, regardless of gender, age, race, politics, religion, physical ability or disability, sexual orientation or background.

<p><u>Membership:</u></p> <p>Cabinet Member with responsibility for Housing (who will also be Chairman of the Group)</p> <p>One Member of the Scrutiny Committee</p> <p>Four other Members</p>	<p>Councillor Richard Kerry</p> <p>Councillor Linda Coulam</p> <p>Councillor Mark Jepson Councillor Chris Mapey Councillor Keith Patience Councillor Keith Robinson</p>
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3. Member Development Steering Group

The Member Development Steering Group is comprised of Councillors from all political parties. The Group will ordinarily meet on a quarterly basis, subject to business, to agree and review training and development activities for Elected Members.

The purpose of the Steering Group is:

- To establish a comprehensive and robust Member Training and Development process/programme.
- To ensure that Member Development becomes part of the overall mainstream organisational development activities.

Terms of Reference:

- To champion and encourage Member development.
- To monitor and review the Strategy and associated documents/processes on an at least an annual basis.
- To shape and prioritise Member Development, e.g. New Member induction Programme, Prospective Councillor Events, training and development needs identified through MDP or other means etc.
- To oversee the development of a comprehensive Member Development Programme, that takes advantage of partnership opportunities with other local authorities and promotes best practice for the delivery of Member Development.
- To ensure that the Council provides Member Development that complies with the principles of the Charter and / or Charter Plus for Member Development.
- To encourage effective Member / officer working relationships and to ensure that all Councillor roles are explained clearly.
- To assist in the development of effective evaluation to ensure the effectiveness of the Member Development Programme and to make best use of resources.
- To maintain a dialogue with national and regional bodies supporting Member Development and to explore external sources of funding for Member Development.
- To receive regular update reports on Member Development within the Council, to review Member attendance at Member Development events and to retain an overview of the Member Development budget.
- To ensure equal access for all Councillors to training and development and to promote the use of information technology for and by Members.

<p><u>Membership:</u></p> <p>Leader of the Council (who will also be Chairman of the Steering Group)</p> <p>Main Opposition Group Leaders</p> <p>Four Members from the Conservative Group</p>	<p>Councillor Steve Gallant or the Deputy Leader and Cabinet Member with responsibility for Economic Development Councillor Craig Rivett in his absence</p> <p>Councillor Peter Byatt and Councillor Caroline Topping</p> <p>Councillor Paul Ashdown Councillor Chris Blundell Councillor Judy Cloke Councillor Chris Mapey</p>
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FULL COUNCIL

Wednesday, 05 May 2021

Subject	The future of Remote Meetings; returning to Face-to-Face Meetings
Report by	The Leader of the Council
Supporting Officer	Hilary Slater Head of Legal and Democratic Services Hilary.Slater@eastsuffolk.gov.uk 01394 444336 / 07899 004673

Is the report Open or Exempt?	OPEN
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Category of Exempt Information and reason why it is NOT in the public interest to disclose the exempt information.	Not applicable
Wards Affected:	All Wards

Purpose and high-level overview

Purpose of Report:

1. To consider

A) the latest developments around remote meetings

B) the return to face-to-face meetings.

C) the most flexible, efficient decision-making methods to suit current circumstances and future scenarios

Options:

The Options are set out in paragraph 3 of this Report.

Recommendation/s:

That Council

1. notes and considers the current circumstances around remote meetings and a return to face-to-face meetings, as set out in paragraphs 2 and 3 of this report.
2. being mindful of the uncertainties listed in paragraph 2.8 of this report, and the need for flexibility in its decision-making, agrees to make the delegations set out in paragraphs 3.9 and 3.10 of this report

Corporate Impact Assessment

Governance:

The organisation of Council meetings, whether they be held in person, or remotely, is fundamental to the Council's decision-making processes, and to how it conducts its business. There are a number of uncertainties arising currently from the COVID restrictions, a recent court case, and how the Council will conduct its meetings/decision-making, in future. This highlights the need for flexible decision-making, in line with the Government's advice and Guidance.

ESC policies and strategies that directly apply to the proposal:

Not applicable.

Environmental:

There are environmental impacts in being able to hold remote meetings, generated by reduced travelling by Members, Officers and the public, together with reduced carbon emissions, fuel consumption etc. There are environmental impacts arising from the return to face-to-face meetings in terms of travel, opening up of buildings etc

Equalities and Diversity:

Accessibility to the Council's meetings, whether they be held remotely or in person, are considerations which must be taken into account and for which there are statutory provisions to safeguard. Remote meetings open the Council's business to a wider audience. Also, watching remote meetings, via the YouTube channel, from a location of choice, is much more readily accessible, quicker, and easier, than having to travel to a

physical meeting, especially for many in rural communities throughout the district. Equally, some may prefer to access meetings in person, and that face-to-face contact is easier and more efficient.

Financial:

There have been significant financial savings in terms of transport costs and mileage claims as a result of having remote meetings. Also, from not having Council buildings open for regular use, whilst Members and Officers worked from home, and joined meetings remotely.

Human Resources:

There are no direct HR implications in what is proposed in this report

ICT:

ICT provision can be developed further, and flexibly, to take account of live streaming of Council meetings whether they be held remotely or in person.

Legal:

Please see the contents of the report, below.

Risk:

As remote meetings held under the Local Government Act 1972 cannot be held beyond 6 May 2021, the Council needs to have measures in place to ensure that its decision-making can return to face-to-face, where necessary, in an effective, COVID secure way, until such time as the current restrictions are ended. Also, that flexible provisions are in place for decision-making, should restrictions return, and face-to-face meetings are no longer possible.

External Consultees:	None
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Strategic Plan Priorities

Select the priorities of the Strategic Plan which are supported by this proposal: (Select only one primary and as many secondary as appropriate)		Primary Priority	Secondary priorities
T01	Growing our Economy		
P01	Build the right environment for East Suffolk	<input type="checkbox"/>	<input type="checkbox"/>
P02	Attract and stimulate inward investment	<input type="checkbox"/>	<input type="checkbox"/>
P03	Maximise and grow the unique selling points of East Suffolk	<input type="checkbox"/>	<input type="checkbox"/>
P04	Business partnerships	<input type="checkbox"/>	<input type="checkbox"/>
P05	Support and deliver infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
T02	Enabling our Communities		
P06	Community Partnerships	<input type="checkbox"/>	<input type="checkbox"/>
P07	Taking positive action on what matters most	<input type="checkbox"/>	<input type="checkbox"/>
P08	Maximising health, well-being and safety in our District	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P09	Community Pride	<input type="checkbox"/>	<input type="checkbox"/>
T03	Maintaining Financial Sustainability		

P10	Organisational design and streamlining services	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P11	Making best use of and investing in our assets	<input type="checkbox"/>	<input type="checkbox"/>
P12	Being commercially astute	<input type="checkbox"/>	<input type="checkbox"/>
P13	Optimising our financial investments and grant opportunities	<input type="checkbox"/>	<input type="checkbox"/>
P14	Review service delivery with partners	<input type="checkbox"/>	<input type="checkbox"/>
T04	Delivering Digital Transformation		
P15	Digital by default	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P16	Lean and efficient streamlined services	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P17	Effective use of data	<input type="checkbox"/>	<input type="checkbox"/>
P18	Skills and training	<input type="checkbox"/>	<input type="checkbox"/>
P19	District-wide digital infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
T05	Caring for our Environment		
P20	Lead by example	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P21	Minimise waste, reuse materials, increase recycling	<input type="checkbox"/>	<input type="checkbox"/>
P22	Renewable energy	<input type="checkbox"/>	<input type="checkbox"/>
P23	Protection, education and influence	<input type="checkbox"/>	<input type="checkbox"/>
XXX	Governance		
XXX	How ESC governs itself as an authority	<input checked="" type="checkbox"/>	<input type="checkbox"/>

How does this proposal support the priorities selected?

Primarily, this proposal supports the effective governance of the authority. However, it feeds into other elements of our Strategic Plan by enabling our communities to remain safe in the current covid restrictions. Also, it supports our digital transformation ambitions by providing digital access and participation in council meetings, and by taking advantage of technology and streamlining our governance processes. It also supports our environmental aims in reduced carbon emissions due to reduced travel by members, staff and public. The proposals to support remote meetings also contribute to being more financially sustainable due to reduced travel costs.

Background and Justification for Recommendation

1 Background facts	
1.1	Schedule 12 to the Local Government Act 1972 (the 1972 Act) makes provision relating to “meetings” of councils in England and Wales. It sets out how meetings are to be held and refers to the “place” of such meetings, to people being “present” at them, and who can “attend”. Other statutory provisions set out which meetings have to be “open to the public” or “held in public”. The accepted view was that local authority meetings under the 1972 Act had to be held in person and could not be held remotely.
1.2	In response to the coronavirus pandemic, the Government made the Coronavirus Act 2020. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 were made under s78 of that Act. These Regulations came into force in April 2020. They allowed local authorities to meet virtually, rather than Members having to be physically present in a specified location. The

	Regulations included a deadline of 6 May 2021, after which remote meetings could not be held. Legislation would have to be made in Parliament to extend the 6 May 2021 deadline.
1.3	The Council responded to the pandemic by organising its meetings remotely. The first remote meeting was Cabinet, held on 6 May 2020. Since then, 75 meetings have been held remotely and successfully. These meetings have been broadcast live on the Council's YouTube channel. These broadcasts have attracted 8, 436 views in total, which is an average of 112 views per meeting.
1.4	The Government's Roadmap Out of Lockdown (the Roadmap) was published on 22 February 2021. It proposed that "organised permitted gatherings" such as indoor meetings would be permitted by 17 May 2021, subject to Covid secure guidelines and capacity rules. It anticipates that all restrictions on indoor gatherings will have been lifted by 21 June 2021, subject to certain "Steps" being met.
1.5	<p>On 25th March 2021, the Local Government Minister, Luke Hall MP, wrote to local authorities, saying that</p> <p>A) there was no Parliamentary time for legislation to extend the 6 May deadline. B) good progress had been made with the vaccination programme C) the Roadmap had been published for lifting restrictions. D) there should be a significant reduction in risk for members meeting in person from 7 May 2021.</p>
1.6	<p>Mr Hall recognised that there may be concerns about holding face-to-face meetings, over the coming months. Ultimately, it was for local authorities to apply the Covid-19 guidance to ensure meetings take place safely. If so, the following should be considered.</p> <p>A) the Government's updated guidance on the safe use of council buildings. B) the use of existing powers to delegate decision making to individual Officers to minimise the number of meetings needed. C) the use of single Member decision-making without the need for Cabinet to meet. D) bringing forward the Annual Meeting. E) encouraging the use of remote access to minimise the need for the public to physically attend the meetings.</p> <p>He launched a consultation on the use of the current arrangements, to gather views on whether these should be made permanent, and if so, for which meetings. There were many issues to consider, and opinions varied considerably. The responses to the consultation would establish an evidence base of opinion and enable all the areas to be considered before further decisions were made. He said that the Government would consider all responses carefully before deciding to how to proceed.</p> <p>Finally, he expressed his thanks for the efforts that local authorities have made to allow remote meetings. He recognised that there had been a considerable investment of time, training, and technology to enable these meetings to take</p>

	place.
1.7	<p>Meanwhile, in the face of the deadline of the 6 May 2021, the Association of Democratic Services Officers (ADSO) and Lawyers in Local Government (LLG), along with Hertfordshire County Council (the Claimants), brought a case in the High Court. The case was brought against the Secretary of State for Housing, Communities and Local Government. Its purpose was to obtain a court declaration which would confirm the ability of councils to hold remote meetings under the 1972 Act. This was on the grounds that the 1972 Act did not define the location of the meeting as having to be a physical place.</p> <p>If the court case was successful, councils would be able to hold remote meetings after 6 May 2021. If the court case was lost, councils would not be able to hold remote meetings after 6 May 2021.</p>
1.8	The court case was heard on 21 April 2021. The Government had legal representation at the hearing, and supported the arguments being put forward in favour of remote meetings.

2 Current position

2.1	<p>The decision in the case was published on 28 April 2021. See <u>Hertfordshire County Council and Ors v Secretary of State for Housing, Communities and Local Government (2021) EWHC 1093 (Admin) (28 April 2021)</u> URL http://www.bailii.org/ew/cases/EWHC/Admin/2021/1093.html</p>
2.2	<p>The Court dismissed the claim for a declaration. It said, amongst other things, that</p> <p>".... the Secretary of State was correct in November 2016 and July 2019 to say that primary legislation would be required to allow local authority "meetings" under the 1972 Act to take place remotely. In our view, once the Flexibility Regulations cease to apply, such meetings must take place at a single, specified geographical location; attending a meeting at such a location means physically going to it; and being "present" at such a meeting involves physical presence at that location. We recognise that there are powerful arguments in favour of permitting remote meetings. But, as the consultation documents show, there are also arguments against doing so. The decision whether to permit some or all local authority meetings to be conducted remotely, and if so, how, and subject to what safeguards, involves difficult policy choices on which there is likely to be a range of competing views. These choices have been made legislatively for Scotland by the Scottish Parliament and for Wales by the Senedd. In England, they are for Parliament, not the courts".</p>
2.3	<p>In addition, the Court noted that they had not decided whether a meeting held under the 1972 Act is "open to the public" or "held in public", if the public are permitted to join it, remotely, rather than physically.</p> <p>Having Members physically present, with the public joining remotely, would be a form of "hybrid" meeting.</p>

	<p>The Court will be hearing further arguments about hybrid meetings, and about the meaning of “meeting”, “place”, “present” and “attend” in the 1972 Act. Once it has considered the arguments, it will make its final order in the case.</p>
2.4	<p>In response to the Court’s decision, and the level of support for remote meetings, both the LLG and ADSO have expressed their disappointment about the outcome. In future, they will be “lobbying government to quickly bring forward the necessary legislation to overcome this impasse and to ensure that councils have local choice to determine the methodology by which meetings can take place. Not just during the pandemic, but for the long term, in perpetuity”.</p> <p>They encouraged councils to respond to the consultation launched by Luke Hall M.P, about remote meetings.</p>
2.5	<p>Despite the Court’s decision, there are a number of arguments in favour of remote meetings. During the last year, they have provided an effective and COVID secure way of meeting safely. They have increased democratic engagement with the public being able to hear and see the Council’s meetings, live, via its YouTube channel. Also, the public have been able to take part in meetings, remotely, where necessary, for example, at Area Planning Committees, Licensing Sub-Committee Hearings and at Council. In fact, the Council’s Annual Meeting, scheduled for 26 May 2021, has been brought forward to 5 May 2021, so that it could be held remotely before the deadline of 6 May 2021.</p>
2.6	<p>Holding meetings remotely has also provided considerable savings in time, and the costs of travel, with mileage claims for Members and Officers being significantly reduced over the last year. Undoubtedly, there will be corresponding reductions in the Council’s carbon footprint, with reduced mileage and carbon emissions. There have been costs saved by not having to open the Council’s buildings for face-to-face meetings, and there will be costs incurred once they are re-opened.</p>
2.7	<p>Equally, there are arguments in favour of face-to-face meetings. They enable Members and Officers to come together to discuss Council business in person. For some, this may be more effective and productive than meeting remotely. There is the benefit of the vaccination programme to consider and the effect of the Roadmap, with its proposed lifting of restrictions by 21 June 2021. For some, the option of returning to face-to-face meetings may be important as marking the end of the restrictions, and a return to “normality”.</p>
2.8	<p>However, some uncertainties remain. These are;</p> <ol style="list-style-type: none"> 1) whether Step 3 of the Roadmap will be reached by 17 May at the earliest and organised permitted gatherings will be allowed? 2) whether all of the Steps of the Roadmap will be reached by 21 June 2021 and restrictions will be ended? 3) what the requirements for social distancing will be and what impact this will have on the seating capacity in each of the Council’s meetings rooms?

	<p>4) given the further arguments in the High Court case, whether hybrid meetings will be allowed under the 1972 Act?</p> <p>5) if hybrid meetings are not allowed under the 1972 Act, how the seating arrangements for in person meetings will need to be adjusted to take account of greater numbers in the meeting room?</p> <p>6) if, and when, the Government will make new legislation to allow remote meetings to be held under the LGA 1972?</p> <p>7) whether there will be further COVID restrictions, later in the year, which might prevent face-to-face meetings being held again?</p> <p>So, the Council will need to ensure that it has the flexibility in place to carry out its business safely, and effectively, whatever the COVID circumstances might be.</p>
2.9	<p>Some flexibility already exists. For example,</p> <p>A) some of the Council's meetings are not committees which have been given delegated authority by Council under the provisions of the 1972 Act.</p> <p>B) Leading Counsel has advised that the Council's Executive (Cabinet) and its committees are not committees of the authority for the purposes of the 1972 Act. They have been set up under the Local Government Act 2000.</p> <p>C) Leading Counsel has advised that Licensing Sub-Committee hearings to consider applications/reviews etc for licensed premises under the Licensing Act 2003 are not meetings for the purposes of the 1972 Act.</p> <p>So, if necessary, the meetings listed below could continue to be held remotely after 6 May 2021, in the absence of further legislation and despite the recent decision of the High Court: -</p> <ol style="list-style-type: none"> 1) Cabinet - set up under the Local Government Act 2000 2) Environmental Task Group - set up by Cabinet, reporting to Cabinet 3) Other Task Groups - non-decision making 4) Community Partnerships - not committees under the 1972 Act. 5) Licensing Sub-Committee hearings - set up under the Licensing Act 2003 6) Cabinet Briefing - informal, not decision-making
2.10	<p>However, the following meetings are committees set up for the purposes of the 1972 Act. These could not continue to meet remotely, in the light of the court's recent decision, and in the absence of further legislation. This is because they are formal, decision-making meetings of the Council which exercise authority for or on behalf of the Council;</p> <ol style="list-style-type: none"> 1) Full Council 2) Appointments Committee, Audit and Governance Committee, Licensing Committee, Planning Committee North, Planning Committee South, Strategic Planning Committee, Scrutiny Committee 3) Licensing sub-committee hearings set up to hear cases about licensing activities outside of the Licensing Act 2003, taxi licensing, for example.

3	How to address current situation
3.1	Because of the uncertainties listed in 2.8 above, the meetings referenced in paragraph 2.9 above could continue to meet remotely after 6 May 2021.
3.2	<p>However, it is clear that in the light of the vaccine programme, the Roadmap, the letter from Luke Hall M.P, and the recent court case, the Council needs to plan for a return to face-to-face meetings.</p> <p>Guidance on the Safe Use of Council buildings (the Guidance), updated on 29 April 2021, https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-council-buildings/covid-19-guidance-for-the-safe-use-of-council-buildings states that; “As of April 28, the High Court has ruled that existing legislation does not permit virtual meetings. While the judgment concerns the interpretation of the Local Government Act 1972, and therefore local authorities should consider the court’s ruling for themselves, all councils will need to return to face-to-face meetings after May 6 and should continue to prepare accordingly”.</p>
3.3	<p>The Guidance emphasises that where local authority meetings take place in person, there will be a need to</p> <ol style="list-style-type: none"> 1) follow the government’s working safely guidance. 2) carry out risk assessments to ensure physical meetings take place safely, 3) be aware of the full range of options available for decision-making, including: <ol style="list-style-type: none"> A) delegating decision making to key individuals such as the Head of Paid Service to minimise the number of meetings held. B) relying on single-member decision for Cabinet decision. C) considering the democratic implications of decision-making to ensure that local residents are appropriately represented and that there is appropriate scrutiny. D) holding the Annual Meeting before 7 May E) holding other physical meetings after 17 May, at which point it is anticipated that a much greater range of indoor activity can resume in line with the Roadmap. F) continuing to provide remote access to the public (subject to the final order of the High Court in the recent case).
3.4	<p>Where elected members, officers and others attend physical meetings, the Guidance says that the following steps should be taken;</p> <ol style="list-style-type: none"> 1) non-statutory or other informal meetings should continue to be held virtually- see 2.9 and 3.1 above. 2) only participants whose attendance is absolutely necessary should physically attend meetings and should maintain social distancing (2m, or 1m with risk mitigation where 2m is not viable). 3) transmission during meetings from sharing pens, documents and other objects should be avoided. 4) hand sanitiser in meeting rooms should be provided. 5) meetings should be held in well-ventilated rooms whenever possible.

	<p>6) floor signage for meetings areas should be provided to help people maintain social distancing.</p> <p>7) social distancing should be maintained wherever possible. If a 2m distance is not viable then it should be 1m with risk mitigating actions including:</p> <ul style="list-style-type: none"> - further increasing the frequency of hand washing and surface cleaning - keeping the meeting time as short as possible - using screens or barriers to separate people from each other - using back-to-back or side-to-side working (rather than face-to-face) whenever possible - considering whether that meeting needs to continue for the local authority to operate. - considering whether to move to an alternative, larger venue, for larger Committees or Full Council, for example.
3.5	<p>After 6 May 2021 and before 21 June 2021, the Council has the meetings listed below in its schedule. Given the advice in the Guidance that informal, non-statutory meetings continue to be held remotely, and the advice that meetings held under legislation other than the 1972 Act may be held remotely, it is suggested that it may be possible to hold the meetings either remotely or in person, as shown in the brackets in the list.</p> <p>Due to the uncertainties listed in 2.8 above, there are some points to note.</p> <p>1) The size of the Council's Committees ranges from 19 Members (Strategic Planning Committee) to 3 Members (Appointments Committee). With this number of voting Members and Committee Clerks in attendance, it may be possible to return to face-to-face meetings with appropriate COVID 19 mitigation measures in place. However, they would need to be hybrid meetings, with remote participation and attendance by visiting Members, Officers, and the public. This ensures a fixed number of attendees in the physical meeting. It is then easier to design a socially distanced, COVID secure seating arrangement to be put in place. The public would be able to hear and see the meeting via the YouTube broadcast.</p> <p>2) Depending on the COVID compliant capacity of each of the meeting rooms at Riverside/East Suffolk House, the necessary layout and ICT provision, a decision will have to be made as to where each of the in-person meetings can take place, either at Riverside, East Suffolk House or at a larger, off-site venue.</p> <p>3) If the High Court's final order finds that hybrid meetings cannot be allowed, visiting Members, Officers and the public would have to be present in the room, too, and, therefore, larger, off-site venues may be required for the in-person meetings. However, if large numbers of the public wished to attend a particular meeting, we may have to limit the numbers present to ensure COVID compliance. The Guidance is clear that only those "reasonably necessary" should be present in the room, and, therefore, public participation might need to be restricted to a fixed number of seats. The live meeting could also be relayed into the other rooms e.g., the café at Riverside, and the Blyth at East Suffolk House.</p>

	<p>4) At the time of writing this report, an alternative venue to hold a Full Council meeting has not been fixed. The next Full Council meeting is on 28 July 2021. It may be that by then, all COVID restrictions will have ended, and the meeting can proceed in person. Water Lane, in Lowestoft, is an alternative, off-site venue which may be large enough to accommodate all 55 Members, Officers and the public.</p> <p>5) Bearing in mind the above 4 points, the Chief Executive Officer and the Head of Legal and Democratic Services will need to adjust the lay-out, venue, number of attendees and possibly the date of some of the meetings listed below, to take account of the changing circumstances around COVID and the Court case.</p> <p>6) Also note that the Chief Executive may cancel any meeting of the Council following consultation with the Chairman and Vice-Chairman of the Council, due to bad weather, sickness, or insufficient business to warrant the holding of the meeting.</p>
3.6	<p>The list of meetings is -</p> <p>12 May – Licensing Sub-Committee Hearing (remote) 12 May – Carlton Colville, Kessingland, Southwold and villages CP (remote) 17 May – Kesgrave, Rushmere St Andrew, Martlesham, Carlford & Fynn Valley CP (remote) 18 May – Cabinet Briefing (remote) 18 May – Planning Committee North (in person) 19 May – Licensing Sub-Committee Hearing (remote) 19 May – Aldeburgh, Leiston, Saxmundham and villages CP (remote) 20 May – Scrutiny Committee (in person) 25 May – Planning Committee South (in person)</p> <p>1 June – Cabinet (remote) 7 June – Strategic Planning Committee (in person) 8 June – Planning Committee North (in person) 14 June – Beccles, Bungay, Halesworth and villages CP (remote) 15 June – Cabinet Briefing (remote) 17 June – Scrutiny Committee (in person)</p>
3.7	<p>Written advice has been given to Members recently about the use of lateral flow tests (LFTs), bearing in mind the return to in person meetings, and the use of LFTs has been encouraged.</p>
3.8	<p>One of the uncertainties listed in 2.8 above is about further COVID restriction being imposed later in the year. Of course, the Government may have made primary legislation by then, to allow for remote meetings to be held once again, under the 1972 Act. However, if face-to-face meetings could not be held due to COVID restrictions, and there was no new legislation to allow them, flexibility would be required to safeguard the Council’s decision-making for its Committees etc.</p> <p>In those circumstances, it would be wise for there to be some contingency arrangements in place.</p>
3.9	

	<p>The proposals set out in this paragraph are here as a contingency, only. They would apply only if;</p> <p>1) in person meetings cannot be held for whatever reason on or after 17 May 2021 (Steps in the Roadmap not being met, present restrictions not being lifted, or further COVID restrictions being applied, later in the year, that prevent in person meetings being held) and</p> <p>2) the Government has not made any new legislation which will allow remote meetings to be held under the 1972 Act.</p> <p>To cover these circumstances, and in line with the Guidance, Officer delegations need to be put in place to allow the Council to carry out its business.</p> <p>Therefore, should the circumstances set out in sub-paragraphs 1) and 2) above apply, the Council hereby agrees that delegated authority be given;</p> <ul style="list-style-type: none"> A) to the Head of Planning and Coastal Management to make decisions which fall within the remit of the Strategic Planning Committee, or the Planning Committee North or the Planning Committee South, having consulted with the Chairs and Vice-Chairs of Planning Committee North and Planning Committee South. B) to the Head of Legal and Democratic Services to make decisions which fall within the remit of the Licensing Committee, having consulted with the Chair and Vice-Chair of the Licensing Committee. C) to the Chief Executive Officer to make decisions which fall within the remit of the Council, other Committees or Sub-Committees of the Council, in consultation with the relevant Council/Committee Chair and Vice-Chair. <p>These delegated decisions would be made by the relevant Officers and evidenced by an Officer Delegated Decision Notice, which would be published on the Council's website.</p>
3.10	<p>Also, it is noted that many Councils provide powers to their Chief Executive Officer, to enable action to be taken to respond to an emergency, whatever it may be, and whenever it might occur. It was noted that during the COVID pandemic, and particularly in the first lockdown, last year, that these powers to act in an emergency were not available to the Council's Chief Executive Officer. To tie in with similar provisions which many other local authorities have, and to allow for maximum flexibility in the event of an emergency, it is proposed that a specific delegation be made to the Chief Executive Officer.</p> <p>Therefore, it is suggested that the following delegation be put in place to cover emergencies generally, of whatever nature, and arising at any time, as follows;</p> <ul style="list-style-type: none"> A) the Chief Executive Officer be given delegated authority to take any action, including the incurring of expenditure, required to respond to an emergency of any nature, arising at any time, and on any matter. The Chief Executive Officer, in so acting, will be guided by the budget and policy framework, will consult with the Leader, relevant Portfolio Holder,

	Monitoring Officer and Chief Finance Officer before so acting and will report, in writing as soon as practicable afterwards to the body which would otherwise have been required to give the necessary authority to act.
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4 Reason for recommendation

4.1	In the light of current circumstances and uncertainties, to develop the most flexible approach to decision-making, whilst ensuring covid security, public access, and efficiency.
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Appendices

Appendices:

None.

Background reference papers:

None.



FULL COUNCIL

Wednesday, 05 May 2021

Subject	Appointment of Monitoring Officer
Report by	Councillor Steve Gallant Leader of the Council Councillor Maurice Cook Cabinet Member with responsibility for Resources
Supporting Officer	Stephen Baker Chief Executive stephen.baker@eastsuffolk.gov.uk 01394 444378

Is the report Open or Exempt?	OPEN
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Category of Exempt Information and reason why it is NOT in the public interest to disclose the exempt information.	None
Wards Affected:	All Wards

Purpose and high-level overview

Purpose of Report:

The Monitoring Officer is a statutory appointment under Section 5 of the Local Government and Housing Act 1989, as amended by paragraph 24 of Schedule 5 of the Local Government Act 2000.

The Monitoring Officer is one of three statutory Officers the Council is required to have in place, the others being the Head of Paid Service and the Section 151 Officer. These roles have specific statutory duties assigned to them and essentially the role of the Monitoring Officer is to report on matters they believe are, or are likely to be, illegal or amount to maladministration, to be responsible for matters relating to the conduct of Members and Officers and to be responsible for the operation of the Council's Constitution.

The current postholder, Mrs Hilary Slater, has been the Council's Monitoring Officer since her appointment in August 2002, initially for Suffolk Coastal District Council, then for Waveney District Council as well and, more latterly, for East Suffolk Council. Mrs Slater is also the Council's Head of Legal and Democratic Services. Mrs Slater is supported by the Council's Legal and Licensing Services Manager, Mr Christopher Bing, who performs the role of Deputy Monitoring Officer as well as his substantive role.

Mrs Slater has decided to take early retirement and will therefore leave the Council's employment on 31 May 2021. She will be taking her last two weeks of service as annual leaving which means her last working day will be 14 May 2021.

Recruitment to the post of Head of Legal and Democratic Services (which also includes the role of Monitoring Officer) has already begun and an Appointments Committee is scheduled for 22 June 2021. In view of this, arrangements need to be made to cover the Monitoring Officer role between 14 May 2021 until the new postholder is in place.

It is therefore proposed that Mr Bing be appointed as the Council's Monitoring Officer, on an interim basis, from 14 May 2021. Mr Bing has been the Deputy Monitoring Officer for a number of years and therefore has the relevant experience. He is also legally qualified.

Options:

Since the Monitoring Officer is a statutory role, the Council has no option but to ensure this role is filled. Temporarily appointing Mr Bing to the role will ensure a smooth transition of any outstanding matters being dealt with by Mrs Slater at her point of departure. Mr Bing is a well-established Officer of the Council and given that he is the existing Deputy Monitoring Officer, this is the ideal temporary solution.

It is also proposed that Ms Jacqui Bullen, the Council's Lead Planning Lawyer, be temporarily appointed as Deputy Monitoring Officer. Ms Bullen has previously been a local authority Deputy Monitoring Officer and works closely with Mr Bing on a range of legal matters and so they have developed an appreciation of how each other works which will be of benefit. In addition, Ms Bullen has experience of Planning Committee meetings, the operation of which (at both district and parish level) generates most code of conduct complaints. This therefore represents the best use of existing resources at this time.

Recommendation:

That the temporary appointment of Mr Christopher Bing as the Monitoring Officer and Ms Jacqui Bullen as the Deputy Monitoring Officer from 14 May 2021 until the Head of Legal

and Democratic Services post is filled, which includes the role of Monitoring Officer, be approved.

Corporate Impact Assessment

Governance:

The Monitoring Officer is responsible for the operation of the Council's Constitution which includes overseeing the Council's governance arrangements. The Monitoring Officer is therefore integral to ensuring the efficient and proper day to day business of the Council.

ESC policies and strategies that directly apply to the proposal:

The Council's Constitution sets out the Monitoring Officer Protocol.

Environmental:

No impact other than to ensure that all the Council's actions and decisions in relation to environmental matters are carried out in accordance with the Constitution.

Equalities and Diversity:

The Council is required to maintain the highest ethical standards and the Monitoring Officer role is integral to this. In addition, they are responsible for ensuring that the Council meets its legal obligations.

Financial:

No impact.

Human Resources:

No impact.

ICT:

No impact.

Legal:

The Monitoring Officer is responsible for ensuring that the Council operates legally and meets all legislative requirements.

Risk:

Failure to appoint a Monitoring Officer would be contrary to Section 5 of the Local Government and Housing Act 1989 (as amended by paragraph 24 of Schedule 5 Local Government Act 2000) and the Council's Constitution.

External Consultees:	None
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Strategic Plan Priorities

Select the priorities of the Strategic Plan which are supported by this proposal: (Select only one primary and as many secondary as appropriate)		Primary priority	Secondary priorities
T01	Growing our Economy		
P01	Build the right environment for East Suffolk	<input type="checkbox"/>	<input type="checkbox"/>
P02	Attract and stimulate inward investment	<input type="checkbox"/>	<input type="checkbox"/>
P03	Maximise and grow the unique selling points of East Suffolk	<input type="checkbox"/>	<input type="checkbox"/>
P04	Business partnerships	<input type="checkbox"/>	<input type="checkbox"/>
P05	Support and deliver infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
T02	Enabling our Communities		
P06	Community Partnerships	<input type="checkbox"/>	<input type="checkbox"/>
P07	Taking positive action on what matters most	<input type="checkbox"/>	<input type="checkbox"/>
P08	Maximising health, well-being and safety in our District	<input type="checkbox"/>	<input type="checkbox"/>
P09	Community Pride	<input type="checkbox"/>	<input type="checkbox"/>
T03	Maintaining Financial Sustainability		
P10	Organisational design and streamlining services	<input type="checkbox"/>	<input type="checkbox"/>
P11	Making best use of and investing in our assets	<input type="checkbox"/>	<input type="checkbox"/>
P12	Being commercially astute	<input type="checkbox"/>	<input type="checkbox"/>
P13	Optimising our financial investments and grant opportunities	<input type="checkbox"/>	<input type="checkbox"/>
P14	Review service delivery with partners	<input type="checkbox"/>	<input type="checkbox"/>
T04	Delivering Digital Transformation		
P15	Digital by default	<input type="checkbox"/>	<input type="checkbox"/>
P16	Lean and efficient streamlined services	<input type="checkbox"/>	<input type="checkbox"/>
P17	Effective use of data	<input type="checkbox"/>	<input type="checkbox"/>
P18	Skills and training	<input type="checkbox"/>	<input type="checkbox"/>
P19	District-wide digital infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
T05	Caring for our Environment		
P20	Lead by example	<input type="checkbox"/>	<input type="checkbox"/>
P21	Minimise waste, reuse materials, increase recycling	<input type="checkbox"/>	<input type="checkbox"/>
P22	Renewable energy	<input type="checkbox"/>	<input type="checkbox"/>
P23	Protection, education and influence	<input type="checkbox"/>	<input type="checkbox"/>
XXX	Governance		
XXX	How ESC governs itself as an authority	<input checked="" type="checkbox"/>	<input type="checkbox"/>
How does this proposal support the priorities selected? The role of Monitoring Officer is to report on matters they believe are, or are likely to be, illegal or amount to maladministration, the conduct of Officers and Members and to be responsible for the operation of the Council's Constitution. In essence, the Monitoring Officer is the Council's conscious and ethical champion and as such is fundamental to ensuring that the Council complies with all its obligations and that appropriate arrangements are in place for the proper functioning of the Council.			

Background and Justification for Recommendation

1 Background facts

- | | |
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| 1.1 | The Monitoring Officer role is a statutory requirement in accordance with the legislation referred to above. |
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2 Current position

- | | |
|-----|---|
| 2.1 | The current Monitoring Officer is taking early retirement and her last working day is 14 May 2021. In view of this, arrangements must be made to cover the role until a permanent replacement can be found. |
|-----|---|

3 How to address current situation

- | | |
|-----|---|
| 3.1 | The recruitment process has already begun and we anticipate that a new Monitoring Officer will be in place by September 2021. |
| 3.2 | It is not anticipated that there will be any difficulty recruiting to the role. |

4 Reason/s for recommendation

- | | |
|-----|---|
| 4.1 | The temporary appointment of a Monitoring Officer and Deputy Monitoring Officer is a legal requirement. |
| 4.2 | By utilising the experience of current officers who have previously performed the Monitoring Officer role represents the best use of resources and will enable a smooth transition. |

Appendices

Appendices:

None

Background reference papers:

None



FULL COUNCIL

Wednesday, 05 May 2021

Subject	Neighbourhood Plans - Bredfield, Kesgrave and Reydon
Report of	Councillor David Ritchie Cabinet Member with responsibility for Planning and Coastal Management
Supporting Officers	Dickon Povey Principal Planner (Policy and Delivery) dickon.povey@eastsoffolk.gov.uk 01502 523043 Andrea McMillan Principal Planner (Policy and Delivery) andrea.mcmillan@eastsoffolk.gov.uk 01394 444567 Laura Mundy Principal Planner (Policy and Delivery) laura.mundy@eastsoffolk.gov.uk 01394 444556

Is the report Open or Exempt?	OPEN
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Category of Exempt Information and reason why it is NOT in the public interest to disclose the exempt information.	Not applicable
Wards Affected:	Carlford & Fynn Valley Kesgrave Southwold Wrentham, Wangford and Westleton

Purpose and high-level overview

Purpose of Report:

The purpose of this report is to ask the Council to consider the three neighbourhood plans which are 1) Bredfield Neighbourhood Plan; 2) Kesgrave Neighbourhood Plan; and 3) Reydon Neighbourhood Plan attached to this report, and to agree that the Council is minded to approve them.

Also, to give delegated authority to the Head of Planning and Coastal Management, acting in consultation with the Portfolio Holder for Planning and Coastal Management, to make the plans, after the three neighbourhood plans referenda which are being held on 6th May 2021, assuming that there is a positive outcome for each, as a result of the referenda. This appears to be the most efficient way for the Council to ensure that the plans are made within the statutory deadline of eight weeks of the day following a successful referenda.

Options:

1. The Council needs to make the three neighbourhood plans in the eight weeks of the day following the referendum. By virtue of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (the 2020 Regulations), elections last year were postponed to May 2021. Therefore, the referenda could not be held until 6 May 2021 at the earliest, to coincide with the local government and PCC elections being held on that day. The results of the referenda will be declared following the count of votes which will not be until 10 May 2021.
2. At the time of writing this report, the Council cannot hold its meetings remotely after 6 May 2021. This is due to the time limit of 6 May 2021 imposed by the 2020 Regulations. Whether or not remote meetings can be held after that is dependent on the outcome of a court case which was heard in the Administrative Courts on 21 April 2021, the judgment in this case not having been handed down, as yet. The future of face-to-face meetings is unknown, too, because organised permitted gatherings cannot be held until we reach Step 3 of the Roadmap, which will be on 17 May at the earliest.
3. Therefore, the Council's Annual Meeting has been brought forward from 26 May to 5 May, to allow it to be held remotely, in a COVID secure manner. The next scheduled meeting of the Council will not be held until 28 July 2021, and it is not known, at this time, if it can be held remotely or whether it will have to be held face-to-face with the necessary COVID risk assessments in place. This will be too late for the statutory time limit within which the plans must be made by the Council, following a successful referendum.
4. Nonetheless, the Council would like to deal with the plans in the most efficient way it can, particularly because they have been developed by their respective communities and Parish/Town Councils over a fairly lengthy time period. Much work has gone into them, and they have been through an independent examination process. If the referenda are held, and the outcome is positive, the Council cannot refuse to make the plans. Therefore, it is reasonable and efficient that they be considered by the

Council, now, and that the Council gives an indication of its intention to approve them, subject to a positive outcome of the referenda. They may be made thereafter, in accordance with the wishes of the Council and, assuming a positive vote, with the support of the electorate. This option is recommended as it will provide the greatest benefits for both the Council and the communities involved. If a positive outcome is not achieved at the referenda, the plans will not be made.

5. Alternatively, the Council may choose to wait to consider the three plans after the outcome of the referenda. However, if remote meetings cannot be held after 6 May 2021, and organised permitted gatherings until 17 May at the earliest, it is not clear at this point in time when the Council might be able to meet, face-to-face, and also, its next scheduled meeting is not until 28 July, which is outside of the statutory deadline. To consider the plans at a later date will be less efficient for the Council in terms of its decision-making and it will delay and technical/legal difficulties in the making of the three neighbourhood plans later on.

Recommendations:

1. That the Council considers the Bredfield Neighbourhood Plan, the Kesgrave Neighbourhood Plan, and the Reydon Neighbourhood Plan and agrees that it is minded to approve them, subject to a positive outcome at the referenda about each being held on 6 May 2021.
2. That subject to a positive outcome for each of the referenda being held on 6 May 2021, delegated authority be granted to the Head of Planning and Coastal Management, acting in consultation with the Cabinet Member with responsibility for Planning and Coastal Management, to make the neighbourhood plans, as soon as reasonably practical after the declaration of the referenda results on 10 May 2021, and to evidence their delegated decision with the publication of an Officer Delegated Decision Notice.

Corporate Impact Assessment

Governance:

Once made, the neighbourhood plans will form part of the development plan and will be a statutory consideration in determining planning applications in the respective neighbourhood area.

ESC policies and strategies that directly apply to the proposal:

The neighbourhood plans are in general conformity with the relevant strategies of the East Suffolk Council - Suffolk Coastal Local Plan and the East Suffolk Council - Waveney Local Plan. This is something the plans are tested against at Examination.

Environmental:

Individual policies in the neighbourhood plans contribute to achieving objectives in relation to the environment which will support the delivery of the Environment priorities in the Strategic Plan. As examples, The Bredfield Neighbourhood Plan contains policies to maintain the landscape; protect/enhance biodiversity habitats; and safeguard local green spaces. The Kesgrave Neighbourhood Plan contains policies to encourage growing spaces

in new residential developments; safeguard local green spaces; conserve/improve biodiversity; The Reydon Neighbourhood Plan contains policies to safeguard local green spaces; protect areas of the countryside; and improve biodiversity.

Equalities and Diversity:

Equality Impact Assessment ref: EQIA327984295 has been carried out. No impacts on those with protected characteristics have been identified and, therefore, no mitigating actions have been required/identified.

Financial:

In accordance with the Community Infrastructure Levy (CIL) Regulations, Parish/Town Councils with a made neighbourhood plan in place will receive 25% of CIL receipts from liable development schemes permitted after the neighbourhood plan is made. For towns and parishes with no made Neighbourhood Plan, they will receive 15% of CIL receipts. (Further details on CIL can be found via the following link: <http://www.eastsuffolk.gov.uk/planning/community-infrastructure-levy/>)

The Council has claimed Neighbourhood Planning Grant of £20,000 from the Government for each of these three Neighbourhood Plans. This is normally available to claim once a date has been set for the referendum but in light of Covid-19 impacts this was made available upon publication of the Decision Statement.

Human Resources:

No impacts.

ICT:

No impacts.

Legal:

See the comments in the Options section of the report, above.

Risk:

There are no risks anticipated in relation to the implementation of the recommendation.

External Consultees:

All three of the neighbourhood plans have been subject to extensive consultation throughout the course of their preparation. This has included consultation with the community as a whole; statutory consultees; and a broad range of other interested parties. Details of the consultation process can be found in the respective Consultation Statements in the Background Reference Papers.

Strategic Plan Priorities

Select the priorities of the Strategic Plan which are supported by this proposal: (Select only one primary and as many secondary as appropriate)		Primary priority	Secondary priorities
T01	Growing our Economy		
P01	Build the right environment for East Suffolk	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P02	Attract and stimulate inward investment	<input type="checkbox"/>	<input type="checkbox"/>
P03	Maximise and grow the unique selling points of East Suffolk	<input type="checkbox"/>	<input type="checkbox"/>
P04	Business partnerships	<input type="checkbox"/>	<input type="checkbox"/>
P05	Support and deliver infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
T02	Enabling our Communities		
P06	Community Partnerships	<input type="checkbox"/>	<input type="checkbox"/>
P07	Taking positive action on what matters most	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P08	Maximising health, well-being and safety in our District	<input type="checkbox"/>	<input type="checkbox"/>
P09	Community Pride	<input checked="" type="checkbox"/>	<input type="checkbox"/>
T03	Maintaining Financial Sustainability		
P10	Organisational design and streamlining services	<input type="checkbox"/>	<input type="checkbox"/>
P11	Making best use of and investing in our assets	<input type="checkbox"/>	<input type="checkbox"/>
P12	Being commercially astute	<input type="checkbox"/>	<input type="checkbox"/>
P13	Optimising our financial investments and grant opportunities	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P14	Review service delivery with partners	<input type="checkbox"/>	<input type="checkbox"/>
T04	Delivering Digital Transformation		
P15	Digital by default	<input type="checkbox"/>	<input type="checkbox"/>
P16	Lean and efficient streamlined services	<input type="checkbox"/>	<input type="checkbox"/>
P17	Effective use of data	<input type="checkbox"/>	<input type="checkbox"/>
P18	Skills and training	<input type="checkbox"/>	<input type="checkbox"/>
P19	District-wide digital infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
T05	Caring for our Environment		
P20	Lead by example	<input type="checkbox"/>	<input type="checkbox"/>
P21	Minimise waste, reuse materials, increase recycling	<input type="checkbox"/>	<input type="checkbox"/>
P22	Renewable energy	<input type="checkbox"/>	<input type="checkbox"/>
P23	Protection, education and influence	<input type="checkbox"/>	<input checked="" type="checkbox"/>
XXX	Governance		
XXX	How ESC governs itself as an authority	<input type="checkbox"/>	<input type="checkbox"/>
<p>How does this proposal support the priorities selected?</p> <p>Each of the neighbourhood plans includes the respective community's vision and sets out how this will be delivered. This supports P09 'Community Pride' by promoting involvement, participation and positive action in the respective communities and delivering their collective vision and objectives.</p> <p>P01 'Build the Right Environment for Suffolk' is directly supported by enabling an inclusive approach to shaping communities, set out in each neighbourhood plan. In turn, these will positively promote the delivery of the Council's strategies for growth and place making. The Bredfield Neighbourhood Plan allocates land for housing development and the Reydon Neighbourhood Plan includes a specific policy facilitating the delivery of Affordable Housing</p>			

on the boundary of the settlement. These both enhance the supply of housing, enabling growth.

The neighbourhood plans are all excellent examples of community-led planning which directly supports P07 'Taking Positive Action on What Matters Most'. Neighbourhood plans enable communities to plan and responding to meet their own needs. The housing policies mentioned in connection with P01 will provide housing in a manner directly shaped by the community.

Supporting and delivering neighbourhood plans means the Council is eligible for £20,000 of Neighbourhood Planning Grant from the Government. This supports priority P13 'Optimising our Financial Investments and Grant Opportunities'.

The neighbourhood plans contain a range of policies which promote protection and enhancement of the environment in terms of views; local green spaces; and biodiversity amongst others. Making the neighbourhood plans will support priority P23 'Protection, Education and Influence' by using the Council's policy-making function to enable communities to achieve a cleaner and healthier environment.

Background and Justification for Recommendation

1 Background facts	
1.1	Neighbourhood Plans were introduced by the Localism Act in 2011. They allow communities to write their own plan containing planning policies which, once 'made', form part of the development plan and are used alongside the East Suffolk Local Plans and national planning policy. Consideration of the development plan is a statutory element of determining planning applications. Neighbourhood plans also commonly include non-policy actions which reflect the community's aspirations but are not suitable as planning policies. More information on each plan is included below and full versions can be found in the Appendices.
1.2	<p>Bredfield, Kesgrave and Reydon are Parishes and Towns which have each taken up the opportunity to produce a neighbourhood plan for their community. The plans have been developed by the community with the Parish or Town Council being the 'Qualifying Body'. Each plan has been through several stages of consultation, including statutory consultations, and an Examination carried out by an independent examiner. In each case the Examiner has recommended that the neighbourhood plan proceeds to referendum. The referendum for each plan will take place on the 6th May – the earliest date possible after the Local Government and Police and Crime Commissioner (Coronavirus) (Postponement of Elections and Referendums) (England and Wales) Regulations 2020 delayed all elections and referenda until 6th May 2021 at the earliest.</p> <p>The question asked at the referenda will be: <i>Do you want East Suffolk Council to use the Neighbourhood Plan for Bredfield/Kesgrave/Reydon to help it decide planning applications in the neighbourhood area?</i></p> <p>For a positive referendum outcome more people must vote 'Yes' than 'No'.</p>

1.3	<p>Across the country, it is evident that the vast majority of neighbourhood plans are successful at referendum. Neither of the three neighbourhood plans in question have been controversial and there is no reason to suggest any of these plans will not be successful at their respective referenda. Therefore, it is hoped that the plans will pass their referendum, but of course, this cannot be guaranteed or known definitely until 10 May 2021. Therefore, any plan that does not pass the referendum will not be made. However, in order to ensure that, if successful at their referenda, the plans can be made quickly thereafter, it is hoped that they can be considered and that the Council will be minded to approve them, now, and give delegated authority for them to be made by Officers, subject to a successful referenda. If successful, the plans will be made in exactly the same form as attached to this report, to reflect the wishes of the Council and the electorate.</p> <p>The implications of the time limits for remote meetings, contained in the 2020 Regulations, is set out above. Therefore, it is considered reasonable, efficient and desirable to make a “minded to” decision to approve these plans, with delegated authority being given to complete the Council’s intentions, and make the plans, subject to the successful referenda results.</p>
1.4	<p>The Government’s Planning Practice Guidance (see Background Reference Papers) states that currently a draft neighbourhood plan will attract ‘significant weight’ in determining planning applications once the Decision Statement confirming the neighbourhood plan will proceed to referendum has been issued. As detailed in the paragraphs below, a Decision Statement has been issued for each of the plans, therefore, each plan currently carries <i>significant</i> weight. This will increase to <i>full</i> weight once a plan has passed the referendum. The neighbourhood plans will become formally part of the development plan once they are made. The Council is required to make the neighbourhood plans within 8 weeks of the day following the referendum, unless it considers that this would breach, or be incompatible with any EU obligation or any of the Convention of Rights. This is not considered to be the case with any of the neighbourhood plans.</p>
1.5	<p>Areas with a made neighbourhood plan benefit from a greater proportion of ‘Community Infrastructure Levy’ (CIL) where this is payable. The CIL is a tariff paid by liable forms of development and it is calculated using the development’s floor area. CIL is paid to the Council by the developer. A proportion of this money is then paid directly to the Parish or Town Council on a bi-annual basis. Parish or Town Councils receive 25% CIL receipts where there is a made neighbourhood plan in place, or 15% without. The CIL regulations apply a cap to the annual amount of CIL transferred to Parish or Town Councils where there is no neighbourhood plan in place. It is capped at £100 per dwelling (indexed for inflation). There is no cap on the 25% transferred when a made neighbourhood plan is in place.</p>
1.6	<p>The Bredfield and Kesgrave Neighbourhood Plans have been prepared alongside the preparation of the new Suffolk Coastal Local Plan, which was adopted in September 2020. Although the two Neighbourhood Plans were Examined, and the Decision Statements issued, prior to the adoption of the new Suffolk Coastal Local Plan, the Examiners for both Neighbourhood Plans recognised in their reports that the Neighbourhood Plans have been prepared in acknowledgement of the (at the time, emerging) Suffolk Coastal Local Plan. The national Planning Practice</p>

	Guidance on Neighbourhood Plans explains that Neighbourhood Plans can be developed before or at the same time as the local planning authority is producing its Local Plan. The Waveney Local Plan was adopted in March 2019 - the Reydon neighbourhood plan was examined in the context of the Waveney Local Plan only.
1.7	<p>Bredfield Neighbourhood Plan</p> <p>The Bredfield Neighbourhood Plan covers the entire parish of Bredfield. A link to the Neighbourhood Area Decision Notice is provided in the Background Reference Papers. The plan includes policies relating to views; landscape; heritage assets; business uses and tourism; transport: and parking amongst others. The plan also includes three residential site allocations for a total of 30 new dwellings.</p>
1.8	Bredfield Parish Council consulted with the local community to produce their plan. This is documented in their Consultation Statement (see Background Reference Papers). Following this, the neighbourhood plan was submitted to the Council and the Council publicised the plan, inviting comments over the period of 10 July to 21 August 2019.
1.9	<p>Following this period of publicity, East Suffolk Council, with the agreement of Bredfield Parish Council, appointed independent Examiner Richard High BA MA MRTPI to examine the Bredfield Neighbourhood Plan. The role of the Examiner is to ensure the neighbourhood plan meets the relevant legislative and procedural requirements. Testing against the 'Basic Conditions' set out in the Town and Country Planning Act 1990 is a key element of this. In response to the queries raised by the Bredfield Neighbourhood Plan Examiner, Bredfield Parish Council produced additional documents, including an addendum to the Strategic Environmental Assessment. These documents were published for an additional period of consultation from 07 February to 20 March 2020. In response to additional queries raised by the Examiner, Bredfield Parish Council provided some further information in relation to Policy BDP 9 of the Neighbourhood Plan. The correspondence between the Examiner and Council (including the additional information) was published for a further period of consultation from 22 May to 12 June 2020.</p> <p>The Examiner issued his report in July 2020 and it concluded that subject to modifications the Bredfield Neighbourhood Plan meets the Basic Conditions and should proceed to referendum (see Background Reference Papers).</p>
1.10	Using powers delegated to the Head of Planning and Coastal Management, and following discussion with the Parish Council, each of the recommended modifications were considered and agreed. The Decision Statement for the Bredfield Neighbourhood Plan was published in September 2020 (see Background Reference Papers). Due to referendums and elections being delayed (as covered in paragraphs above), the referendum will now take place on 6th May 2021.
1.11	<p>Kesgrave Neighbourhood Plan</p> <p>The Kesgrave Neighbourhood Plan covers the entire Town Council area of Kesgrave. A link to the Neighbourhood Area Decision Notice is provided in the Background Reference Papers. The plan includes policies relating to infill and residential garden development; residential uses in Kesgrave District Centre;</p>

	maintaining Kesgrave's identity; benefits of green and community growing spaces; Local Green Spaces; wildlife conservation; Non-Designated Heritage Assets; improving the provision of leisure facilities; maintaining and improving walking and cycling infrastructure; and improving residential parking.
1.12	Kesgrave Town Council consulted with the local community to produce their plan. This is documented in their Consultation Statement (see Background Reference Papers). Following this, the neighbourhood plan was submitted to the Council and the Council publicised the plan, inviting comments over the period of 24 th January to 6 th March 2020.
1.13	Following this period of publicity, East Suffolk Council, with the agreement of Kesgrave Town Council, appointed independent Examiner John Slater BA (Hons) DMS MRTPI to examine the Kesgrave Neighbourhood Plan. The role of the Examiner is to ensure the neighbourhood plan meets the relevant legislative and procedural requirements. Testing against the 'Basic Conditions' set out in the Town and Country Planning Act 1990 is a key element of this. The Examiner issued his report in June 2020 and it concluded that subject to modifications the Kesgrave Neighbourhood Plan meets the Basic Conditions and should proceed to referendum (see Background Reference Papers).
1.14	Using powers delegated to the Head of Planning and Coastal Management, and following discussion with the Town Council, all but one of the recommended modifications were considered and agreed. The Council took an alternative view to the Examiner in relation to Policy KE7 Non-Designated Heritage Assets, as documented in the Decision Statement (see Background Reference Papers). This was supported by legal advice. The Decision Statement for the Kesgrave Neighbourhood Plan was published in July 2020. Due to referendums and elections being delayed (as covered in the paragraphs above), the referendum will now take place on 6th May 2021.
1.15	Reydon Neighbourhood Plan The Reydon Neighbourhood Plan covers the entire parish of Reydon, plus a small section of Wangford with Henham parish. A link to the Neighbourhood Area Decision Notice is provided in the Background Reference Papers. The plan includes policies relating to Affordable Housing tenures; providing Affordable Housing on the boundary of the settlement; a principal residence restriction for new dwellings; safeguarding land next to the primary school; protecting the countryside and local green spaces; improving public rights of way; provision of safe access and walking and cycling routes; and a design policy.
1.16	Reydon Parish Council consulted with the local community to produce their plan. This is documented in their Consultation Statement (see Background Reference Papers). Following this, the neighbourhood plan was submitted to the Council and the Council publicised the plan, inviting comments over the period of 27 th February and 8 th May 2020. This publicity included an extension of time and the offer of posting hard copies of the plan documents to those requesting them in order to mitigate the effects of the first lockdown in 2020.
1.17	

	Following this period of publicity, East Suffolk Council, with the agreement of Reydon Parish Council, appointed independent Examiner Andrew Ashcroft MA DMS MRTPI to examine the Reydon Neighbourhood Plan. The role of the Examiner is to ensure the neighbourhood plan meets the relevant legislative and procedural requirements. Testing against the 'Basic Conditions' set out in the Town and Country Planning Act 1990 is a key element of this. The Examiner issued his report in July 2020 and it concluded that subject to modifications the Reydon Neighbourhood Plan meets the Basic Conditions and should proceed to referendum (see Background Reference Papers).
1.18	Using powers delegated to the Head of Planning and Coastal Management, and following discussion with the Parish Council, each of the recommended modifications were considered and agreed. The Decision Statement for the Reydon Neighbourhood Plan was published in August 2020 (see Background Reference Papers). Due to referendums and elections being delayed (as covered in the paragraphs above), the referendum will now take place on 6 th May 2021.

2 Current position

2.1	Each of the neighbourhood plans has successfully completed examination and the referenda will be held on 6 th May. The Council must make a neighbourhood plan within 8 weeks of the day after the referendum.
2.2	The Council can currently hold virtual meetings, but this power will cease on the 6 th May 2021.

3 How to address current situation

3.1	If the three neighbourhood plans are successful at the referenda to be held on 6 May, the Council needs to be able to make them as soon as is reasonably practicable after that, and no later than eight weeks following the day of a successful referendum, the outcome of which will be known on 10 May 2021.
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4 Reason/s for recommendation

4.1	Considering the plans and being minded to approve them, subject to a successful referendum, and giving delegated authority, thereafter, to make them, allows the Council to make the plans in the most efficient, timely way.
4.2	Granting consent/authorisation to make the neighbourhood plans as recommended in section 3 will allow the plans to be applied in full at the soonest possible opportunity for the benefit of the community.

Appendices

Appendices:

Appendix A	Bredfield Neighbourhood Plan (Referendum Edition)
Appendix B	Kesgrave Neighbourhood Plan (Referendum Version)
Appendix C	Reydon Neighbourhood Plan (Referendum Draft)

Background reference papers:

Date	Type	Available From
March 2021	Government guidance: COVID-19: Guidance for the safe use of council buildings	https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-council-buildings/covid-19-guidance-for-the-safe-use-of-council-buildings
September 202	National Planning Practice Guidance - What changes have been introduced to neighbourhood planning in response to the coronavirus (COVID -19) pandemic?	https://www.gov.uk/guidance/neighbourhood-planning--2#covid-19
August 2015	Bredfield Neighbourhood Area Decision	https://www.eastsuffolk.gov.uk/assets/Planning/Neighbourhood-Planning/Designated-Neighbourhood-Areas/Bredfield/Decision-notice.pdf
July 2019	Bredfield Neighbourhood Plan Consultation Statement	https://www.eastsuffolk.gov.uk/assets/Planning/Neighbourhood-Planning/Designated-Neighbourhood-Areas/Bredfield/Consultation/04-Bredfield-Consultation-Document.pdf
September 2020	Bredfield Neighbourhood Plan Decision Statement	https://www.eastsuffolk.gov.uk/assets/Planning/Neighbourhood-Planning/Designated-Neighbourhood-Areas/Bredfield/Bredfield-Decision-Statement-final-signed-version.pdf
July 2020	Bredfield Neighbourhood Plan Examiner's Report	https://www.eastsuffolk.gov.uk/assets/Planning/Neighbourhood-Planning/Designated-Neighbourhood-Areas/Bredfield/Examiners-report/Bredfield-Neighbourhood-Plan-Examination-final-report.pdf
September 2016	Kesgrave Neighbourhood Area Decision	https://www.eastsuffolk.gov.uk/assets/Planning/Neighbourhood-Planning/Designated-Neighbourhood-Areas/Kesgrave/Kesgrave-neighbourhood-area-decision.pdf
November 2019	Kesgrave Neighbourhood Plan Consultation Statement	https://www.eastsuffolk.gov.uk/assets/Planning/Neighbourhood-Planning/Designated-Neighbourhood-Areas/Kesgrave/Consultation-statement.pdf
July 2020	Kesgrave Neighbourhood Plan Examiner's Report	https://www.eastsuffolk.gov.uk/assets/Planning/Neighbourhood-Planning/Designated-Neighbourhood-Areas/Kesgrave/00-Kesgrave-Neighbourhood-Plan-examiners-report-June-2020.pdf

July 2020	Kesgrave Neighbourhood Plan Decision Statement	https://www.eastsuffolk.gov.uk/assets/Planning/Neighbourhood-Planning/Designated-Neighbourhood-Areas/Kesgrave/Kesgrave-Neighbourhood-Plan-Decision-Statement-27.07.2020.pdf
December 2018	Reydon Neighbourhood Area Decision	https://www.eastsuffolk.gov.uk/assets/Planning/Neighbourhood-Planning/Designated-Neighbourhood-Areas/Reydon/03-Reydon-Area-Determination-and-Decision.pdf
February 2020	Reydon Neighbourhood Plan Consultation Statement	https://www.eastsuffolk.gov.uk/assets/Planning/Neighbourhood-Planning/Designated-Neighbourhood-Areas/Reydon/Reydon-Neighbourhood-Plan-consultation-statement.pdf
July 2020	Reydon Neighbourhood Plan Examiner's Report	https://www.eastsuffolk.gov.uk/assets/Planning/Neighbourhood-Planning/Designated-Neighbourhood-Areas/Reydon/Referendum/Reydon-NP-Examiners-Report.pdf
August 2020	Reydon Neighbourhood Plan Decision Statement	https://www.eastsuffolk.gov.uk/assets/Planning/Neighbourhood-Planning/Designated-Neighbourhood-Areas/Reydon/Reydon-NP-Decision-Statement.pdf



BREDFIELD NEIGHBOURHOOD PLAN

2018 - 2036

Bredfield Parish Council

Referendum Edition

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Section 1: OVERVIEW

Location and Description of the Neighbourhood Plan area

1.1 BREDFIELD: the village

1.1.1 Bredfield, a “broad clearing” in old English, is an attractive village community in rural east Suffolk, three miles (4.8km) from Woodbridge, the nearest market town, and about ten miles (16km) from the North Sea coast. Set in about a thousand acres (405ha) of fertile agricultural land, the village can trace its roots back to Saxon times. The village grew around crossroads where roads from outlying communities to Woodbridge converged, and crossed an ancient track from the river Deben at Melton towards the Roman road at Debach Post.

1.1.2 With several separate medieval manors, each claiming a part of the land, Bredfield never owed allegiance to any one great landlord. The existence of many small tenant farmers with land scattered throughout the parish has influenced its development through to the present day but its open pattern of development, in distinct settlement groups separated by green space, owes most to the eighteenth century, when the law allowed individuals, in certain circumstances, to build dwellings on the “Lord’s Waste”, the uncultivable field verges around the Green and the Pump, and elsewhere in the village, which technically belonged to the Lord of the Manor.

1.1.3 A characteristic Bredfield shares with many other Suffolk villages is the relatively open nature of the development. Core buildings close to the church are set off by the surrounding green spaces – not just the churchyard, playing field and well-wooded Old Rectory garden, but also the occasional arable field or ancient meadow fronting the road. These are as important in the street-scene as are the buildings themselves. The present Local Plan, in identifying Bredfield as a village with two separate centres and two separate Physical Limits Boundaries (*see Map BDP.2*) recognised this, which has resulted in the presumption against development in the “countryside” between or surrounding the two centres.

Community Spirit

1.1.4 When asked, people rally round to help each other, or a good cause – raising more than £30,000 recently for a new cancer unit at Ipswich Hospital – or to play their part in local activities. The village hall was built by community effort and in recent years has undergone updating and refurbishment, much of it supported by fund-raising. There are regular quiz evenings in both the village Hall and Bowls Club, raising money for charities, and the annual Church Fete brings in large crowds.

1.2 Why we have a Neighbourhood Plan

1.2.1 It will be readily appreciated from the description above that the inhabitants of Bredfield love their village. What it lacks in dramatic beauty or historic houses, it more than makes up for in gentle unassuming charm and community spirit. We believe that there is a willingness to see change, and

some development, but not at the expense of the very special qualities that make Bredfield the delightful place it is to live in.

1.2.2 The Localism Act 2011 introduced Neighbourhood Development Plans, which allow communities to shape the future of the places where they live and work. The NDP can set out policies and plans for the area, on a very local scale. A neighbourhood plan, when completed, has the same legal status as the Local Plan and becomes part of the Statutory Development Plan, and any applications for development must be in accordance with these plans.

1.2.3 Hence this Neighbourhood Plan has been prepared, which covers the period 2018 – 2036 in line with Suffolk Coastal District Council’s Local Plan. In the Plan, we have tried to capture the issues that local people have interest in or concerns about and, in consultation with them, have proposed policies and/or actions to address them.

1.3 Methodology

1.3.1 Bredfield carried out Village Appraisals in 1978 and 1990 and a Parish Plan in 2006. These provided a good background to conduct research for the Neighbourhood Development Plan. The village was experienced in conducting surveys and sampling opinion, and the results of the earlier surveys and plans provided useful points of comparison.

1.3.2 It was decided that the main method which would be employed was direct contact with as many people as possible. Sub-groups were formed to investigate, consult and research the different areas of concern and, after collection of initial baseline opinion from specific subject questionnaires, a questionnaire was formulated which was issued to every individual in the village over the age of 12 years (the Individual Questionnaire). Alongside this there was a series of public meetings, personal contacts and specialist assistance.

1.3.3 Full details of the consultation process may be found in the accompanying Consultation Document and associated Appendix.

1.4 Policies and Statements of Intent

1.4.1 In this Plan, **The Policies** we have proposed are intended to provide clarity for those who are preparing or implementing plans for development. These Policies are supported in the text by an outline of the background and issues that have been identified, and the objectives that we intend to achieve.

1.4.2 The process of preparing this Plan has resulted in several actions being identified that are not planning related. However, this is not to say that they are any less important. These will be shown as **Statements of Intent**, describing the Parish Council’s intentions and wishes in these areas. It is hoped that these actions will help to address problems that have, in part, been created by development in the past, and that they will help to mitigate the impacts of future development

1.5 Consultation Period

1.5.1 Following publication of the draft Plan, it was subject to a consultation period between 20 July and 7th September 2018, followed by a further round of local consultation between 16 December and 18 January 2019. Feedback received to the consultation may be found in the Appendix to the accompanying Consultation Document.

1.6 Synergy

1.6.1 The Government has laid out various national policies which must be followed, in the National Planning Policy Framework (NPPF), published in July 2018. In addition, Suffolk Coastal District Council (SCDC) has set out what it wishes to achieve in its Core Strategy, a Local Plan document adopted in July 2013. In accordance with the commitment set down in the Core Strategy, a Local Plan Review was undertaken, commencing in 2016, and the new Final Draft Local Plan was published in January 2019. Our Neighbourhood Plan must be in conformity with these documents.

1.6.2 In the Local Plan, towns and villages in the SCDC area are categorised according to size, level of facilities and their role in relation to neighbouring communities. Scale and type of development may then be specified, appropriate to each level of the hierarchy. Under the 2013 Local Plan Bredfield was identified as a Local Service Centre, but the Draft Local Plan (2019) uses the term Small Village. Our place in the hierarchy reflects both the current services available and the need for a suitable level of growth to sustain the vitality of the village.

1.6.3 The policies in our Neighbourhood Plan are in general conformity with the NPPF and are consistent with the policies set out in SCDC's Local Plan. At the start of each of the following sections, the relevant NPPF paragraphs and Local Policies has been highlighted. Full details of how individual policies conform to NPPF and Local Plan will be found in the accompanying Basic Conditions Statement.



Section 2 BREDFIELD – THE VISION

2.1 Vision and Objectives

2.1.1 Our vision for Bredfield is of a thriving and vibrant village community, ready to welcome a degree of controlled growth, provided it does not put at risk our valued green spaces, our environmental and historic assets, our relatively safe roads, or the freedom from light pollution which the village currently enjoys

2.1.2 To achieve this vision, we intend to:

- Introduce policies and other measures to ensure the protection of our village environment and rural tranquillity for future generations to enjoy
- Encourage and support local activities and facilities that enhance our already vibrant community spirit
- Seek to define and support a greater degree of protection for villagers and passers-by from speeding traffic and HGVs and
- Clearly delineate the boundaries, size, appearance and overall scale for future housing development

2.1.3 We expect to see the following results from implementing our Plan:

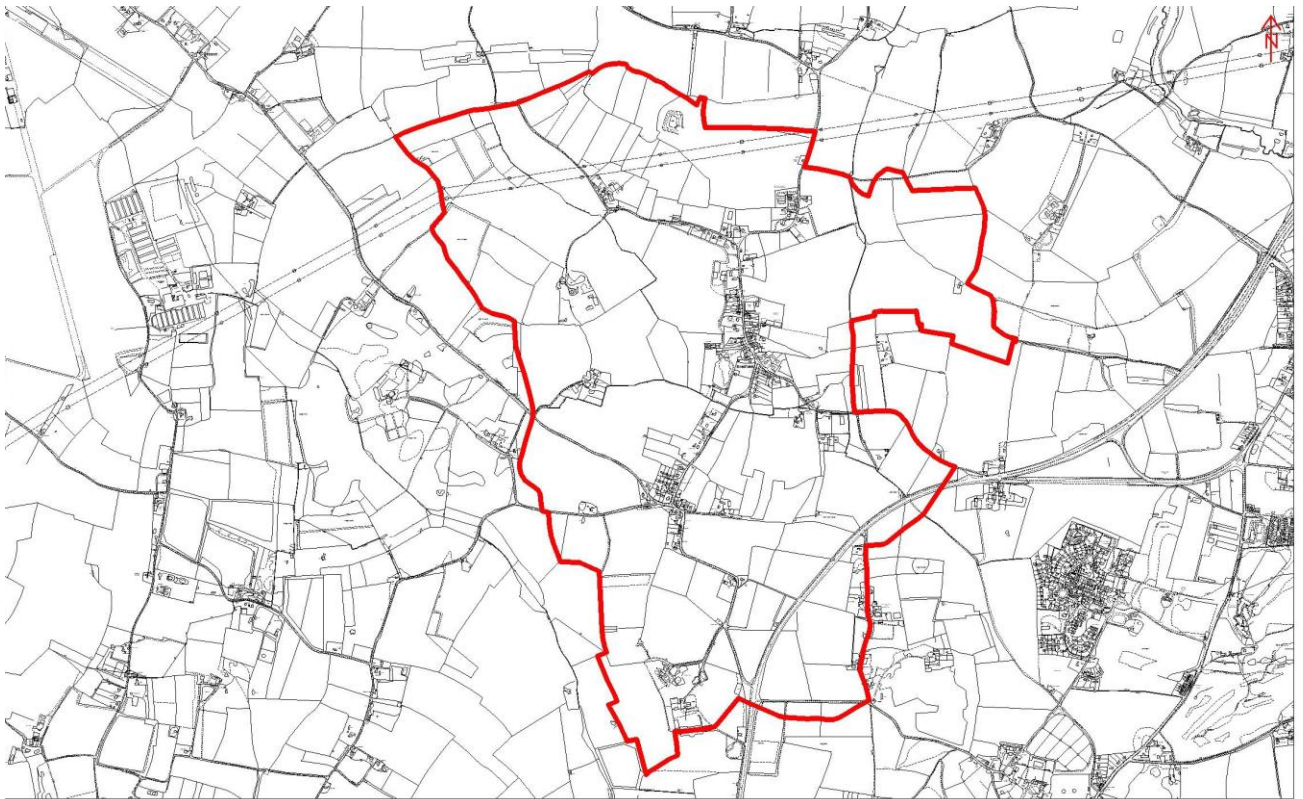
- **Our village environment** – our existing open green spaces will be well-tended and protected from unwanted development; our much-loved views and other important natural and historic environmental features and assets will have been recognised and appreciated; and our footpaths, hedges, ancient trees and ditches well-maintained.
- **Our village community** – will be active and engaged in the life of the village, with a thriving shop, sports and social clubs, regular activities in the village hall, a well-supported church and chapel, if possible, a re-opened pub/restaurant, and with better broadband and other communication facilities.
- **Our roads** – our villagers will enjoy a greater measure of protection from speeding traffic and HGVs, with improved signage, more pavements and safety measures for pedestrians and cyclists, and improved parking provision; also, most importantly, safer access to the A12.
- **Our housing stock** – our existing historic houses and other buildings will have been identified and recognised as worthy of protection, and an appropriate number of attractively-designed new houses, predominantly one/two bedrooms (partly to attract younger people into the village), will have been built in areas delineated by the Parish Council, in consultation with villagers, as being suitable for such development.

2.2 Vision and Objectives

2.2.1 We have developed our objectives under the following six headings, which encompass the needs and desires of the people who live or work in the village:

- Natural Environment
- Historic Environment
- The Community
- Business
- Traffic and Transport
- Housing

Each section will give the background and identify the issues to be tackled over the plan period, from 2018 to 2036. Each section then contains policies and, in some cases, Statements of Intent which are intended to address the issues. The Policies in blue boxes are the part of the Plan which carry statutory force as they will become part of the development plan and will be used in the determination of planning applications. The Statements of Intent in green boxes will not carry this weight as they do not relate to land use planning but set out action which the Parish Council intends to take to help realise the objectives.



BNDP: Map 1: Designated Neighbourhood Plan Area

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Section 3 THE NATURAL ENVIRONMENT

Relevant NPPF guidelines: paragraphs 99 – 100; 170 - 175

Relevant SCDC LP (2013) references: SP.16 – SP.18

Suffolk Coastal Final Draft Local Plan (2019): SCLP10.1 – SCLP10.4

3.1 Background

3.1.1 Much of the parish is occupied by open farmland, now dominated almost exclusively by arable crops. There are no areas or sites within the parish that have any protected status, although there are two designated County Wildlife Sites on the parish boundaries – Dallinghoo Wield Wood to the north and Ufford Thicks to the east. County Wildlife Sites are identified by a local panel of experts, and although they are non-statutory, they do recognise the value of a site for wildlife and support characteristic or threatened species or habitats. There are groups of field enclosures and woodland areas in the village, such as those along the northern edge of the parish, which reflect the traditional pattern of land use – a pattern often lost by the amalgamation of fields and loss of hedgerows post-1945.

3.1.2 A further two other sites should be noted: The Jubilee Meadow and Orchard, which is the result of significant community commitment to conservation and enhancement of wildlife habitats, and the bankside habitats along the length of Byng Brook, which are important features providing connectivity and a natural passageway for wildlife. Recent surveys have revealed the extensive biodiversity of the Jubilee Meadow and Orchard, with 96 species of flora identified.¹

3.1.3 Suffolk Wildlife Trust conducted a Landscape and Wildlife Evaluation for Bredfield during August 2016. A full copy of this report accompanies this Plan and an executive summary of the findings is contained in Annex [D]. The Evaluation indicated that, across the Parish, Bredfield has several Priority Habitats. These are features and habitats that are important for conservation under the UK Biodiversity Action Plan (UKBAP), which itself was a response to the International Convention on Biological Diversity (CBD). These Priority Habitats include ancient hedgerows and field margins, mixed deciduous woodland, meadows, ponds and traditional orchards.

3.1.4 Villagers carried out a Hedgerow Survey in 2002-03, and this is still considered to be relevant (see *Suffolk Hedgerow Survey 1998-2012*, Guy Ackers, SCDC 2012). This showed that Bredfield has a good diversity of species, with several significant boundary hedges and trees, some more than 200 years old.

3.1.5 A *Landscape Character Assessment*² was conducted for the District Council in 2018 which described the area as a scenic, gently rolling arable landscape, with a pleasant rural character.

¹ SWT Surveys June 2011 and May 2013

² *Suffolk Coastal Landscape Character Assessment*, Section 3: N1

3.2 Issues

3.2.1 **Distinctive Views** - when asked in the Individual Questionnaire what made Bredfield a special place, more than half of those who responded (52%) indicated that distinctive views and scenery made Bredfield a special place. When asked to identify specific views, that from the village hall towards Ufford Thicks stood out (74%); but other views, westwards from the Church, approaching the village along Ufford Road, and the open spaces along Woodbridge Road were all rated highly.

3.2.2 **Local Landscape** – in the Individual Questionnaire, people were asked to consider which aspects of the landscape might be subject to special protection. Two overall choices stood out – footpaths and bridleways (72%), and verge and hedgerow maintenance (56%), with pond/ditch clearance, distinctive views and woodland also being rated highly. These are the responsibility of either the County Council, District Council or individual private landowners.

3.2.3 **Maintaining Priority Habitats** - the survey carried out by SWT highlighted the importance of the mix of tall and dense hedgerows, stream corridors, ponds and field margins for the way they help integrate Priority Habitats with other habitats across the parish and so avoid geographical isolation. SWT urges that proposed developments in the wider countryside be kept under review, to prevent significant damage or deterioration within the ecological network, and that positive options should be promoted to help maintain and enhance the networks.

3.2.4 **Green Spaces** - national policy (NPPF.99) makes provision for local communities to identify green areas of importance to those communities, where development will not be permitted except in very special circumstances. The consultation carried out during the process of forming this plan has shown that there is support for this. The Individual Questionnaire invited responders to identify suitable sites for designation as Green Spaces. The most popular was the Playing Field (76% overall), followed by the Orchard; but Byng Brook, the stream which runs through the village, attracted support, as did the Churchyard and the village green.

3.2.5 **Supporting the Environment** - there has already been significant community commitment to conservation and support of wildlife habitats within the parish, with the establishment of a traditional orchard and wildlife meadow. The built-up areas, gardens and associated spaces within the parish form a significant proportion of its land use and provide a wide range of semi-natural habitats with significant biodiversity value. The Individual Questionnaire demonstrated a good level of support for protecting habitats and establishing green spaces, and over half (53%) indicated that they would be willing to host a Pollinator Patch.

3.3 Objectives, Policies and Statements of Intent

3.3.1 *We wish to ensure that certain distinctive views will be maintained, and that no development will intrude significantly into the landscape.* All developments should maintain the locally distinctive character of the settlement. A list of views to be protected (with descriptions and photographs) may be found in Annex [E] and the accompanying Character Assessment.

POLICY BDP 1: MAINTAINING DISTINCTIVE VIEWS

Every proposed development must demonstrate that it will:

1. Respect the local character of the landscape, and the current division of the village into distinct settlement groups separated by green space and open land
2. Not cause any significant loss or diminution of the distinctive views offering open field aspects or views over open spaces listed below and shown on Map 2:

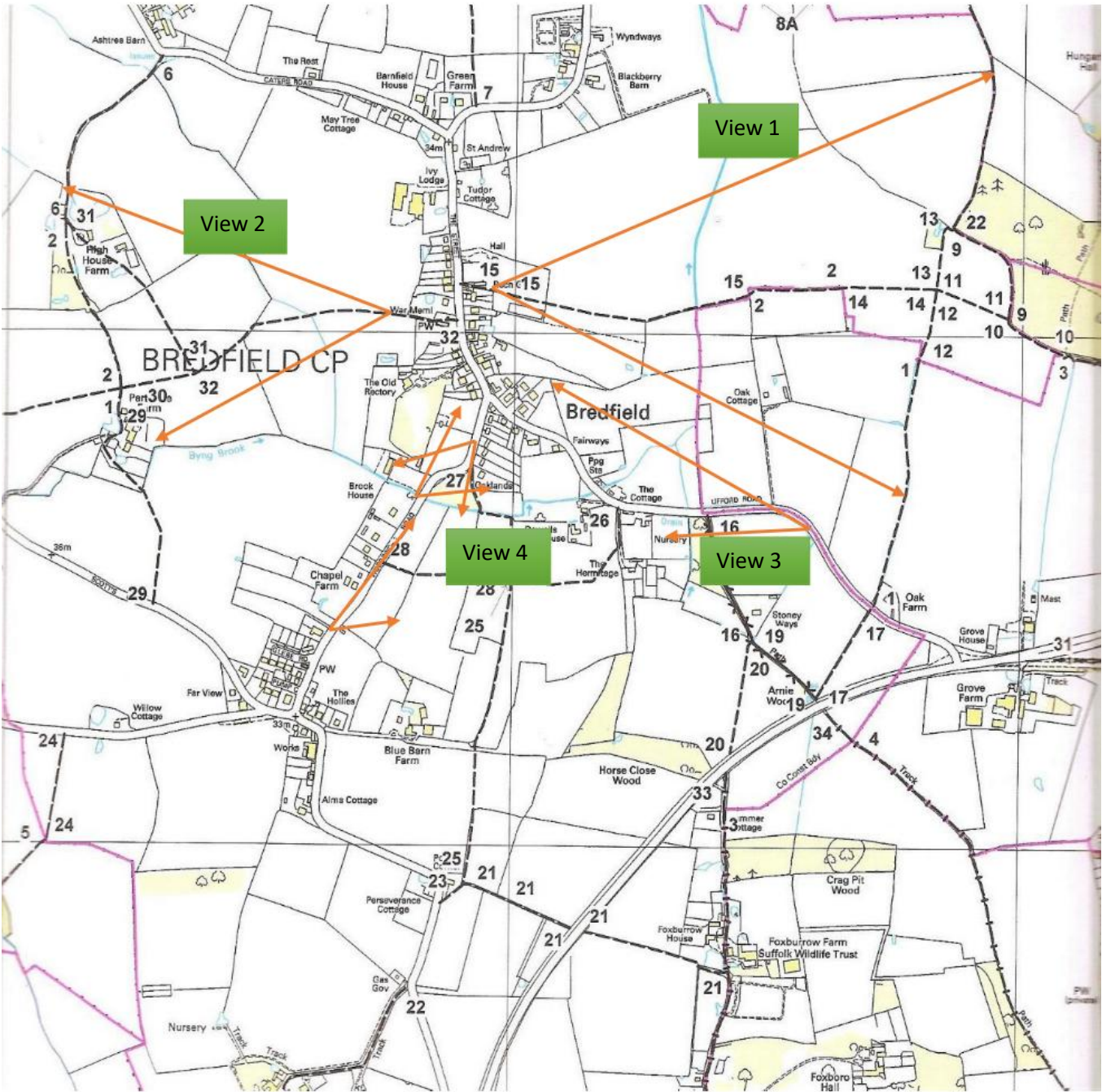
Between the Playing Field and Ufford Thicks

Between the Church and the west side of The Street and Boulge

Approaching the village along Ufford Road

Open fields and hedges in Woodbridge Rd

(See full description and photographic examples of these views in Annex [E])



BNDP: MAP 2 Local Distinctive Views and Local Footpaths

Map from Suffolk County Council showing recorded Public Rights of Way 2016

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3.3.2 *We intend that existing trees, hedges, streams and field margins will be recognised as an integral part of the character of the area and should be retained wherever possible.* One of the core principles in the National Planning Policy Framework is that planning should recognise the intrinsic character of the countryside. The *Landscape Character Assessment* shows the Parish is dominated by arable farming with scattered areas of woodland and pasture. It is organised into medium sized fields, within a generally intact network of hedges with mixed tree cover. The *Assessment* recommends that Plans should aim to retain this undeveloped rural character, including the character of the narrow lanes. To support these aims, consideration must be given to the retention of any existing trees, hedges, streams, shrubs and other vegetation on the site of any proposed development.

POLICY BDP 2: MAINTAINING THE LANDSCAPE

Proposed developments must demonstrate that landscape character has been considered and where possible enhanced. This will include:

Retaining as many of the existing trees, hedges, shrubs and other vegetation as possible, and designing around existing trees and other significant landscape features, wherever practicable

Retaining existing ponds, streams and hedge banks, where there is opportunity to enhance and develop them as ecological features within the development.

3.3.3 *We wish to ensure that Priority Habitats, as defined in UK Biodiversity Action Plan: Priority Habitat Descriptions, are both protected and enhanced by giving certain features of the landscape a measure of protection.* Landowners and managers are also encouraged to seek management advice from conservation professionals wherever appropriate to ensure the wildlife interest of these Priority Habitats can be both maintained and enhanced as ecological assets.

POLICY BDP 3: MAINTAINING PRIORITY HABITATS

1. Development proposals that enable the protection and enhancement of the key features of the landscape, including hedgerows and field margins, mixed deciduous woodland, meadows, streams, ponds and traditional orchards will be supported
2. Development proposals will be required to submit evidence of the significance of any of the features listed below that will be affected, and will be resisted where they:
 - have a significant detrimental impact on veteran trees, woodlands, field margins, wildlife corridors, streams and ponds in the parish, or:
 - have a significant detrimental impact on long-established hedgerows which are visually prominent within the parish, or which are important for biodiversity.

3.3.4 *We recognise that Green infrastructure can contribute to the quality of the local environment.* Green Infrastructure is a network of green spaces, which could include open spaces, playing fields and woodlands, but also hedges, trees and private gardens. As a network it can deliver a wide range of environmental and quality of life benefits for the local community. Expansion is to be encouraged and supported. As a component of sustainable development, green infrastructure should be considered at an early stage of a planning proposals and this should be delivered as a collaborative approach between developers and the local community.

3.3.5 Several sites have been identified by villagers as suitable for designation for protection as Local Green Spaces through the consultation process. Full details of these spaces may be found at Annex [F].

POLICY BDP 4: GREEN SPACES

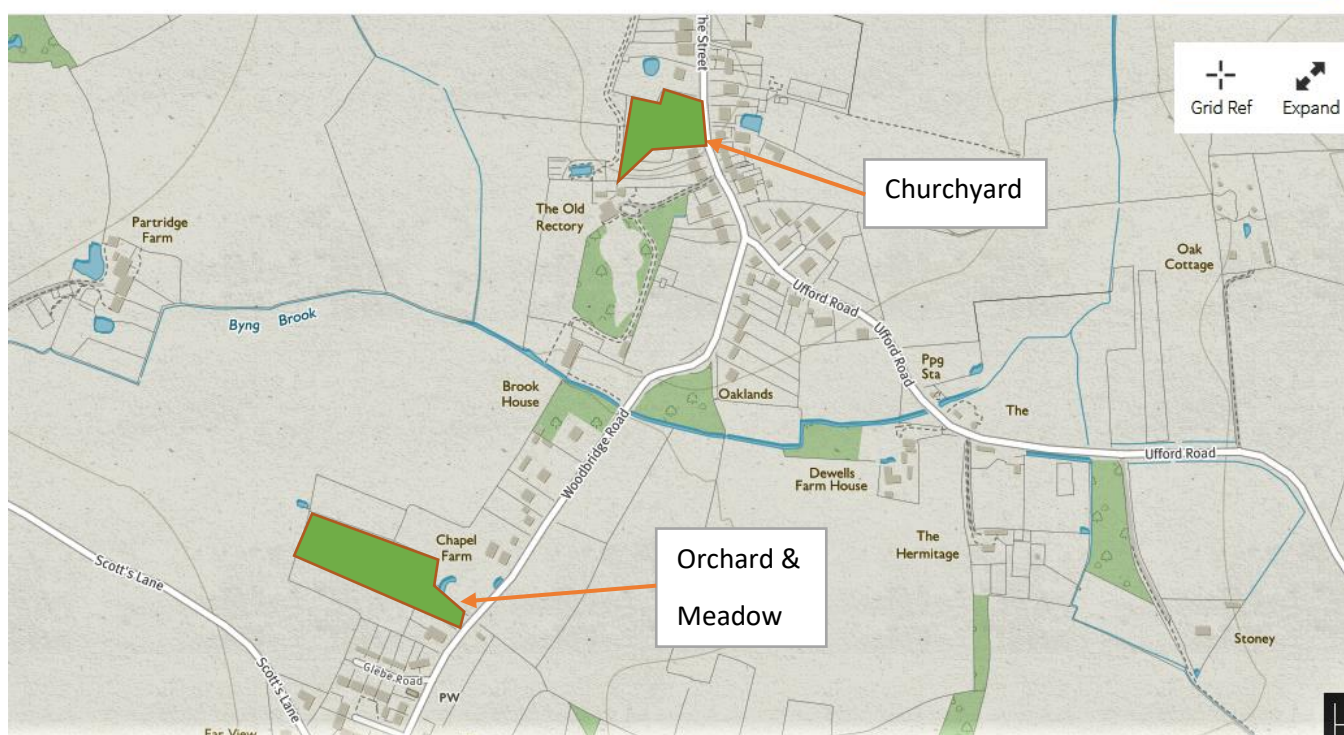
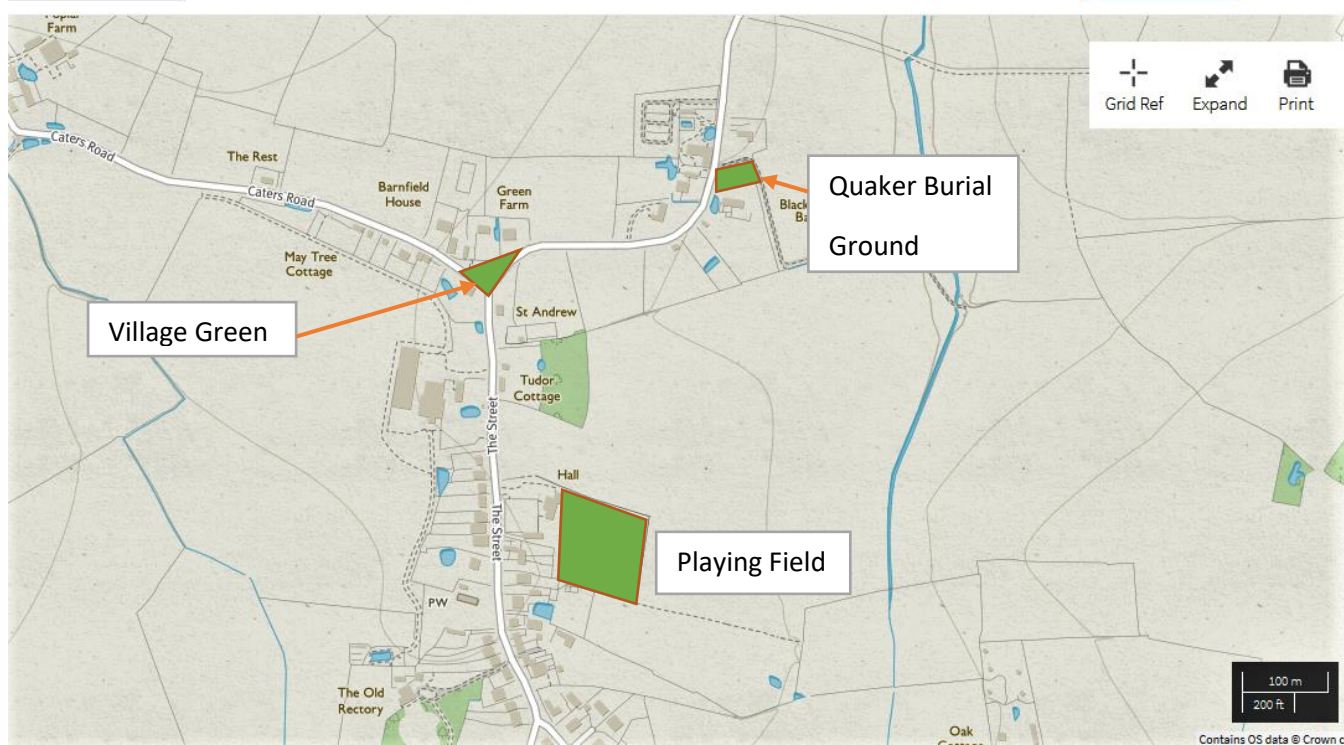
The spaces listed below and shown on Map 3 are designated as Local Green Spaces:

- 1) The Playing Field
- 2) The Village Green
- 3) Jubilee Meadow and Orchard
- 4) St Andrew's Churchyard
- 5) Quaker Burial Ground

No development will be approved that may harm the openness, special character, significance and value of a Designated Local Green Space to the local community.

Development proposals that safeguard, and/or provide opportunities to improve the quality and quantity of public access to green space through appropriate restoration, extension, or diversification in a form compatible with their location will be supported

BREDFIELD NEIGHBOURHOOD PLAN



BNDP: MAP 3: Green Spaces

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3.3.6 *We recognise that the maintenance and upkeep of footpaths and bridleways, along with verge and hedgerow maintenance and ditch clearance, are important to maintain the character of the area.* The Parish is already well served by a network of footpaths and bridleways that give immediate access to the local countryside. It is important that the Parish Council keeps in close contact with the relevant owners and authorities to ensure that this is preserved.

STATEMENT OF INTENT 1: FOOTPATH AND ROADSIDE MAINTENANCE

The Parish Council will liaise closely with the relevant authorities (County Council, District Council and landowners) to ensure that public footpaths, bridleways, roadside verges, border hedgerows and drainage ditches are regularly maintained and kept in good order

3.3.7 *We recognise that simple actions taken across the community to enhance or assist wildlife, such as increasing the number of nesting sites for birds, or creating 'pollinator patches' across the parish, can have significant benefits for wildlife and add an enjoyable feature to community life.*

STATEMENT OF INTENT 2: SUPPORTING THE ENVIRONMENT

The Parish Council will support the Jubilee Meadow and Orchard in establishing and maintaining both a traditional orchard and a wildlife conservation area.

Community initiatives to assist with conservation will be supported by the Parish Council where appropriate



Picture: Glynn Collins

Section 4 HISTORIC ENVIRONMENT

Relevant NPPF guidelines: paragraphs 184 - 202

Relevant SCDC LP (2013) references: SP.16 – SP.18

Suffolk Coastal Final Draft Local Plan (2019): SCLP 11.3, 11.4, SCLP 11.6

4.1 Background

4.1.1 Bredfield can trace its origins to the Saxon period, but there are hints of earlier periods, with finds of Palaeolithic flints and Neolithic axes and scrapers. Artefacts from the Bronze Age, the Roman, and the early medieval periods are all evidenced in the archaeological record.

4.1.2 There are numerous valuable archaeological sites in the Parish: Neolithic flint axes from Bredfield are in Ipswich Museum, although the find spot is not recorded. A Bronze Age axe head was found near Blue Barn. The track at Blue Barn is likely to have been part of a Roman road from Debach, and there have been several finds of Roman pottery and coins in the parish, latterly through the work of metal detectorists. There is some evidence of a medieval high-status building having been situated on land near to Potash Corner, and medieval pottery has been found across the Parish. A late-Saxon silver Brooch found in Bredfield is now in Norwich Museum. Annex [C] contains a full list of archaeological sites.

4.1.3 There is a Quaker burial ground in Dallinghoo Road, where approximately 235 people were buried between 1657 and 1779, and this has recently (2016) been marked with a notice board.

4.1.4 Within the plan area, there are several buildings (shown in Annex [A]), which enjoy a degree of protection because of their Listed Building status.

4.2 Issues

4.2.1 ***Protection of Historic Assets*** - National Planning Policy requires that local planning authorities must seek to conserve heritage assets, in a manner appropriate to their significance. Although several buildings have been Listed by Historic England, there are other buildings and sites in the village that are currently unlisted, but which are of value to the village community. This was demonstrated by the response to the Individual Questionnaire when respondents supported giving a level of protection to several sites in Bredfield. In addition, consultation with local historians has identified several buildings in the village. which have a degree of significance meriting consideration in planning decisions, but which are not formally designated heritage assets. These as-yet non-designated assets, as outlined in Annex B, can be given a degree of protection by local listing. In parallel with this it is intended that these buildings and structures are considered by the District Council for inclusion in the Local List of Non-Designated Heritage Assets.

4.2.2 ***There are several areas of archaeological interest in the village***, as shown above and an outline of the information contained in the Historic Environment Record may be found in Annex [C]. The relevance and importance of these sites must be considered in preparing proposed developments.

Suffolk County Council archaeologists can provide advice on the potential for archaeological remains from sites proposed for development, and developers will be encouraged to contact the County Archaeological Service for advice early in the process of working up a proposal.

4.3 Objectives, Policies and Statements of Intent

4.3.1 *We wish to ensure that certain buildings, monuments, sites, places, areas and landscapes identified and listed in Annex [B] as being of local importance and value will be protected*

POLICY BDP 5: LOCALLY VALUED HERITAGE ASSETS

The buildings and structures listed below and shown on Map 4 are identified as locally valued heritage assets:

- 1) Lords Waste Houses
- 2) Primrose Cottages
- 3) Teacher's House
- 4) The School House
- 5) Belvedere
- 6) Bredfield Chapel
- 7) The Village Pump
- 8) The Village Sign
- 9) The Orchard, Foxburrow Farm

Where a proposal (being a proposal which requires planning consent) may affect a building, structure or landscape listed as being a Locally Valued Heritage Asset, the applicant should demonstrate how the significance of the asset has been taken into account. Where there is any harm to the asset, permission will only be granted where the harm is clearly outweighed by the benefits of the development

For proposed alterations to a building or structure on the List of Locally Valued Heritage Assets (being an alteration for which planning consent is required), the applicant must demonstrate that appropriate materials will be used, and/or that specific features of architectural or historic interest will be retained.

“Prepare a new Map as Map 4 and insert it as close as possible to Policy BDP 5”

I N S E R T H E R E N E W M A P

MAP 4 Location of the LOCALLY VALUED HERITAGE ASSETS

4.3.2 *There are several sites of archaeological interest (listed in Annex [C]) which we would particularly like to see protected*, but we would like to go further and suggest that all relevant development proposals must demonstrate that the potential impact on archaeological deposits, including as-yet undiscovered assets has been considered. The Parish Council would also endorse a programme for community outreach were anything of significance to be discovered, to actively involve local people. The probable scale of development in Bredfield makes it unlikely that it will be proportionate to require these measures of developers, but it is appropriate to encourage this.

POLICY BDP 6: PROTECTING SITES OF ARCHAEOLOGICAL INTEREST

1. All development proposals must demonstrate that the potential impact on archaeological deposits has been considered and must ensure that evidence which could contribute to our understanding of human activity and past environments is not lost, by submitting evidence that the Historic Environment Record has been consulted with an appropriate desk-based assessment of the site, and, where necessary, a field evaluation. Lack of current evidence of sub-surface archaeology must not be taken as proof of absence.



Suffolk HER Site BFD.001: Cropmarks showing Medieval moat

Section 5 COMMUNITY

Relevant NPPF guidelines: paragraphs 83 - 84, 91 - 92

Relevant SCDC LP (2013) references: SP.16 – SP.18

Suffolk Coastal Final Draft Plan (2019): SCLP 8.1, 8.2, 8.4

5.1 Background

5.1.1 The Census of 2011 showed that the population of the village is 380, and that the median age is 51 years, with just over a quarter (28.6%) being over the age of 65 years. There are 148 dwellings, the bulk of which are detached houses or bungalows, with just four terraced properties.

5.1.2 St Andrew's Parish Church has stood at the heart of the village for well over 900 years, and has a Church Room, which is used for church gatherings, and other small village meetings. A brick-built village hall was constructed in 1983-4, replacing an earlier wooden building. The Primary School closed in 1986, and this proved to be the catalyst for the closure of the Post Office and Shop later that year, due to the loss of passing trade. This left Bredfield with no shop, but a community shop was established, run by volunteers, initially in a portacabin, later moving to a purpose-built extension to the village hall. In addition to the Hall/Shop building, the adjoining site contains a football pitch, two hard tennis courts, a bowling green and children's play area. A recent innovation is the acquisition and planting of a village orchard and meadow on former church land. There has been a Public House in Bredfield (*The Castle*) since 1808, but unfortunately it closed in 2016.

5.1.3 There is no village magazine, but the Parochial Church Council circulates a newsletter (*The Lantern*) to every house, officially for notices concerning the life of the church, but now more widely notices of other village events or happenings of note. The locally produced Grundisburgh News is distributed to every house and regularly features items from the village. The Parish Council has established a website (<http://bredfield.onesuffolk.net/>) for a range of information about the village. An e-mail alert service has been established using the Mailchimp platform. There are several public notice boards in the village. It should be noted that encouragement of the use of a website was a medium-term priority for the 2006 Parish Plan.

5.2 Issues

5.2.1 **Usage of Facilities** The 2016 Individual Questionnaire highlighted several issues from within the community. Although most people used the facilities at some stage during the year, there are clearly some within the village who never or rarely use the range of amenities. The Play Area was well used (32% either weekly or monthly), but the bowls and tennis clubs had a very low level of use, with 90% and 81% of respondents never using the facilities, although it is recognised that the Bowls Club (and to a lesser extent, the Tennis Club) draws membership from outside the Parish.

5.2.2 **Bredfield Community Shop** attracted a high level of recognition, but many people observed that they could not use the shop, as it was only open when they were at work. Some comments would suggest that there was some misunderstanding of the shop's role, which is not purely commercial, but

is a social enterprise, providing not just groceries and household goods, but by engaging the community it stimulates social activity and aids community cohesion. It is particularly valuable to those who are disadvantaged by lack of personal transport or of limited physical mobility. The shop is clearly an important asset of the village both as an amenity and as a means of preserving our status in the Settlement Hierarchy.

5.2.3 **The Pub:** The 2016 Individual Questionnaire noted the closure of the Pub, which has recently been designated as an Asset of Community Value by the Parish Council, and this was reflected in several comments mourning its loss. However, the difficulty of maintaining a viable business in a small village must be recognized³. It is acknowledged that a Pub can be of importance to a community (*cf. Assets of Community Value – Policy Statement DCLG 2011*). A future proposal to re-establish a public house or restaurant, where it could be demonstrated that it would be an asset to the village, would evidently enjoy popular support.

5.2.4 **Information:** When asked, most people claimed to gain information on what was happening in the village, from the church newsletter or by word of mouth. When asked how the provision of information could be improved, some interesting answers were given, some more practical than others. It was disappointing how few people regularly used the village website or the Mailchimp e-mail service. It is possible that the usage of valuable community facilities, such as the shop and the bowls and tennis clubs, might be increased by enhanced publicity and promotion.

5.2.5 **Broadband:** One point that was regularly mentioned, both by local businesses and individuals, was the poor broadband speed, which would seem to provide download speeds of 1.7Mbps to 2.4Mbps. (source: <https://www.thinkbroadband.com/>)

5.2.6 **School:** As outlined above, the school in Bredfield closed some years ago, and Suffolk County Council have funded school travel since then, for those eligible children that meet the established conditions. This may become critical with the expansion of the village through the development of housing sites and the Parish Council believe it to be important to maintain this service between the village and Woodbridge.



Bowls Club

³ see: CAMRA press release 7 August 2018 “Pub closures making us all poorer”

5.3 Objectives, Policies and Statements of Intent

5.3.1 *We want to ensure the retention and development of local services and community facilities in the village, by taking every opportunity to publicise, promote and support them.*

STATEMENT OF INTENT 3: COMMUNITY FACILITIES

The Parish Council will:

- encourage and promote the village facilities - shop, hall, tennis and bowls clubs, Church and Chapel, play area, Jubilee Meadow and Orchard
- support the re-establishment of a public house, where it can be demonstrated that this would be an asset to the community
- make all possible use, and promote the use by others, of the village website, The Lantern, Grundisburgh News, the notice boards, and the Mailchimp service
- continue to support the provision of a school transport service between Bredfield and Woodbridge

5.3.2 *We will continue to seek improved broadband facilities for homeworkers and households in the parish*, by continuing to liaise with providers, and by ensuring compliance with the provision of infrastructure capability for electronic high-speed communication within new housing defined in Building Regulations. New buildings should have provision for the connection to high speed broadband by means of suitable ducting within the development site, linked to the local/national network, as defined in Requirement R1, Schedule 1 of Building Regulations 2010.

STATEMENT OF INTENT 4: BROADBAND

Proposals to enhance the present broadband and mobile telephone equipment infrastructure will be supported by ensuring that prospective developers are made fully aware of new building regulations effective from 1st January 2017

Section 6 THE ECONOMY: LOCAL BUSINESS

Relevant NPPF guidelines: paragraphs 80 - 84

Relevant SCDC LP (2013) references: SP.6 – SP.8; DM.10 – DM.20

Suffolk Coastal Final Draft Plan (2019): SCLP 4.5, SCLP 4.7

6.1 Background

6.1.1 The rural nature of the surrounding area has meant that for centuries the work of the village was centred on the land, either directly working in or supporting agriculture. One hundred years ago, 55% of men worked on the land and Bredfield was self-sufficient in terms of craftsmen. Now the farms have become amalgamated, leaving only three working farms in the Parish – just 0.6% of residents were identified in the 2011 Census as being employed in agriculture. Several small enterprises have been set up in recent years, and 18.4% of people in the Census indicated that they worked from home. Tourism is now established with a variety of accommodation types being offered, with visitors to the area able to choose between a caravan site, self-catering accommodation and camping all of which may benefit from the fact that the village is on National Cycle Route 1, a popular scenic touring route for cyclists. Transport links are good, with the main A12 London to Yarmouth road nearby. When surveyed, local businesses based in the village indicated that they chose Bredfield partly because of the rural nature of the community, and partly because of its accessibility to the A12.

6.2 Issues

6.2.1 **Connectivity:** When local businesses were asked, it was evident that there were drawbacks with being a rural business. The very slow broadband and poor mobile phone connection in the village were frustrating. The proximity of the main A12 arterial road was recognised as being an advantage, but the difficulty in accessing the road safely was a drawback. Businesses connected to the tourist industry would like to see better cycle routes to Woodbridge.

6.2.2 **Economic Growth:** Employment initiatives are an important factor in maintaining the life and vitality of the parish, and local people have indicated that they are supportive of local business but would like the rural nature of the parish to be preserved. The Individual Questionnaire showed that, to improve local employment opportunities, support should be given to farming and encouragement given to small scale businesses. It was noted in the 2016 Individual Questionnaire that only 6% of people would favour further expansion of tourist facilities as a top priority.

6.2.3 **Employment:** Small and micro-businesses can make significant contributions to the local economy, providing employment opportunities and ensuring the vibrancy of a community. The provision of land for employment is considered to be beneficial for the area and is encouraged by National and Local Planning policy.

6.2.4 **Siting:** The siting of any commercial development is important, as such development may be outside the existing Physical Limit Boundary, where sites may be prominent in the landscape. Development of new facilities should be at a scale appropriate to the rural area, and economic growth should be achieved whilst at the same time preserving the inherent character of the village. The noting

of existing features on or around a new site is essential to ensure that any new buildings relate to the existing settlement structure and landscape. Features such as trees, boundary hedges or existing buildings need to be respected and important views of the site should be considered as basic design elements so that the landscape is not harmed by any new works. Similarly, the impact of the traffic arising from the development must be considered.

6.2.5 Given the limitations outlined above, the choice of sites for development is limited, and NPPF.⁸⁴ acknowledges that it may be necessary to exploit areas adjacent to the existing settlement to meet business needs but should be encouraged where opportunities exist. The existing business site at The Forge offers potential for expansion. The existing buildings are dated and have grown in a somewhat haphazard manner, and have been adapted from their original purpose, with poor access and residential properties on either side of the buildings. The expansion of the site into the land behind the present location offers the possibility of modern purpose-built business units and the growth of the site from the present 0.24 ha. to approximately 0.48 ha. This choice would also allow the redundant eastern end of the site to be freed for housing.

6.3 Objectives, Policies and Statements of Intent

6.3.1 *We will recognise and give support to the farms that continue to dominate and help provide the attractive landscape that surrounds our village, and which keep people in contact with the sources of their food.*

POLICY BDP 7: FARMING AND AGRICULTURE

Proposals for the development of farming businesses, arboriculture enterprises or small holdings will be supported, providing they do not create an unacceptable impact on highway safety or have a material detrimental effect on the surrounding environment, landscape or historic buildings.

6.3.2 *We will encourage and support local small-scale businesses, but the rural nature of the village should be respected.* For the purposes of this Plan 'small-scale' should be taken as being Micro-enterprises, i.e. business with up to nine employees.

POLICY BDP 8: SMALL SCALE BUSINESSES AND TOURISM

Small scale business and tourism development will be supported where it does not result in unacceptable air, noise or light pollution or a severe impact on highway safety or have a significant detrimental effect on the surrounding landscape or historic buildings.

6.3.3 *We will support the establishment of new businesses and the expansion of the existing enterprises.* Any development must be sensitive to its surroundings and not have an unacceptable impact on local roads.

POLICY BDP.9 EXPANSION OF BUSINESS PREMISES

The site known as The Forge may be expanded into the adjoining land shown on Map 5 to a maximum area of 0.48ha with the subsequent relocation of existing businesses into new construction units and offer the opportunity for the establishment of new enterprises.

The development of the site will:

- be limited to Class Use B1 and B2
- include the provision of a separate access from Boulge Road as shown on Map 5 and any off-site highway improvements necessary to make the proposal acceptable in planning terms
- ensure that the activities to be undertaken on the premises do not have an unacceptable impact on the amenity of neighbouring properties
- provide enough off-street parking to accommodate workers and visitors and follow the standards established in Suffolk Guidance for Parking
- Include landscaping to provide a visual screen between the employment site and existing and proposed residential development and
- ensure the activities to be undertaken on the premises will not result in significant increase in heavy vehicular traffic on the roads in the vicinity of the premises or elsewhere in and around the parish



The Forge

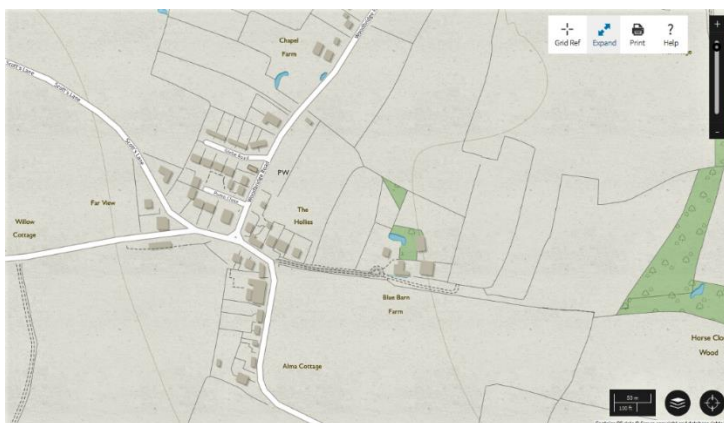
Picture: Karen Bowe/Anne Henderson

PREPARE & INSERT NEW MAP 5

“Development of new Business Area; Residential Sites 459 and 694”

Modify Map 5 to show the proposed point of access and make the boundary of the proposed allocation consistent with other maps

Map 5 to clearly show the location of the proposed access.



Section 7 TRAFFIC AND TRANSPORT

Relevant NPPF guidelines: paragraphs 102 - 106

Relevant SCDC LP (2013) references: SP.10 – 11; DM.19 – DM.20

Suffolk Coastal Final Draft Local Plan (2019): SCLP 7.1, SCLP 7.2

7.1 Background

7.1.1 Bredfield is a settlement situated on the roads leading to Woodbridge or Ufford from Debach and Dallinghoo. The early enclosure of the medieval open fields in this part of Suffolk meant that the roads were formed around the fields, and the road pattern is still the same as it was over one hundred years ago, with numerous turns and sharp corners as the roads trace their way between fields which are bordered with hedges. The land has no obvious hills, although the stream that runs through the village means a change in elevation on some roads, but there are no 'high points' and therefore road users have to deal with numerous sharp corners, which are often screened by high hedges, in a flat landscape, thereby reducing visibility.

7.1.2 The existence of industrial units to the north of the village in Clopton and Debach and the depot of D J Spall (Recycling & Recovery) in Dallinghoo mean that the roads through the village are frequently occupied by Heavy Goods Vehicles travelling from the A12. Being surrounded by arable land means farm vehicles also use the roads, and at peak times of harvest these are joined by other large vehicles. Some control is exercised over the movement of HGVs, with eastbound traffic (and hence access out to the A12) via Bredfield being subject to an Environmental Weight Restriction of 7.5 tonnes, effectively imposing a one-way system. A bus route runs through the village, connecting with Woodbridge and Ipswich four times a day. To reach the local centres at Woodbridge or Ipswich it is necessary to join the A12 which skirts the parish at its eastern edge. Apart from the A12, all the roads around the village are either local authority 'C' classification or are unclassified. Ufford Road, one of the two access routes to the A12, is no more than a narrow country lane. The parish has numerous footpaths, and National Cycle Route 1 passes through the village.

7.2 Issues

7.2.1 **Traffic Levels:** The level of car ownership in the village is almost 100%, and many households have access to two or more cars. Most of the complaints and concerns expressed in the responses to the Individual Questionnaire stem from the perceived inadequacies of the roads to meet current needs. Previous appraisals have indicated residents' main concerns over traffic and transport, and the Individual Questionnaire confirmed these as being:

- the difficulty and danger of accessing the increasingly busy A12, with its fast-moving traffic (86% of respondents chose this as the main traffic issue in the village);
- speeding cars (74%) and heavy lorries passing through the village (57%) - both of which cause danger to other local road users and pedestrians, which is made worse by:
- several very sharp bends, leading to vehicles (particularly HGVs) being on the wrong side of the road (32%)
- lack of a safe and continuous pavement network (32%)

- too many cars parked on the village streets, making road use more difficult and spoiling the street scene (29%)

7.2.2 **The A.12:** The difficulty of accessing the A12 from the village is clearly regarded as the major traffic and safety problem in the village. Traffic turning right out of the village (towards the main nearby towns of Woodbridge and Ipswich) must cross two busy and fast-moving lanes of traffic. There is no roundabout, no traffic lights, and no half-way refuge. The Individual Questionnaire response showed that safety improvements should be explored, and restrictions imposed if possible. This is not a new problem, having been identified in Village Appraisals in the 1990s and in the 2006 Parish Plan as being a source of worry and frustration, and the situation has only worsened since then. Bredfield Parish Council has campaigned for improvements, but nothing has been done to alleviate the problem.

7.2.3 The Department for Transport traffic counts show that vehicle movements per day on the A12 between the A1152/Woods Lane roundabout and the B1078/Lower Hacheston exit rose from 13,913 in 2000 to 19,003 in 2016, a 36.5% increase in traffic⁴. The planned construction of Sizewell C nuclear power station raises the prospect of increased traffic levels on the A12. The Sizewell Stage-2 Consultation Document produced by EDF Energy⁵ indicates that volumes of northbound traffic are expected to increase by approximately 3,000 movements a day (Table 6.3), with HGV traffic typically increasing by 40%, rising to over 70% on the busiest days (Table 6.5), which would only worsen the existing situation at the present A12 access points from the village.

7.2.4 **Speed:** Speeding traffic through the village was another major concern for safety in the village. Figures obtained from a speed sign on the C309/Debach Road show that the average speed of traffic in the 30mph zone was 35mph⁶ and although no formal survey has been undertaken, there is anecdotal evidence of speeding drivers and near misses.

7.3 Objectives, Policies and Statements of Intent

7.3.1 ***We want to ensure that all new housing has adequate parking, not just for occupants, but also for visitors.*** NPPF.102(e) demands that transport issues should be considered from the earliest stages of any development proposals and parking and other transport considerations are integral to the design of schemes and contribute to making high quality places. Suffolk County Council has issued guidance on the required standards, (*Suffolk Guidance for Parking; second edition Nov.2015*) and this should be adhered to in any new development.

POLICY BDP 10: VEHICLE PARKING

New residential and economic development must adhere to Suffolk County Council parking standards. providing safe and secure parking for all vehicle modes and reflect the rural, spacious and attractive character of Bredfield

⁴ <http://www.dft.gov.uk/traffic-counts/cp.php?la=Suffolk>

⁵ <http://sizewell.edfenergyconsultation.info/szc-proposals/stage-2/>

⁶ <http://bredfield.onesuffolk.net/assets/Uploads/PDF-folder/Traffic-21-March-2016-C309.pdf>

7.3.2 *The present provision of pedestrian pavements is inadequate. We wish to ensure that any future development will minimise the conflict between vehicular traffic to allow residents safe access to village facilities, i.e. Hall, Shop, Playing Fields.* NPPF.91 states that policies should promote social interaction with layouts with easy pedestrian and cycle connections within neighbourhoods and access to local shops. NPPF.110 requires that policies should aim to create places that are safe and secure, to minimise the scope for conflicts between pedestrians, cyclists and vehicles,

POLICY BDP.11 TRANSPORT CONSIDERATIONS IN NEW DEVELOPMENT

Planning applications should be accompanied by information, appropriate to their scale, which demonstrates how the following considerations have been addressed:

- Provision of safe walking and cycling routes both in the immediate area of the site and to establish walkable access to services and facilities in the village
- Opportunities to extend existing routes for walkers and cyclists and to accommodate people of all ages and abilities, including those with pushchairs and wheelchairs
- How use of materials, provision of off-road parking and shared services and traffic calming measures will encourage low vehicle speeds throughout the development
- How the proposals link with public transport
- That safe and suitable access to the site can be achieved for all users; and
- The impact of the development on the transport network has been considered

7.3.3 *We take the view that the current arrangements for accessing the A12 from the village are inadequate and unsafe.* The Parish Council must continue to seek ways of improving the access to the A12, in discussion with the highway authorities.

7.3.4 *Better signage, enhanced speed restrictions and traffic calming measures will be pursued.* The Parish Council will resist any development which may result in an unacceptable impact on highway safety, or where the residual cumulative impacts on the road network are judged to be severe. The objective of the traffic calming will be to introduce a safer environment for pedestrians and road users, by establishing a decrease in the average speed of traffic on the C310/The Street – Woodbridge Road, and the C309/Debach Road – Woodbridge Road.

7.3.5 *The existing controls on HGV traffic flow through the village should be reviewed,* with a view to both enforcing existing restrictions and reducing the flow

7.3.6 *Residents should have safe access to all areas of the village,* and the Parish Council will support and encourage measures to provide safe and continuous pavements wherever possible in the village.

7.3.7 *The Parish Council will support any measure to extend the current provision of cycle tracks,* to enable safe access to village amenities and to nearby settlements.

STATEMENT OF INTENT 5: TRAFFIC PROBLEMS**1 Access to A12**

The Parish Council will continue to campaign actively for safer access to the A12, and to mitigate the existing problems with the junctions.

2 Other traffic problems:

The Parish Council will:

- work with both District and County Council to reduce speeds by the provision of Speed Activated Devices;
- work with District and County Councils to secure the introduction of traffic calming measures on some of the village roads to reduce speeding;
- oppose any development which would lead to a significant increase in traffic through the village;
- support measures to provide safe and continuous pavements wherever possible in the village;
- support the expansion of safe cycling routes within the Parish, to enable safe access to amenities, especially the Village Shop, Playing Field and Church, and work with the District Council to improve access to Woodbridge;
- work with County and District Councils to review the existing controls on HGV traffic flow through the village, with a view to both enforcing current restrictions and reducing the flow.



Picture: Karen Bowe/Anne Henderson

Section 8 HOUSING

Relevant NPPF guidelines: paragraphs 13 – 14; 59 - 79

Relevant SCDC LP (2013) references: SP.1 – SP.3; DM.1 – DM.8

Suffolk Coastal Draft Local Plan (2019): SCLP 5.2; 5.3 - 5.14

8.1 Background

8.1.1 The population of the village fell gradually from the mid-1800s until the mid-1970s, when the relocation from London of several large companies, which coincided with the lifting of an embargo on development until mains sewerage arrived, led to a spate of building which saw the development of Pump Close, Robletts and small groups of houses in The Street. Since then, development has been restricted to infilling with single houses, extensions or amalgamation of small cottages. These factors changed the character of the village community. From being self-sufficient in the 19th and early 20th centuries, most people now work outside the village. The number of dwellings has grown from 100 in 1971 to over 140 today, and the population has grown from 263 in 1971 to 380 in the 2011 Census.

8.1.2 There is currently a total of 148 residences in Bredfield, the bulk of which (103) are detached houses or bungalows. Most these are owner-occupied. The existing Physical Limits Boundary (PLB) - the line drawn around the built areas of the village - fits tightly around the present settlement, leaving limited room for any extensive development (see Map BNDP.2).

8.1.3 Many houses (48%) are pre-1900, the bulk of the remainder having been built in the last forty years. The expansion of the village in the 1970s, noted above, with the more recent infilling give the village one of its characteristics, a varied street scene, with no dominant style or period of dwellings.

8.1.4 Scale of Growth. The level of future development is determined by the strategic policies adopted by the District Council. Under the *Core Strategy and Development Management Policies* (July 2013), which set the overall scale and distribution of growth for the District to 2027 it was envisaged that at least 7,900 new homes would be needed over the 17-year plan period, an average of 465 new houses per annum.

8.1.5 This figure was adopted despite an assessment of objective needs indicating that a higher figure was required. The Local Plan Review of 2017, conducted by Suffolk Coastal District Council in conjunction with neighbouring authorities, produced a new Strategic Housing Marketing Assessment (SHMA). The SHMA was published May 2017, and this indicates a 6.6% forecast population growth in the Suffolk Coastal area over the period to 2036. The resulting Objectively Assessed Housing Need (OAN) shows that a total of 10,476 new houses would be needed in the Suffolk Coastal area over the plan period.⁷ The District Council plan to exceed this total, allocating an extra 8.5%.

8.1.6 The new Draft Local Plan (2019) encourages development in rural settlements, although this will result in a higher level of growth than previously anticipated. This shift in emphasis reflects the need to provide more housing opportunities for those in rural areas (2019 Policy SCLP3.4)

⁷ SCDC Draft Local Plan 2019 Table 3.2

8.1.7 For this to be achieved, it is planned that some 12% of new housing would be in rural settlements, and Bredfield would be expected to contribute towards this. Under the 2013 Local Plan and the supporting Core Strategy, it was indicated that the expected housing requirement through Site Allocation for Bredfield would be ten (10) new houses. The move towards a higher level of growth in rural settlements outlined in the Local Plan (2019) has increased this anticipated number by allocating a further twenty (20) houses, raising the total number to thirty (30) houses over the period of the plan, up to 2036.

8.1.8 There is currently an imbalance in the type of properties available in the village, with a preponderance of relatively expensive detached houses, with limited opportunity for first time buyers or those wishing to downsize and remain in the village. This has affected the makeup of the village, with the population of Bredfield being predominantly older – the median age is 51 years, with about a quarter being over the age of 65 years. This probably reflects the fact that many of the 1970s incomers are still here. They arrived as young families but are now mostly retired. However, it is important to note that their children have been unable to find suitable housing in Bredfield, though the 2006 Parish Plan did not show this to be a significant problem - there may be other reasons why they choose to live elsewhere. In the Experian MOSAIC classification, Bredfield is characterised by a significant proportion of professional, managerial and financially secure households.

8.1.9 A full housing survey was carried out during 2011 by Suffolk ACRE on behalf of the Parish Council which showed there was no identifiable need for affordable housing from within the existing population. A check on the results of that survey by conducting a shortened version was carried out during June 2015 and produced a similar result. The Individual Questionnaire conducted in November 2016 confirmed that the population is stable, with more than half the village (55.6%) being resident for more than 11 years, and only a quarter of the village having lived in the village for less than 5 years. The overwhelming majority indicated that they intended to stay in Bredfield, with only 7% indicating that they did not.

8.2 Issues

8.2.1 **Diversity:** The age profile of the village, as noted above, suggests that a modest influx of younger people and families would be beneficial in terms of securing more diversity and sustainability for the village community. Unfortunately, the preponderance of larger, detached and more expensive houses in the village makes it harder for first time buyers to move in, and for older people to downsize.

8.2.2 **Housing Type:** This issue was recognised in the Individual Questionnaire, in which villagers were asked to indicate what type of new housing they would prefer. 44% of those responding was in favour of small family homes with two or three bedrooms as their first choice, and 36% chose starter homes or houses with one or two bedrooms.

8.2.3 **Scale:** When it came to the scale of any potential new development, the majority were clearly in favour of only a small number of new houses being built. 71% opted for a development or developments of five houses or less as their first choice, with only 6% wanting a large-scale development. However, it is noteworthy that only 3% opted for no new houses at all as their first choice. Twenty percent wanted the focus to be on the conversion of redundant buildings.

8.2.4 ***Sustainable development:*** The NPPF indicates that development should meet the needs of the present without compromising the ability of future generations to meet their own needs. Too much development or development of the wrong type can damage local distinctiveness and impact on perceived quality of life. Therefore, the scale of any development should reflect the size and location of the village and the level of facilities available.

8.2.5 ***Harmony:*** Earlier sections of this Plan have already indicated restrictions that should be imposed on any new development, in terms of the protection of the current village environment, its distinctive views and character. In addition, the Parish Council would wish to ensure that any new houses are in harmony with the existing street scene, sympathetic to the surrounding landscape, and of a sufficiently high quality to enhance Bredfield's housing stock.

8.2.6 Thus, overall, ***the village is prepared to accept a development of a relatively small number of additional houses.*** The fact that Bredfield is a small rural community, with a relatively low level of infrastructure and facilities, which already suffers from traffic and road access issues, must be acknowledged, and this supports the view that any future development should be modest in scale. Concerns about preserving the local landscape, views and natural and historic environment are also relevant in this context.

8.2.7 A further constraint is that the current Physical Limits Boundary is tightly drawn around the existing areas of housing in the village, meaning scope for infill is limited. The Physical Limits Boundary also recognises that the village is divided into distinct settlement groups separated by green space and open land.

8.2.8 To allow development on the scale envisaged by the District Council, it would, of necessity, be outside the existing Settlement Boundary and the Boundary would have to be amended to accommodate additional housing. By allowing a modest expansion of the PLB, it will permit the scale of development envisaged by the Local Plan to be achieved.

8.3 Location

8.3.1 The NPPF (Annex 2, page 66) confirms that to be considered deliverable, sites should be available, offer a suitable location for development, and be achievable with a realistic prospect that housing will be delivered on the site within five years and, that development of the site is economically viable. This Plan also considers that it should also be acceptable to residents.

8.3.2 The setting of the village in the landscape must also be recognized with any proposed site for development. Indeed, Planning Policy Guidance (ref: Para 007 ID: 26-007-20140306) and NPPF.110, NPPF.185 (c) and 192 (c) require that development should promote the historic character of a townscape and landscape by respecting locally distinctive patterns of development and the character of the area.

8.3.4 Respondents to the Individual Questionnaire demonstrated that they set store by certain characteristics of the village, with 46% of respondents indicating that they valued the green, open spaces between the houses, and 52% identified distinctive views from certain parts of the village. There is variety in the street scene, with no one dominant style or period of dwellings, and green

spaces between houses. This diversity should be respected, to maintain the existing character of the village

8.3.5 To summarise, the Parish Council would wish to ensure that any new houses are in harmony with the existing street scene, sympathetic to the surrounding landscape, and of a sufficiently high quality to enhance Bredfield's housing stock

8.3.6 Following the Call for Sites by Suffolk Coastal District Council during 2014 and 2016, several sites in the village which might support development were put forward by local landowners. The full list may be found at Table 3.1 in the Site Assessment supporting document.

8.3.7 Site Assessments carried out by planning consultants AECOM during February – April 2018 which found several sites were potentially suitable to meet the identified housing requirement through the Neighbourhood Plan if the identified issues could be resolved or mitigated (Site Assessment para. 5.1). Of the sites, one was judged appropriate for allocation in the Neighbourhood Plan to meet the housing requirement - Site 459, Land Alongside Woodbridge Road, opposite the Chapel.

8.3.8 Site 459 was the subject of an outline application for ten houses outside the PLB and was granted on appeal during 2017⁸ with the Inspector noting the nascent Neighbourhood Plan but indicating that the decision to approve should not necessarily be regarded as fulfilling the 2013 target allocation (Appeal Decision para.22), although it had that effect.

8.3.9 Because this site has outline planning permission it is not necessary to allocate this site in the Neighbourhood Plan as it is included in the Local Plan (2019) as a permitted development. The Neighbourhood Plan must conform to the Local Plan, and the allocation of this site for housing is supported, even if the planned development does not take place. The Settlement Boundary should be amended to include this area and establish the site for housing in line with the Local Plan.

8.4 Sites

8.4.1 To meet the requirement of an additional twenty new houses, it is necessary to identify and assess all sites capable of meeting the need. As outlined above, sites were identified and published in *Issues and Options for the Suffolk Local Plan Review* (August 2017). These were subsequently subjected to an independent Site Assessment.

8.4.2 By Site Assessment, apart from Site 459, seven sites were found have some potential for allocation, but have some drawbacks, rendering them less sustainable, with certain issues to be resolved or constraints mitigated. Of the seven, one site was allocated to tourism and another has been withdrawn. leaving five sites (identified as Sites 367, 534, 694, 784 and 891) which are considered to have the capability of offering suitable sites for development.

⁸ Appeal Decision APP/J3530/W/16/3165412

8.4.3 Of the five identified sites thought to have potential, one (891) was assessed as being too small. It was found that two sites (367, 784) have too many constraints, leaving two sites, 534 and 694 as the preferred option which can deliver the contribution expected by the Local Plan.

8.4.4. Site 534 (Land South of Tudor cottage) by Site Assessment showed that if the problems identified at the site could be resolved to the satisfaction of the relevant Planning Authorities, it would allow this site to be considered suitable.

8.4.5 Site 694 (The Forge) had constraints, primarily because there are working businesses on the site. The planned expansion of the site into adjacent land (Policy BDP.9) would allow the transfer of existing businesses to new premises and enable the old, redundant buildings to be cleared, allowing the site to be released for housing.

8.4.6 These two site options were identified from the pool of 'Issues and Options' sites which the 2018 AECOM site assessment found to be potentially suitable for development, subject to mitigation of identified issues. Individually, the preferred sites also performed most strongly in the SEA site assessment and perform most strongly overall in combination with each other when tested against the reasonable alternatives. The Parish Council consider they align best with the Plan's objectives and perform most strongly in terms of integrating with the existing built area of the village and focussing growth at areas which generated community support in the Individual Questionnaire circulated by the Parish Council.

8.4.7 **Deliverability** The NPPF demands that to be considered deliverable, sites for housing should be available now or offer a suitable location for development now and be achievable with a realistic prospect that housing will be delivered on the site within five years. Site 459 already has outline planning permission and with two further sites allocated in this development plan with the agreement of the landowners it is considered that all are deliverable within the five-year time scale.

8.5 Objectives, Policies and Statements of Intent

8.5.1 ***New Housing development will prioritise small one / two-bedroom homes to attract younger people into the village, or those downsizing, or small family homes of two/three bedrooms.***

POLICY BDP 12: FUTURE HOUSING

Applications must include a mix of houses in size and type, with priority given to one/two bed homes and small two/three-bedroom houses to attract younger people into the village, or those downsizing.

M A P 6: REVISED SETTLEMENT BOUNDARY WITH EXTENSIONS

M A P TO BE RE-DRAWN

To feature the extensions of the PLB

Renumber Map 3 on page 36 as Map 6 and locate it as near as possible to Policy BDP 13

8.5.2 **Location: The Settlement Boundary will be extended** to incorporate the land identified as being suitable for housing development to be included in the contiguous main built up area. The settlement boundary is used to define the boundary between the settlement and the countryside for policy purposes. and policies SP19, SP27, SP29, DM1, DM3 and DM7 of the Suffolk Coastal Local Plan are all relevant in this regard. Subject to any changes in the examination stage these will be superseded by the policies of the emerging replacement Suffolk Coastal Local Plan and in particular policy SCLP.3.3, which provides for neighbourhood plans to make minor modification to settlement boundaries and allocate additional land for residential and employment development providing that the adjustments and allocations do not undermine the overall strategy and distribution set out in the Local Plan.

POLICY BDP 13: LOCATION OF DEVELOPMENT

The Settlement Boundary is extended to incorporate the areas shown on Map 6 which are allocated for development in Policies BDP9 and 15

8.5.3 **Sites: The Plan has identified three sites as suitable for development.** Several options were considered from the sites proposed by local landowners, as outlined above, and the Plan process has identified three locations which will help to deliver the vision, objectives and intentions of the Neighbourhood Plan whilst meeting the demands of the District Council's Local Plan. The allocation of these sites has the potential to provide a housing mix with smaller homes which will have a significant social benefit and encourage the development of a vibrant and diverse community. The sustainability of the village will be assisted through the spending power and use of facilities by future occupants.

8.5.4 The street pattern and built form of the village has evolved over a long period of time and spreading development in three different sites reflects the setting of the village, in particular, the distinct spacious character of Bredfield. They perform well in terms of integrating with the existing built area of the village and focus growth in areas which generated community support.

- **Site 459** : Outline planning permission was granted on appeal on site 459 for up to 10 dwellings, (Application Ref DC/16/3624/OUT). This is a shallow site on the east site of Woodbridge Road opposite Glebe Road. It forms a natural extension to the southern cluster of development in Bredfield and the principle of development on this site is accepted even if the existing outline permission is not implemented

- **Site 534:** This site is centrally placed in the village just north of the village hall and playing field. It is well located in relation to village services and facilities and relates well to the existing built-up area. To the north of the site lies Tudor Cottage which is a listed building and ESC have pointed out the that the development needs to avoid harm to its setting. A substantial hedge with trees separates the two sites and development which is set back from the road, not intrusive in views of the building and respects the generally spacious character of the village will be necessary. Suitable landscaping and access from the southern end of the site will also be required.

- **Site 694:** This site at the southern end of the village is known as The Forge and is currently in business use. Most of it lies within the settlement boundary and it would naturally fit in with the cluster of development along Woodbridge Road. It would therefore not be intrusive in the countryside or result in the loss of agricultural land. The development would depend on the relocation of the existing businesses to the area of land to the west of the site which is proposed for employment use in Policy BDP.9. The development of that site will be required to provide effective screening from the existing and proposed housing. There may be a need for any contamination on the site as a result of the existing industrial uses to be removed. The decision to allocate this site was made after the regulation 14 consultation, when the final draft of the emerging SCLP indicated that the number of dwellings required during the plan period is likely to be higher than was envisaged.

8.5.5 Overall, the three sites will deliver the controlled growth and contribute to the vibrancy of the community and avoid the risk to environmental and historic assets from uncontrolled development, as set out in our Vision.

POLICY BDP.14 SITES FOR DEVELOPMENT

Land identified on Maps 5 and 7 as Sites 459, 534 and 694 is to be allocated as sites for housing to provide for additional homes in the Parish to meet the allocation in the current Suffolk Coastal Local Plan and any new development plan document that replaces that Plan. Development may be supported subject to the following criteria:

SITE 459: Land to the east of Woodbridge Road, where outline planning permission has been granted for up to 10 dwellings

- The principle of housing development for approximately 10 dwellings on this site is accepted even if the existing permission is not implemented
- new access road should be established with suitable visibility splays

SITE 534: Land South of Tudor Cottage

- The development provides for approximately ten dwellings
- the main development should be set back from the main road, and not obstruct the aspect of Tudor Cottage
- only part of the spacious site is to be occupied by housing development fronting The Street, reflecting the existing established built form
- A new footpath link is created between the development and the village centre
- A landscaping scheme should be implemented to mitigate the effect on Tudor Cottage and to provide for an improvement in biodiversity
- Vehicular access to the site should be at the southern side, and not compromise Tudor Cottage

SITE 694: Land west of Woodbridge Road

- The development provides for approximately ten dwellings
- That the site is cleared of any possible contamination due to previous and existing uses before development

MAP 7 SITE 534: DEVELOPMENT NORTH OF VILLAGE HALL

MAP TO BE RE-DRAWN

Renumber Map 4 as Map 7 and insert it as near as possible to Policy BDP.15

8.5.6 *We want to ensure that any new housing will be sympathetic to nearby buildings and the general landscape and designed and constructed in such a way as to enhance and improve the street scene wherever possible.*

POLICY BDP 15: PRESERVING CHARACTER

Where new development is permitted, it must be in harmony with existing nearby buildings and the general landscape, and must be designed and constructed in such a way as to be an asset to the street scene in terms of:

- a. quality of overall design and materials
- b. relationship with nearby buildings and open spaces, in terms of size, positioning and appearance
- c. reflect the rural, spacious character of Bredfield
- d. spacious garden curtilage that sufficiently complements and serves to enhance the distinctive 'green' character of the village
- e. parking provided for both permanent and temporary demand

8.5.7 *Community engagement revealed support for the conversion of redundant buildings to other uses*

POLICY BDP 16: CONVERSION OF REDUNDANT BUILDINGS

Applications for the conversion of redundant farm, business or commercial building structures for housing, employment, tourism (including holiday accommodation), recreation and community uses will in principle be considered sympathetically, subject to the other policies set out in this Plan and provided it has been demonstrated that:

- The buildings are no longer viable or needed in their present role
- The conversion must preserve, wherever possible, the intrinsic character and important features of the existing building and its setting
- The proposal will not conflict with existing adjoining land uses
- That prior use has been checked to ensure there is no risk of contamination from previous use. This should take the form of a Preliminary Risk Assessment (including a desk study) and where necessary any contamination is removed or effectively treated.

Section 9 MONITORING PROGRESS

9.1 Implementation

9.1.1 The Neighbourhood Plan forms part of the statutory development plan and will be used by decision takers to determine the outcome of planning applications and appeals. The District Council, as the local planning authority, will use it to determine the outcome of planning applications within the parish.

9.1.2 In preparing the Neighbourhood Plan, care has been taken to ensure as far as possible that the Policies are achievable.

9.1.3 Whilst the local planning authority will be responsible for development management, the Parish Council will use the Neighbourhood Plan to frame its representations on submitted planning applications.

9.2 Relevance

9.2.1 This Plan and its policies have been prepared to deal with issues raised by our residents and to secure the objectives that have been agreed. It is intended to provide a clear planning policy basis for decisions for the period up to 2036. However as other factors (such as national planning policy and the strategic policies of the local plan) may change over this period, and development takes place, it is important that the Parish Council keep the plan under review. This will help make sure that the Neighbourhood Plan policies remain appropriate and effective.

9.3 Updating the Plan

It is important that the Plan is both monitored and reviewed to ensure that policies do not become out of date in the light of changes in national or local policies. Therefore, the Parish Council will:

- report every two years at the Annual General Meeting on progress in implementing the Statements of Intent, and this report will be published on the Parish Council's website
- review the Plan every five years and report on the implementation of the Plan to the village as a whole
- secure the views of residents as part of the five-year review and update the Plan if necessary
- regularly review the effectiveness of the Plan policies.

Section 10

GLOSSARY

10.1 In every specialised publication jargon inevitably creeps in, interspersed with acronyms and abbreviations that often mean little to the non-specialist. To ease any confusion that may arise from terms that have been used in the Plan, the following glossary is intended to give definitions to hard or obscure words, phrases, abbreviations etc.

AECOM – Multinational company providing design, planning and environmental services.

Affordable housing - Notoriously difficult to define – it was the subject of a House of Commons Briefing Paper (no.07747; November 2016) entitled ‘What is Affordable Housing?’ that opens with the statement “There is no all-encompassing statutory definition of affordable housing in England...” The NPPF Annex 2 states that it is: “Social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market”

DM - Development Management Policy - contained in the District Council’s 2013 Core Strategy, they set out the vision and strategy for development in Suffolk Coastal to 2027. The Core Strategy forms part of the formal Development Plan for the district and is used in the determination of planning applications.

Green Infrastructure – A network of green areas including domestic gardens, capable of delivering a wide range of environmental and quality of life benefits for the community

Local Service Centres – Settlements with a range of services and facilities enough to meet the day-to-day needs of residents and those in surrounding smaller settlements and the wider countryside. These include access to public transport, a shop, employment opportunities and meeting places.

LP - Local Plan – A plan for the future development of the local area, drawn up by the Local Planning Authority. It guides decisions on whether planning applications can be granted.

Micro-business - The European Commission defines a micro-business as one which has fewer than ten employees and a turnover or balance sheet total of less than €2 million

NDP - Neighbourhood Development Plans – Produced by Parish Councils or Forums, they set out policies and plans for that area, like a Local Plan but on a more local scale. When adopted, planning decisions must be made in accordance with both the Local Plan and the Neighbourhood Plan

NPPF - National Planning Policy Framework - sets out the Government’s planning policies for England and how these are expected to be applied and Government expectations in relation to the nature and scope of Local and Neighbourhood Plans

Objectively Assessed Need – as assessment of the amount of new housing, jobs, retail and other uses likely to be needed in an area

PLB - Physical Limits Boundaries - The line drawn around the contiguous built up areas of a settlement within which new development will normally be permitted. The Physical Limits Boundaries to Bredfield reflect that there are 2 distinct established main ‘contiguous built up areas’ and a 2-centre form to the village. (see: Settlement Boundary)

Ribbon development - building houses along the routes of communications radiating from a human settlement.

SCDC - Suffolk Coastal District Council. SCDC share services with Waveney District Council under the name East Suffolk

SDP - Statutory Development Plan - The statutory development plan is the starting point in considering planning applications for the development or use of land.

Settlement Boundary - Lines around settlements which dictate in principle where development may take place: A synonym for Physical Limit Boundary (qv). Considering the relationship between the Bredfield Neighbourhood Plan and the Local Plan (in terms of S38 of the 2004 Planning and Compulsory Purchase Act) the final paragraph of Policy SCLP3.3 states that Neighbourhood Plans can make minor adjustments to settlement boundaries and allocate additional land for residential and employment development providing that the adjustments and allocations do not undermine the overall strategy and distribution as set out in the Local Plan.

Settlement Hierarchy - ranks settlements according to their size and their range of services and facilities

SP - Strategic Policy - A strategic policy is a written statement setting out the policies needed to be implemented to accomplish strategic goals

STOG – Suffolk Traditional Orchard Group, who record old orchard sites and promote the new planting of traditional orchard fruit and nut varieties

Strategic Housing Market Assessment (SHMA) – an assessment of need and demand for housing in an area

Streetscape -The appearance or view of a street

SWT - Suffolk Wildlife Trust is Suffolk's nature charity, dedicated to safeguarding Suffolk's wildlife and countryside

Section 11 LIST OF POLICIES and STATEMENTS

11.1 POLICIES

Natural Environment	BDP.1	Maintaining Distinctive Views
	BDP.2	Maintaining the Landscape
	BDP.3	Maintaining Priority Habitats
	BDP.4	Green Spaces
Historic Environment	BDP.5	Locally Valued Heritage Assets
	BDP.6	Protecting Archaeological Sites
Business	BDP.7	Farming and agriculture
	BDP.8	Small scale business and Tourism
	BDP.9	Expansion of business premises
Transport and Traffic	BDP.10	Vehicle parking
	BDP.11	Transport considerations
Housing	BDP.12	Future housing
	BDP.13	Location of development
	BDP.14	Sites for Development
	BDP.15	Preserving character
	BDP.16	Re-use of redundant buildings

11.2 STATEMENTS OF INTENT

Environment	Statement 1	Footpath and roadside maintenance
	Statement 2	Supporting the Environment
Community	Statement 3	Community facilities
	Statement 4	Broadband
Transport and Traffic	Statement 5	Traffic problems

ANNEXES

BREDFIELD NEIGHBOURHOOD PLAN – ANNEXES

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- B Historic Environment – Locally Valued Heritage Assets
- C Historic Environment - The Archaeological Record
- D Natural Environment - Wildlife Evaluation
- E Natural Environment - Distinctive Views
- F Natural Environment - Green Spaces
- G Working Group
- I Acknowledgements



Picture: Karen Bowe & Anne Henderson

ANNEX – A HISTORIC ENVIRONMENT - LISTED BUILDINGS

A listed building may not be demolished, extended, or altered externally or internally without special permission from the local planning authority. The National Heritage List for England (NHLE) shows that there are 16 listed structures in Bredfield, 12 of which are listed at Grade II and 4 at Grade II*.

The complete list is as follows:

Grade II* List Number	Name	Location	Outline detail
1030745	Church of St Andrew	The Street	C14 Church, C15 – C16 additions; alterations of c1839 and c1875
1030747	Bredfield House	Bredfield House	C17 Stables
1183350	Stables Bredfield Place	Dallinghoo Road	C15 with C16, C17 and C18 additions
1377213	High House Farm	(off) Caters Road	C16 Manor House

Grade II List Number	Name	Location	Outline detail
1183392	Blue Barn Farmhouse	Woodbridge Road	C17 house
1030748	Bredfield House	(off) the A.12	C18 originally garden house
1183379	Castle Public House	The Street	Early C19
1377175	The Town House	The Street	C17 house
1183384	Dewells Farmhouse	Ufford Road	C16/early C17 house
1183399	Fitzgerald House	Bredfield House	C17 former wing of larger house
1030742	Lords Waste	Caters Road	C16 house with C17 and C18 additions
1037044	Moat Farmhouse	Dallinghoo Road	C16 house with C17 and C18 additions
1037046	The Old Rectory	The Street	Former rectory 1835-37

1037043	Northside Farm	Caters Road	C17 house
1284096	Tudor Cottage	The Street	C17 house
1452287	War Memorial	The Street	C20 memorial



Picture: David Hepper

The Town House (1377175): Standing at the southern perimeter of the Churchyard, it has its origins in an Alms-house, established in 1655



Picture: David Hepper

St Andrews Parish Church (1030745): 14th Century, with additions and additions over the centuries

ANNEX – B HISTORIC ENVIRONMENT: LOCALLY VALUED ASSETS

Besides the nationally Listed Buildings, authorities may identify non-designated heritage assets. These are buildings, monuments, sites, places, areas or landscapes identified as having a degree of significance meriting consideration in planning.

The buildings, sites and monuments shown below are identified as being special to the parish, having a degree of significance meriting consideration in planning decisions but which are not formally designated heritage assets.

In the Individual Questionnaire issued to every person over the age of 12yrs in Bredfield, over half (53%) wished to preserve buildings that are not otherwise listed. Several sites in the village were suggested by the responses (see Basic Consultation Statement). In addition, several buildings were recommended for recognition by local historians Mrs. Val Norrington (Member, Suffolk Local History Council) and Mrs. Ann Pilgrim (Local History Recorder) aided by Mrs. Karen Bowe of the Neighbourhood Plan Working Group.

The reasons for selecting the buildings and sites outlined below are based on the criteria for the identification of non-designated heritage assets that was adopted by East Suffolk District Council on 6 October 2015. The criteria were in support of the Council's Core Strategy Policy SP15 (Landscape and Townscape) of the Local Plan (2013). The Draft Suffolk Coastal Local Plan (2018) Policy SCLP11.4 will continue to recognise the importance of local heritage assets.

Full details may be found at:

<http://www.eastsuffolk.gov.uk/planning/design-and-conservation/non-designated-heritage-assets-2/suffolk-coastal-identification-of-non-designated-heritage-assets/>

BUILDINGS AND SITES OF LOCAL SIGNIFICANCE:

The Built Environment: Buildings of note

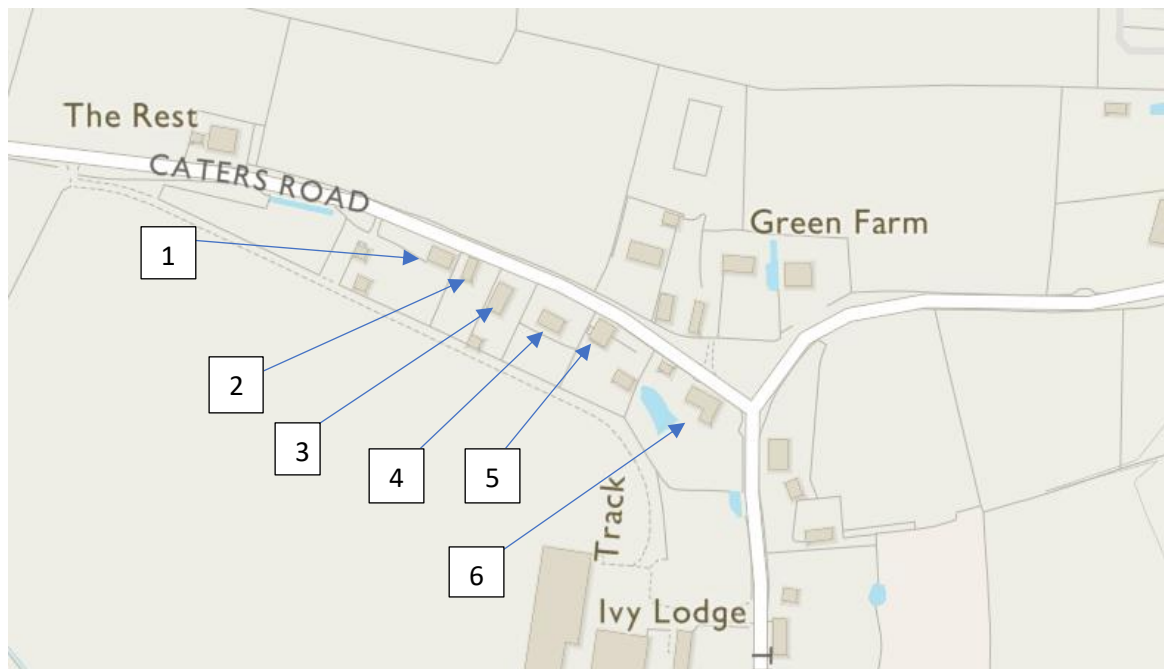
1 **Lords Waste Houses** Caters Road (OS Grid Ref: TM268534)

Criteria: Group value; Association; Representativeness; Social and communal value

These groups of cottages form an important part of Bredfield's special character as a "lord's waste settlement" and, as such, earn Bredfield a mention in Wikipedia. There are many houses in the village that were built on the 'lord's waste', which was the uncultivable land along the roadsides at the edges of the medieval open fields. Until quite recently, the original line of the open fields could still be traced in the hedge and ditch rear boundaries, especially in Caters Road. These timber-frame dwellings were erected over a period of about 80 years at the end of the 18th and well into the 19th centuries, and the building of each one is recorded in the Manor Court Books, as the owners had to petition the Lord of the Manor for permission to confirm the legality of these structures. Because of this procedure, they are better-documented than many of the more prestigious properties in the parish. Of necessity, they were erected quickly, and individually they are not worthy of Listing, but they add character and charm to the village. Many are clearly shown on the 1837 Tithe Map and the First edition of the Ordnance Survey 25-inch map. Despite the Manor Court records, however, it is still difficult to identify all the lord's waste houses precisely, as they have changed hands frequently and have been extended or in some cases almost rebuilt. The table below is an example of houses in Caters Road, but there are many more in other locations in the village. While not in themselves architecturally or aesthetically important they have a definite historical and social value.

The Caters Road Houses, with dates of first petition recorded in the Manor Court, and the petitioner:

Lord's Waste	1761	William King, carpenter
Aster Cottage	1798	Samuel Norman, yeoman
Parnell	1798	Robert Allen, yeoman
Devonia	1805	John Clarke, carpenter
May Tree Cottage	1805	William Wase, farmer
Semer Cottages	1843	William Clarke



Location of the houses in the Lord's Waste at Bredfield Green

- 1: May Tree
- 2: Parnell
- 3: Aster
- 4: Devonian
- 5: Semer cottages
- 6: Lords Waste



Picture: David Hepper

Parnell, one of the Caters Road Lord's Waste houses

2 **Primrose Cottages** The Street (OS Grid Ref: TM268530)

Criteria: Aesthetic value; Group value

The cottages are an aesthetically pleasing feature in the heart of the village, showing a distinctive external appearance and have a group value, as the dwellings have not changed substantially for some time, and sitting next to The School House and Teachers House (see below), they form a distinctive feature in the streetscape of the village.



Primrose Cottages, The Street

Picture: David Hepper

3 **Teacher's House** The Street (OS Grid Ref: TM269530)

Criteria: Known architect; Landmark status; Social and communal value

Also designed by William Pattison, this house was built in 1875 adjacent to the School by the local firm of Bilby's of Melton, to accommodate the head teacher and family. Together with the Old School, it forms part of the distinctive streetscape of The Street, and is of Historic Value, being of social and community value.



Teachers House, The Street

Picture: David Hepper

4 The School House The Street (OS Grid Ref: TM268530)**Criteria:** Aesthetic; Known architect; Landmark status; Social and communal value

The former village school was built in 1853 on Glebe land, as a National School, administered by the Church of England. Following the 1870 Forster Education Act, it became a Board School, and was extended in 1875. The Gothic Revival façade has changed very little since that time. It was designed by Woodbridge architect William Pattison, who was responsible for several village schools in the Suffolk coastal area.

*The School House, The Street**Picture: David Hepper***5 Belvedere** The Street (OS Grid Ref: TM268530)**Criteria:** Aesthetic value; Representativeness

Built in 2015-16, the house is situated in the Street, adjacent to the Church, it is a good example of a modern building in the village, being a sustainable low-energy eco home of contemporary design, clad with vertical larch boarding and with a grey metal roof and a sedum flat roofed element. It is of architectural interest, being a new build that respects and reflects the varying styles in the area and is also aesthetically pleasing.

*Belvedere**Picture: David Hepper*

6 Bredfield Chapel Woodbridge Road (OS Grid Ref: TM266523)**Criteria:** Landmark status; Representativeness; Social and communal value

Built as the New Mission Hall, at the grand cost of £197, the money being raised by non-conformists in the area, it was opened in October 1902 by Mr and Mrs William Richardson of Bredfield, who were leading members of the congregation

*Bredfield Chapel**Picture: Karen Bowe & Anne Henderson*

In addition to buildings/structures and areas of archaeological interest, many landscapes and landscape features exist that are of historic and artistic (and sometimes archaeological) interest. Many of these sites have already been added to the Historic Environment Record by the County Council.

The following have been identified from the survey and local historians as sites that are of architectural significance, local distinctiveness and character and historic importance.

7 The Village Pump Woodbridge Road (OS Grid Ref: TM265522).**Criteria:** Aesthetic value; Landmark status; Social and communal value

An iconic landmark of Bredfield and it is regularly photographed and used as a village logo. Its current wrought ironwork was created by S C Pearce and Sons of Bredfield Forge and was installed for the Queen's Coronation in 1953, replacing a simpler wood and iron structure. The original pump was situated over a well and in the 19th century was a meeting place for villagers to congregate while they drew clean water. It was still in use in the early C20 before mains water reached Bredfield



The Pump

picture: David Hepper

8 **The Village Sign** The Street (OS Grid Ref: TM268531)

Criteria: Aesthetic value; Landmark status

The sign was designed by a local resident, Victoria King, and was made by Mary Moore of Brandeston Forge and Terry Pearce of Bredfield Forge. It is a recognisable symbol of the village and is often depicted on local documents.



Village Sign

Picture: Anne Henderson

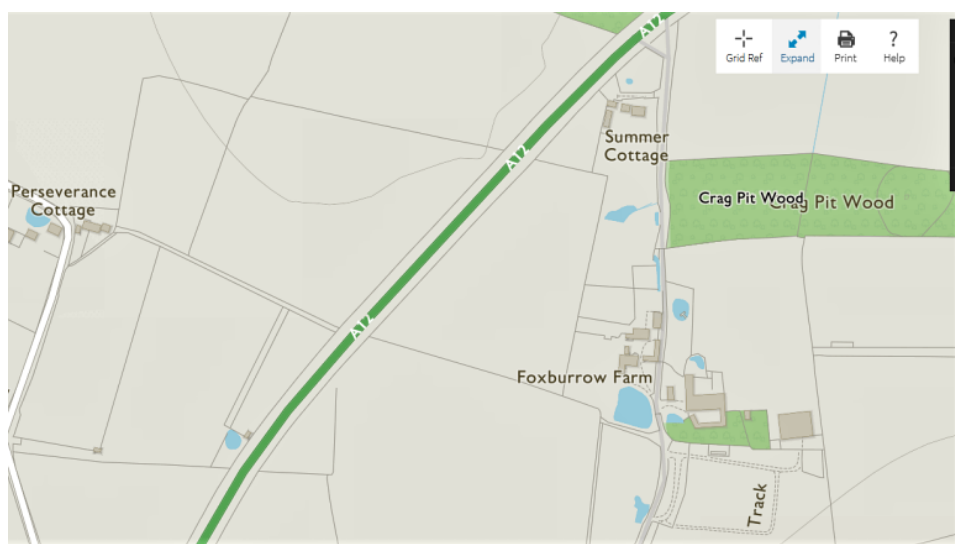
9 The Orchard, Foxburrow Farm (OS Grid Ref: TM274518)

Criteria: Group value; Social and communal value

There is a 19th century orchard on Foxburrow Farm, now part of Suffolk Wildlife Trust. The orchard is registered on STOG's historic database



Ordnance Survey map of 1881 showing the orchard, opposite Foxburrow Hall Farm



Location of Foxburrow Farm, now home to Suffolk Wildlife Trust, to the east of the A12

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**ANNEX-C HISTORIC ENVIRONMENT - BREDFIELD
ARCHEOLOGICAL RECORD*****The Bredfield Brooch***

The Bredfield Brooch (BFD SF-92B213) was found in 2009 by a metal detectorist in Bredfield. Made of silver, it measures 10cm in diameter and would have belonged to a member of the Saxon elite. It is decorated with interlaced beasts with long, sinuous bodies, oval-shaped eyes, snouts and tongues. It was purchased by Norwich City Museum in 2012 after being declared Treasure Trove.

ANNEX-C HISTORIC ENVIRONMENT: BREDFIELD ARCHEOLOGICAL RECORD

The Historic Environment Record (HER) is a collection of information about the nature and location of archaeological sites. It is maintained by the County Council and is used to identify and assess sites that are at risk of damage by new development. It can also be used for research purposes by academics, pupils or the public, wishing to learn about the past. The following shows both the national Historic Environment Record (HER) number and the local Suffolk Heritage (BFD) number

Full details may be found on the Suffolk Historic Environment Record at:

<https://heritage.suffolk.gov.uk/hbsmr-web/Results.aspx?pageid=16&mid=9&parish=Bredfield&queryguid=b31ac84f-8d2d-4910-ae1-97aa5b404646&firstrec=1&lastrec=20>

or the Heritage Gateway:

<http://www.heritagegateway.org.uk/Gateway/CHR/herdetail.aspx?crit=&ctid=95&id=4767>

Local Ref	HER	Type	Location	Remarks
BFD001	MSF0038	Medieval moat	Dallinghoo Road	Also known as Oliver's Ditches, the site of a manor house. On site finds include pottery, a gilded harness pendant, a seal matrix, buckles etc. Metal detector finds of coins of Edward I, Edward III and mirror case
BFD002	MSF0039	Moat Farm	Dallinghoo Road	Named after the moats, now ploughed farmland, that surrounded the manor house (<i>above</i>)
BFD003	MSF3310	Bronze age axe head	Blue Barn Farm	
BFD004	MSF2934	Saxon silver-gilt pin	Partridge Farm	
BFD005	MSF1594	Roman coin	Blue Barn Farm	Denarius of Otho (69CE)
BFD006	MSF5690	Scatter of Roman artefacts	Manor Farm	Pottery, metalwork; coins of Marcus Aurelius (161-180CE) and Magnentius (350-353CE)
BFD007	MSF5691	Quaker burial ground	Dallinghoo Road	Used between 1657 and 1779 for 232 burials
BFD008	MSF9503	Site of windmill	Dallinghoo Road	Demolished 1826; ring ditch still visible

BFD009	MSF9504	Scatter of Medieval pottery	Nr. Partridge Farm	C13/C14
BFD010	MSF9505	Scatter of Roman pottery	Boulge Road	
BFD011	MSF9506	Scatter of Medieval pottery	Potash Corner	C13/C14
BFD012	MSF9507	Scatter of Medieval pottery	E of Potash Corner	C13/C16; also bricks, tiles, metal workings
BFD013	MSF10143	Scatter of Medieval pottery	Dallinghoo Road	C12/C14
BFD104	MSF10144	Scatter of Medieval pottery	Caters Road	C12/C14
BFD015	MSF10145	Scatter of Medieval pottery	Caters Road	C12/C14
BFD016	MSF10146	Scatter of Medieval pottery	Caters Road	C13/C14
BFD017	MSF10147	Scatter of Medieval pottery	Caters Road	
BFD018	MSF10148	Scatter of Medieval pottery	Dallinghoo Road	C13/C14
BFD019	MSF10149	Scatter of Iron Age pottery	The Street	
BFD020	MSF10151	Scatter of Medieval pottery	Ufford Road	C13/C14
BFD021	MSF10152	Scatter of Medieval pottery	E of Blue Barn	C13/C15
BFD022	MSF10153	Scatter of Medieval pottery	E of Blue Barn	C13/C14
BFD023	MSF10154	Scatter of Roman pottery	N of Manor Farm	
BFD024	MSF10155	Medieval quern	N of Manor Farm	
BFD025	MSF10156	Scatter of Medieval pottery	Potash Corner	C13/C14

BFD026	MSF12883	Roman coins	<i>Protected (metal detector)</i>	Five coins from late 3 rd to mid-4 th C
BFD026	MSF14346	Anglo-Saxon coins	<i>Protected (metal detector)</i>	Sceat of 690-700CE; Silver halfpenny of Aethelred II (978-1016CE)
BFD026	MSF12882	Medieval coins	<i>Protected (metal detector)</i>	Four coins from Henry III to Edward III
BFD027	MSF13634	St Andrews Church	The Street	
BFD028	MSF13622	Bredfield House, stables	(off) A.12	
BFD029	MSF13623	Bredfield House, gardens	(off) A.12	Includes remnants of late 17C canal garden
BFD030	MSF13569	Bredfield House, avenue	(off) A.12	
BFD031	MSF15275	Scatter of flints & scraper	Caters Road, Woods Lane	
BFD034	SF92B213	Late Saxon Silver disc brooch	<i>Protected (metal detector)</i>	Treasure case: 2009T157. Now in Norwich Museum (NWHCM2011-581)
BFD036	MSF25703	Settlement core	The Street / Caters Road	Area between the Green and the Church
BFD037	MSF26458	Village Green	Caters Road	
BFD038	MSF27863	Medieval ditches and pottery	W of St Andrews Church	
BFD040	MSF32459	Roman coin	<i>Protected (metal detector)</i>	Denarius of Antoninus Pius (135-161CE)
BFD042	MSF3424	Gold inscribed ring	Unknown	C13-C15C; find spot unclear, possibly from manorial site
BFDMisc	MSF3311	Palaeolithic implements	Unknown	Find spot unclear
BFDMisc	MSF3312	Neolithic axes and scrapers	Unknown	Find spot unclear
BFDMisc	MSF9509	Anglo-Saxon coin	Protected (metal detector)	Silver penny of Aethelred II (978-1016CE)

BFDMisc	MSF10158	Scatter of pre-historic flints	Foxburrow Farm	
BFDMisc	MSF11378	Scatter of post medieval metal working	Unknown	Includes a buckle and a ring
BFDMisc	MSF10159	Post medieval scatter of burnt flint	W of St Andrews Church	
BFDMisc	MSF15278	Scatter of pre-historic flints	Caters Road	
BFDMisc	MSF10157	Scatter of post medieval brick and tile	Woodbridge Road	
BFDMisc	MSF15277	Scatter of medieval pottery	Caters Road	
BFDMisc	MSF15276	Scatter of Roman pottery	Caters Road	
BFDMisc	MSF21207	Neolithic flint axes	Unknown	Find spot unclear; two axes in Ipswich Museum



BFD.037 Bredfield Green. Marked and named on Hodskinson's Map of Suffolk 1783

Picture: Glynn Collins

ANNEX – D NATURAL ENVIRONMENT – LANDSCAPE AND WILDLIFE



Caters Road

ANNEX – D

Landscape and Wildlife Evaluation by Suffolk Wildlife Trust – August 2016 Executive Summary to inform the Neighbourhood Plan

The following paragraphs bring together the summary statements from each sub-section of the evaluation. It is included to highlight the community's commitment to the environment and to develop appropriate policies to maintain and enhance the landscape and wildlife of the parish.

Landscape Assets

Two Landscape Character Types drawn from the Suffolk Landscape Character Assessment (LCA) are recognised within Bredfield. Ancient Rolling Farmlands cover the great majority of the parish. This is complemented by a small but significant inclusion of Ancient Estate Claylands along the northern boundary.

The citations from the LCA describe the Key Characteristics of each Landscape Character Type, the Sensitivities to Change and Forces for Change that could affect these landscapes. They also set out a range of more detailed prescriptions in terms of Development Management Guidance and Land Management Guidance, which have been made specific to this parish.

The Neighbourhood Plan recognises that the determination of all new developments within the parish should consistently reflect the Development Management Guidance and the Land Management Guidance detailed for the two Landscape Character Types.

Wildlife Assets

Protected Sites and County Wildlife Sites

There are no statutory Protected Wildlife Sites in Bredfield (such as Sites of Special Scientific Interest or National Nature Reserves).

There is one designated County Wildlife Site lying partly within the parish boundary – Dallinghoo Wield Wood - and another immediately adjacent to the parish boundary – Ufford Thicks. County Wildlife Sites frequently include Priority Habitats and support Priority Species and complement Protected Wildlife Sites by helping to maintain links between them. The high biodiversity value of many County Wildlife Sites has developed through land management practices that have allowed wildlife to thrive. The Neighbourhood Plan acknowledges that ensuring the continuation of such appropriate management is vital to maintain the wildlife value of these sites.

Priority Habitats and Species

Bredfield has several Suffolk Priority Habitats in its care: Ancient Species-rich Hedgerows, Arable Field Margins, Lowland Mixed Deciduous Woodland, Lowland Meadow, Ponds and Traditional Orchards. Within these habitats, several Suffolk Priority Species, Suffolk Character Species and Birds of Conservation Concern are present, that complement and underline their conservation value.

Although not exhaustive the list of species includes:

- Flowering plants: native black poplar
- Butterflies: grayling, small heath, wall and white-letter hairstreak
- Beetles: stag beetle
- Amphibians: common toad, great crested newt,
- Reptiles: common lizard, grass snake and slow-worm
- Birds: woodcock, barn owl, turtle dove, stock dove, cuckoo, skylark, song thrush, mistle thrush, dunnock, linnet, bullfinch and yellowhammer
- Mammals: brown hare, otter, polecat, hedgehog

Suffolk's Nature Strategy highlights the importance of the Suffolk Biodiversity Action Plan and its associated Priority Habitats and Priority Species. It states that they are '...embedded in local planning policies' and that 'impacts on legally protected species are a material consideration in the planning process, whilst impacts on priority species and habitats are also capable of being material considerations.'

The Neighbourhood Plan recognises the significance for Suffolk's wildlife of both the variety and the extent of Priority Habitats and the Priority Species present within the parish. Landowners and land managers are encouraged to become conversant with the relevant Priority Habitat and Priority Species citations. Links to the relevant pages on the Suffolk Biodiversity Partnership website are available on the parish website.

Landowners and managers are also encouraged to seek management advice from conservation professionals wherever appropriate to ensure the wildlife interest of these Priority Habitats can be both maintained and enhanced as ecological assets.

Other Wildlife Sites

Although not covered by statutory designations, the Neighbourhood Plan recognises the value of two other wildlife sites. Jubilee Meadow is the result of significant community commitment to conservation and enhancement of wildlife habitats within the parish. The stream channels and bankside habitats along the length of Byng Brook and its headwaters are also seen as important features providing connectivity and natural routeways.

The Built Environment and Associated Habitats

The built-up areas, gardens and associated spaces within the parish form a significant proportion of its land use and provide a wide range of semi-natural habitats with significant biodiversity value.

The Neighbourhood Plan recognises that simple actions taken across the community such as increasing the number of nesting sites for swifts or creating a community nature reserve in small areas across the parish can have significant benefits for wildlife and add an enjoyable focus to community life.

Ecological Networks and Connectivity

Bredfield displays a high-quality ecological network with a high degree of connectivity provided between core areas by tall and dense hedgerows, stream corridors and field margins.

The Neighbourhood Plan recognises the importance of all these features for wildlife in their own right and for the way they help integrate Priority Habitats and other habitats across the parish and so, avoid geographical isolation. Developments in the wider countryside will be kept under review to prevent significant damage or deterioration within the network and positive options promoted that help to maintain and enhance ecological networks.



Picture: Glynn Collins

ANNEX – E NATURAL ENVIRONMENT – LOCAL DISTINCTIVE VIEWS

Definition of a Distinctive View

A view is a sight of a landscape that can be taken in by the eye from a particular place. It will be defined by both the viewing place and the relevant landscape view.

The Viewing Place – A location is shown with each protected view and the features of the view are usually consistently visible (subject to weather conditions). This view may also be seen from other points within the area or glimpsed when moving through the area.

The Landscape of the View – various focal points and distinguishing historical or special features.

Criterion

The views are those selected after public consultation and may be defined as being accessible from a public road or public community space.

Consultation

As part of the Individual questionnaire, given to everyone over the age of 12 years in Bredfield, the Neighbourhood Plan Group asked which views should be subject to special protection. 186 people took the opportunity to respond, and several important views were identified. The most popular were:

Overall figures (i.e. how many selected as either 1st, 2nd or 3rd choice):

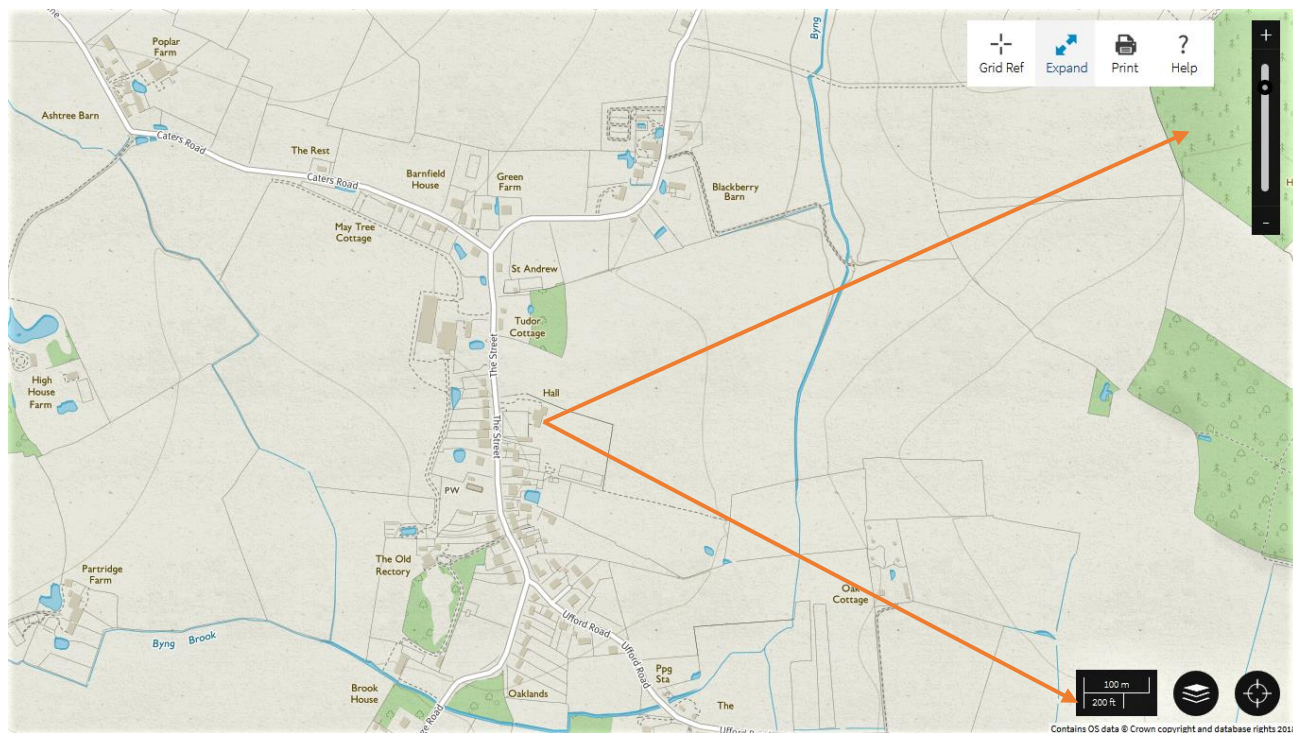
From village hall towards Ufford Thicks	138	(74.1%)
From Church towards Boulge	91	(48.9%)
Approaching village along Ufford Road	90	(48.3%)
Fields & Paddock in Woodbridge Rd	73	(39.2%)
Along Caters Rd	45	(24.1%)
From Dallinghoo Rd	35	(18.8%)
Primrose cottages	28	(15%)
Other	20	(10.7%)

Figures by First choices:

From village hall towards Ufford Thicks	69
Approaching along Ufford Road	32
From Church towards Boulge	26
Fields Woodbridge Rd	26
Along Caters Rd	15
Dallinghoo Rd	2
Primrose cottages	3
Other	14

The four most popular views have therefore been selected as views which contribute towards the character of the village and should be protected. The Character Assessment of the village sets out how these views fit into and helps form the character of the village.

View 1 - Ufford Thicks from the Village Hall



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Picture: David Hepper

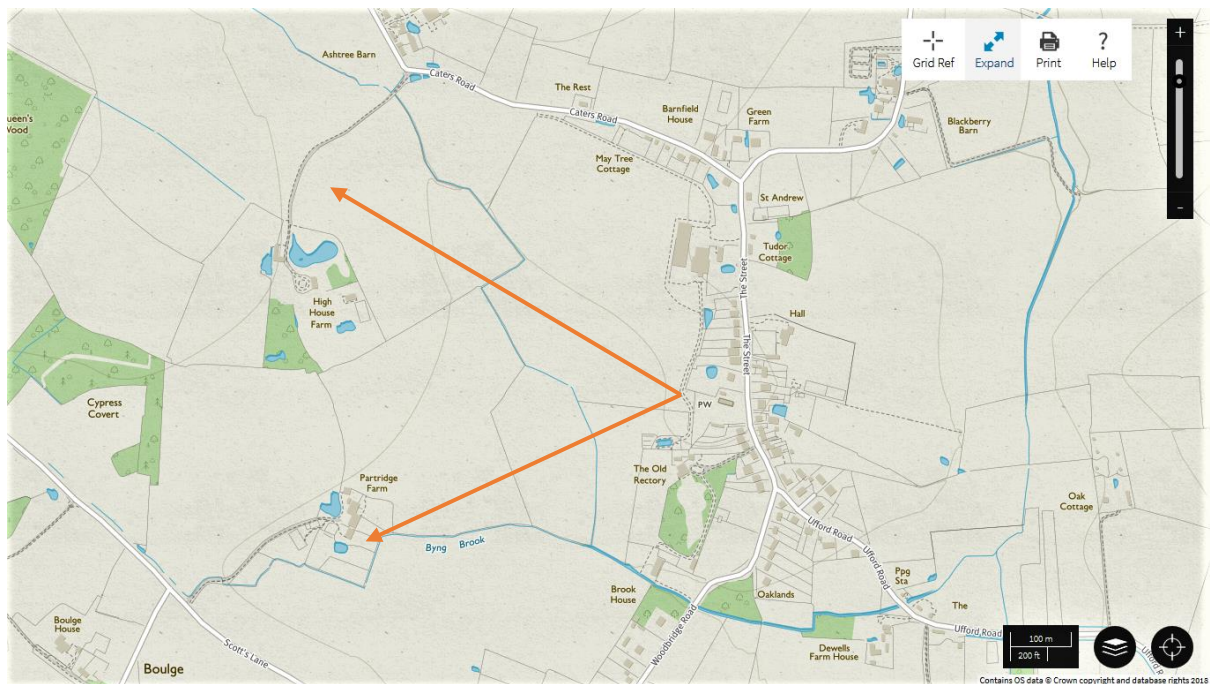
Viewing Place: Best appreciated from the rear of the village hall, looking east.
[Photograph taken 15 March 2017 from OS Grid Ref TM269530]

Landscape: Clear unobstructed view into the far distance, with the Playing Field in foreground the trees mark the field edge. The ground rising towards wooded area known as Ufford Thicks.

Content and value:

1. Rural aspect: a valuable backdrop to the village hall, particularly when open air events take place.
2. Historic setting: the field has been in use as a recreation space for seventy years
3. Promotes personal well-being with a sense of space
4. Historic value: view unchanged for many years
5. Widely appreciated, it is Important to the character of Bredfield

View 2 – West from the Church towards Boulge



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Picture: David Hepper

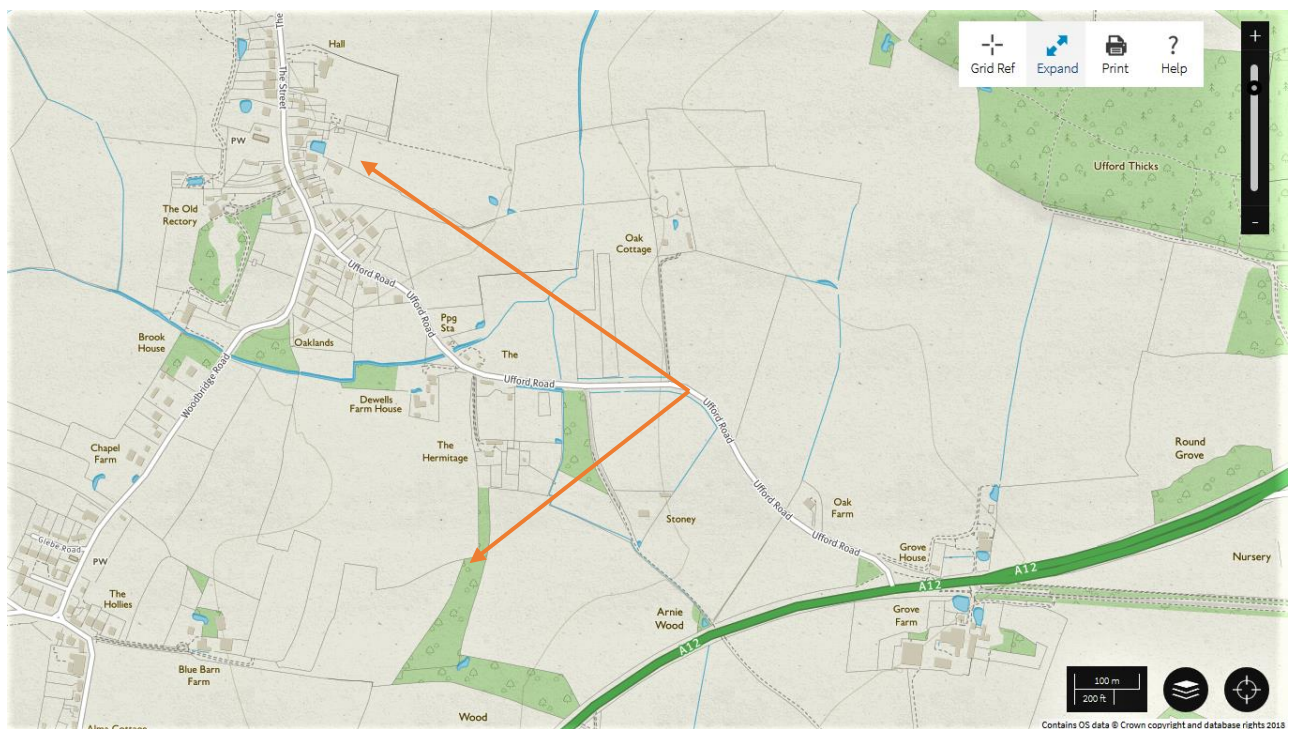
Viewing Place: From the rear of St Andrews Church, on Footpath no.32 looking westward towards Boulge. [Photograph taken 15 March 2017 from OS Grid Ref: TM267530]

Landscape: Cultivated fields bordered by ancient hedgerows and tree line. Views through the trees reveal High House and Partridge Farm

Content and value of the view:

1. Rural aspect: the view forms a green and pleasant backdrop to local footpaths
2. Historic setting: fields between Church and well-established buildings unchanged for years
3. Promotes personal well-being and sense of space, with open aspects to the horizon
4. Widely appreciated.
5. Important to the character of Bredfield

View 3- Ufford Road approaching village from the east



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Picture: David Hepper

Viewing Place: Approaching village from the east along Ufford Road.

[Photograph taken 15 March 2017 from OS Grid Ref: TM276525]

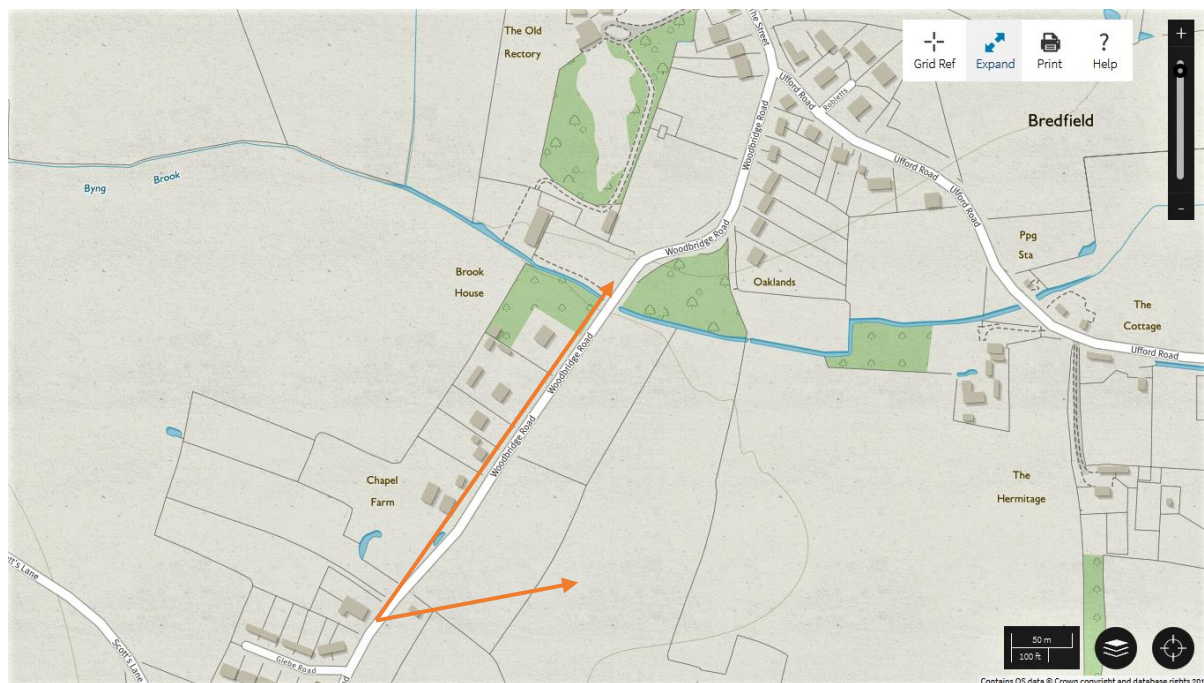
Landscape: A narrow approach road with deep ditching to both sides of the road, edged by cultivated fields, with the Church and houses along The Street visible through the treeline.

Content and value of the view:

1. Rural aspect: A scene of fields, trees and cultivated land with uninterrupted views to the horizon and skyline.
2. Historic setting: view and setting unchanged
3. Promotes personal well-being with a sense of space
4. Widely appreciated it is a valuable open approach to Bredfield separating the settlement from the A12.
5. Important to the character of Bredfield

View 4 - Open fields and hedges in Woodbridge Road

4a: Looking to the north from the entrance to Jubilee Meadow



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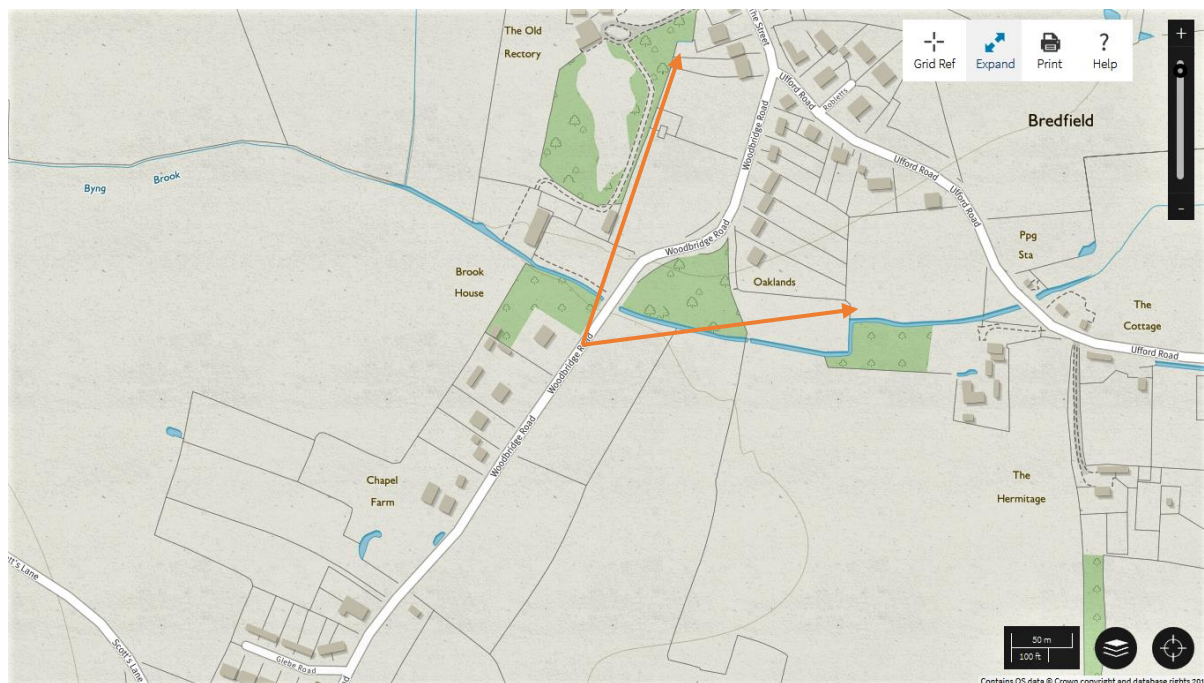


Picture: David Hepper

[Photograph taken 21 March 2017 from OS Grid Ref: TM266524]

View 4 Open fields and hedges in Woodbridge Rd

4b(1): Woodbridge Road, looking north, approaching the northern half of the settlement.

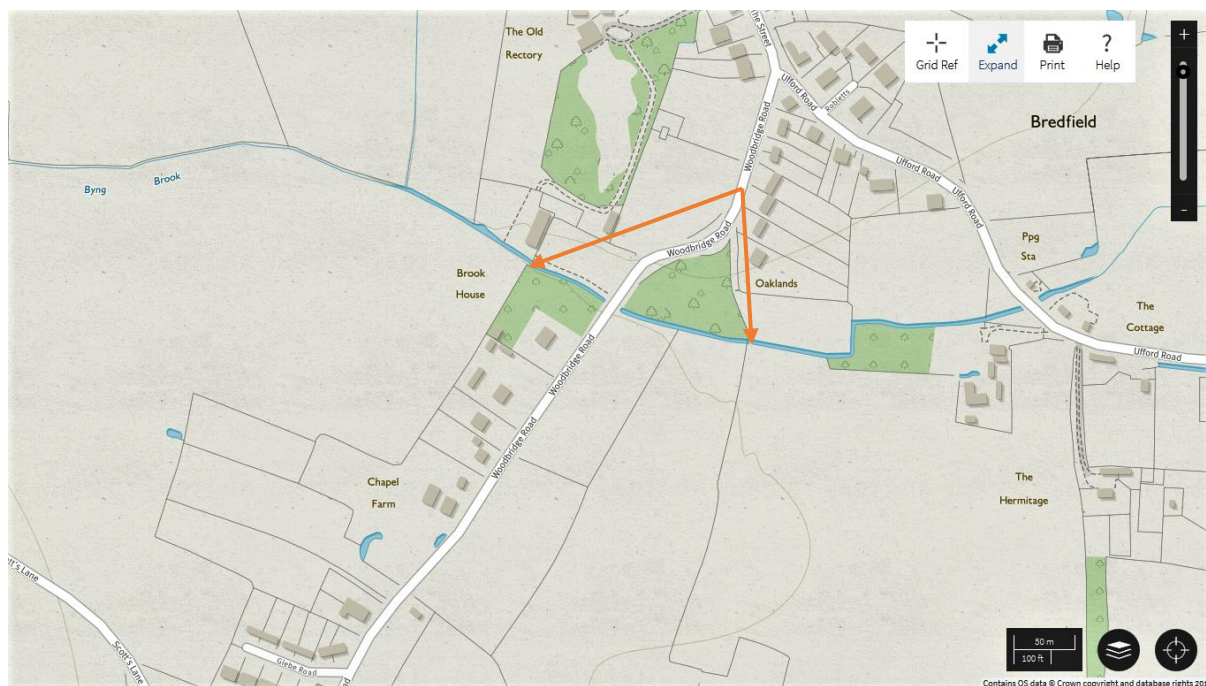


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Picture: David Hepper

4b(2): The same landscape, but looking from the North, travelling towards the Pump.



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Picture: Karen Bowe & Anne Henderson

Viewing Place:

4a: Looking to the north from the entrance to Jubilee Meadow and Orchard

4b: Woodbridge Road, approaching the northern half of the settlement.

Landscape: Woodbridge Road runs north/south in the village, linking the settlement around the Pump and Chapel to the area of the village based around the Church. This stretch of road is characterised by large detached houses on the western side, which may be glimpsed behind hedges and open paddocks and fields behind high mature hedges and trees opposite them. Byng Brook is marked by the rails with open fields behind which are edged with a mature hedgerow with trees.

Content and value of the view:

1. Rural aspect: This maintains the green break between housing. An area free from domestic detritus.
2. Safety issues: road forms two ninety-degree bends in a short space, uninterrupted views across the piece are important
3. Widely appreciated.
4. Important to the character of Bredfield

ANNEX-F NATURAL ENVIRONMENT - DESIGNATED GREEN SPACES

National Policy Planning Framework paragraphs 99 and 100 provide the facility for the designation of certain areas that are suitable for special protection. They must be demonstrably special to the community and are significant, for the beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife

After consultation with the residents and local historians, the following areas are designated as Local Green Spaces:

- 1 **Playing Field** Co-located with the village hall, the field has been used by residents for recreational purposes since its purchase in 1949. The field frames the village hall and offers extensive leisure opportunities. In addition to the football pitch there is also a high-quality play area for small children and there are also tennis courts. In front of the village hall there is a well-maintained bowling green. The playing fields link to public footpaths across the fields which are used by walkers. They are therefore, an asset to the community and are also used by other local groups.

- 2 **Village Green** Situated at the junction of Caters Road, The Street and Dallinghoo Road, it is ancient green and is common land. It was marked and named on Hodskinson's map of Suffolk in 1783 as being the Green. It is the historic settlement core of Bredfield, as defined from historic maps, the location of listed buildings and nearby artefact scatters. It is designated by Historic England as an Historic Monument (HER ref: MSF.26458). It has a specimen oak tree, planted in October 1973 by Dr Lawson Dick of Church Farm House.

- 3 **Jubilee Meadow and Orchard** Occupying what was originally Glebe Land, it was purchased in 2012 by the Parish Council for the use of the community. The field has not been cultivated for a long time, and it has a wealth of flora and fauna, some of which are of significant interest. Since 2012 an orchard has been established, planting traditional varieties of fruit and nut. It is a natural, unspoilt and biodiverse site which offers a 'green' environment for residents.

- 4 **St Andrew's Churchyard** The churchyard already has a measure of protection under AP28, a 'saved policy' from the District Council's Local Plan (1994) but to ensure its continued security it should be designated as a Green Space. The churchyard is historically, socially and aesthetically important. It has a maintenance plan that ensures that it is not 'over managed' to create a natural environment that is sympathetic to the surrounding landscape. The area is designated by Historic England as an Historic Monument (HER refs: MSF13634; MSF25703)

- 5 **Quaker burial ground** Is historically important and in October 2016 a sign was erected there to mark the site where 235 Quakers were buried between 1657 and 1779. The area is designated by Historic England as an Historic Monument (HER ref: MSF5691)

ANNEX G: Working Group

The following assisted, researched, distributed, collected and helped at various stages of the Plan

Tony Bishop

Karen Bowe

Vince Buckman

Denise Causier

Suzie Clarke

Angela Derham

Keith Derham

Fiona Freeman

Anne Henderson

David Hepper

David Leyland

Val Norrington

Ann Pilgrim

Sarah Rayner

Gina Saunders

Geoff Spain

Kath Woods

Sir Nicholas Young (Chairman of the Group)

ANNEX H: Acknowledgements

Thanks to those outside the village who assisted and helped:

Stephen Brown	Planning Policy Officer, Suffolk Coastal District Council
Dr Simone Bullion	Suffolk Wildlife Trust
Nick Chisholm-Batten	AECOM (Portwall Place, Bristol)
Glynn Collins	Photographer
Shaun Driver	321 Print
Tony Fryatt	District Councillor
Edward Jackson	Suffolk Wildlife Trust
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Shane Scollard	AECOM (Aldgate Tower, Leman Street)
Charlotte Simpson	AECOM (Aldgate Tower, Leman Street)

REFERENCES

National Government

National Planning Policy Framework	Ministry of Housing, Communities and Local Government (July 2018)
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Local Government

Issues and Options for the Suffolk Coastal Local Plan Review	SCDC August 2017
Suffolk Coastal District Plan: Core Strategy	SCDC July 2013
Suffolk Coastal Final Draft Local Plan	SCDC January 2019
Suffolk Hedgerow Survey 1998-2012	Guy Ackers, SCDC 2012

Other

Suffolk Coastal Landscape Character Assessment	Alison Farmer Associates July 2018
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Kesgrave Neighbourhood Plan 2018 - 2036



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How to read this document

Section 1 explains the legal framework for the establishment of the Neighbourhood Plan and its context relative to national and district planning policies with which the Neighbourhood Plan must be in general conformity.

Section 2 provides a brief history of Kesgrave's development as well as relevant information about the town based on the latest data available.

Section 3 provides a summary of the key challenges and issues that emerged from consultation and engagement with residents, businesses and community groups during 2017 and 2018 that the Neighbourhood Plan sets out to address.

Section 4 provides a vision for the town and the objectives for the Neighbourhood Plan that were identified during consultation and have been tested with residents during the process.

Sections 5-8 are the policy sections, each covering a different topic. Under each heading justification for the policies allied to the objectives is presented. This is intended to provide an understanding of the policy, an explanation of what it is seeking to achieve and how it relates to the stated objectives. The policies themselves are presented in the blue boxes. It is these policies against which planning applications will be assessed. It is advisable that, in order to understand the full context for any individual policy, it is read in conjunction with the supporting text.

A challenge or issue identified that led to an objective could not in every case result in a policy within the Neighbourhood Plan. In the case of a planning related matter this is usually because the subject is covered by a policy in the emerging Suffolk Coastal Local Plan (SCLP) and this was considered to provide sufficient basis for addressing the issues raised.

Section 9 shows the Policies Map which confirms the location and, where appropriate, boundaries in regard to relevant items and the policies applicable either within the Neighbourhood Plan or SCLP.

Section 10 covers areas which are not planning related matters within the scope of the Neighbourhood Plan where non-policy actions have been identified to address the issues raised. These are for the attention of KTC and the community as a whole to take forward.

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Appendix A Local Green Space designation maps

Appendix B Map of Ecological Networks

Appendix C Kesgrave’s non-designated heritage assets

Appendix D Recorded Public Rights of Way map for Kesgrave

Appendix E Local Plan policies to be superseded

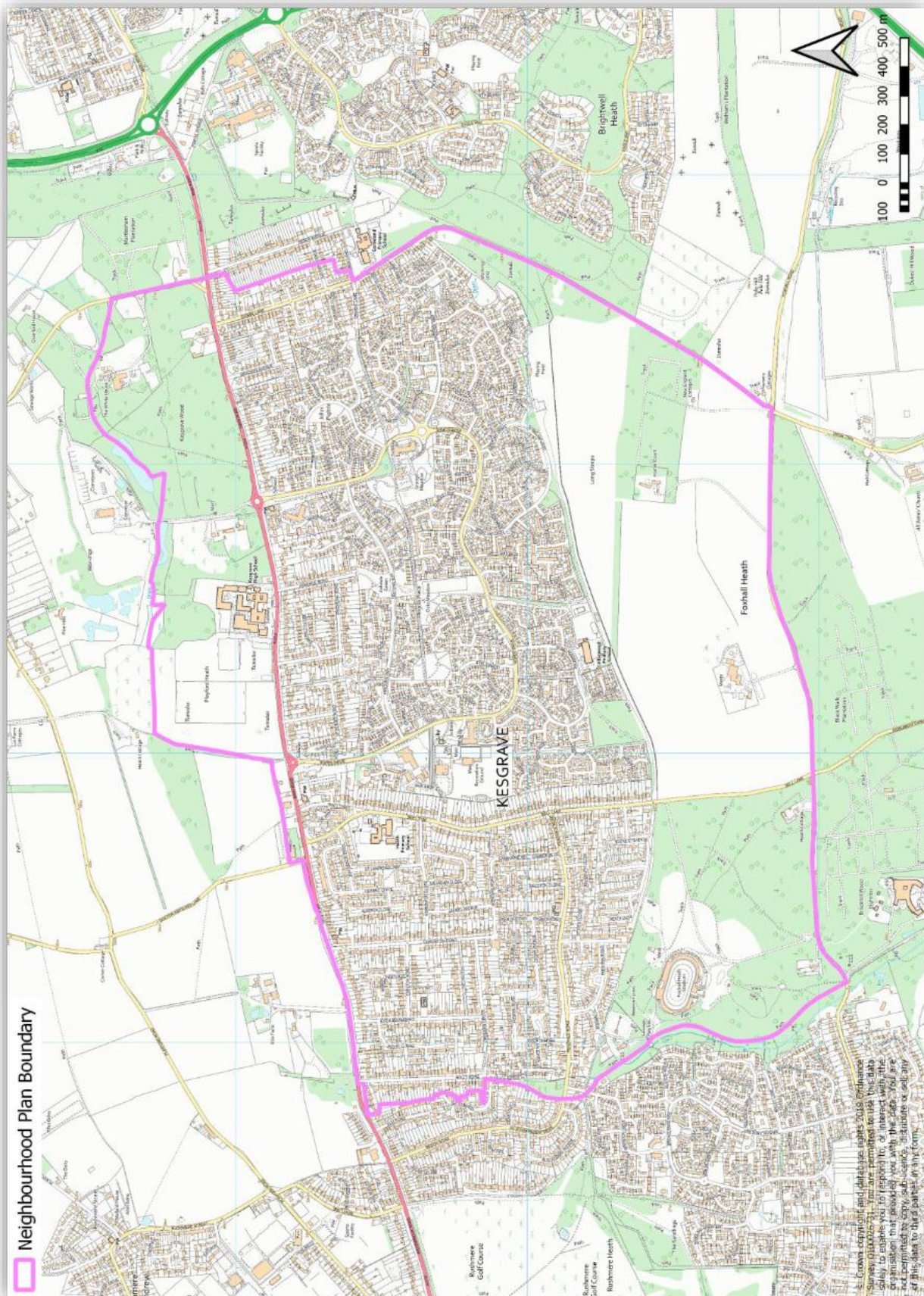
1 INTRODUCTION and POLICY CONTEXT

- 1.1 This document represents the Neighbourhood Plan for Kesgrave Town (hereafter known as “Kesgrave”) and was compiled by the community through the Kesgrave Neighbourhood Plan Sub-committee (KNPS). Once adopted, it is intended that it will form the development plan for Kesgrave alongside SCLP. Prior to SCLP being adopted the development plan is the Suffolk Coastal Core Strategy (SCCS), Site Allocations and Area Specific Policies DPD and the saved policies of the 2001 Local Plan.
- 1.2 SCCS was adopted in 2013 (including the saved policies of the 2001 Local Plan) and one of the basic conditions is that the Neighbourhood Plan needs to be in general conformity with the strategic policies it contains as well as the Site Allocations and Policies Development Plan Document 2017. However, SCLP being well advanced, with an expectation for it to be adopted in early 2020, the Neighbourhood Plan has also been produced in general conformity therewith. The timeline for the Neighbourhood Plan of 2018-36 aligns with SCLP.



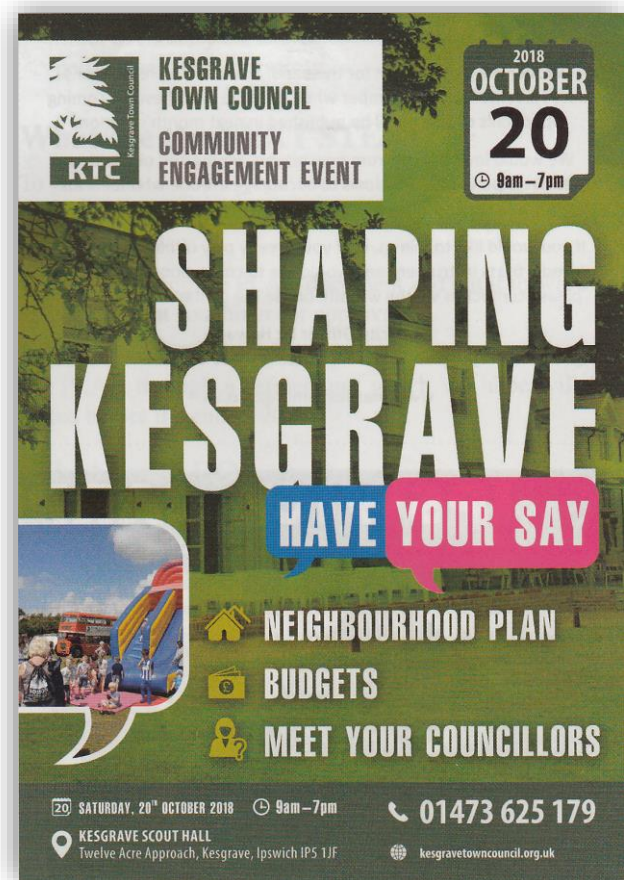
- 1.3 In accordance with The Neighbourhood Planning (General) Regulations 2012 (Article 7) Suffolk Coastal District Council, as the local planning authority at the time, on 27 September 2016 approved the neighbourhood area named Kesgrave noting KTC as the “relevant body”.
- 1.4 This Neighbourhood Plan is being prepared in accordance with the Town & Country Planning Act 1990, the Planning & Compulsory Purchase Act 2004, the Localism Act 2011 and the Neighbourhood Planning Regulations 2012 (as amended). KNPS has prepared the plan to establish a vision for the future of the town and to set out how that vision will be realised through planning and controlling land use and development change over the plan period 2018 to 2036.
- 1.5 It should be noted that on 1st April 2019, Suffolk Coastal District Council merged with Waveney District Council to form East Suffolk Council (ESC). Reference to Suffolk Coastal District Council is intended to relate to past decisions and, for instance, the designation in Paragraph 1.3.
- 1.6 The map in Figure 1.1 below shows the boundary of the Neighbourhood Plan area, which is the same as the Kesgrave boundary.

Figure 1.1: Kesgrave Neighbourhood Plan area boundary



1.7 The production of the Neighbourhood Plan has sought to involve the community as widely as possible through a process of consultation and engagement. The key elements were an extensive resident survey in October 2017; community engagement days in June (focusing on young people) and October 2018; and engagement in various ways with businesses and community groups throughout the second half of 2018. The various topic areas in the Neighbourhood Plan are reflective of matters identified through that process to be of interest and importance. All sections of the community have been given the opportunity to guide development within their neighbourhood.

1.8 A period of pre-submission public consultation under Regulation 14 of the Neighbourhood Planning (General) Regulations 2012 took place from 8 July to 2 September 2019 including the notification of appropriate statutory bodies. The representations that were submitted, responses to them and the changes to the Neighbourhood Plan made as a result, where considered appropriate, are documented in Appendix O of the Consultation Statement accompanying the Neighbourhood Plan.



Policy context - National

1.9 The National Planning Policy Framework (NPPF) of February 2019 issued by the Ministry of Housing, Communities and Local Government states:

"The planning system should be genuinely plan-led. Succinct and up-to-date plans should provide a positive vision for the future of each area; a framework for addressing housing needs and other economic, social and environmental priorities; and a platform for local people to shape their surroundings (para.15).

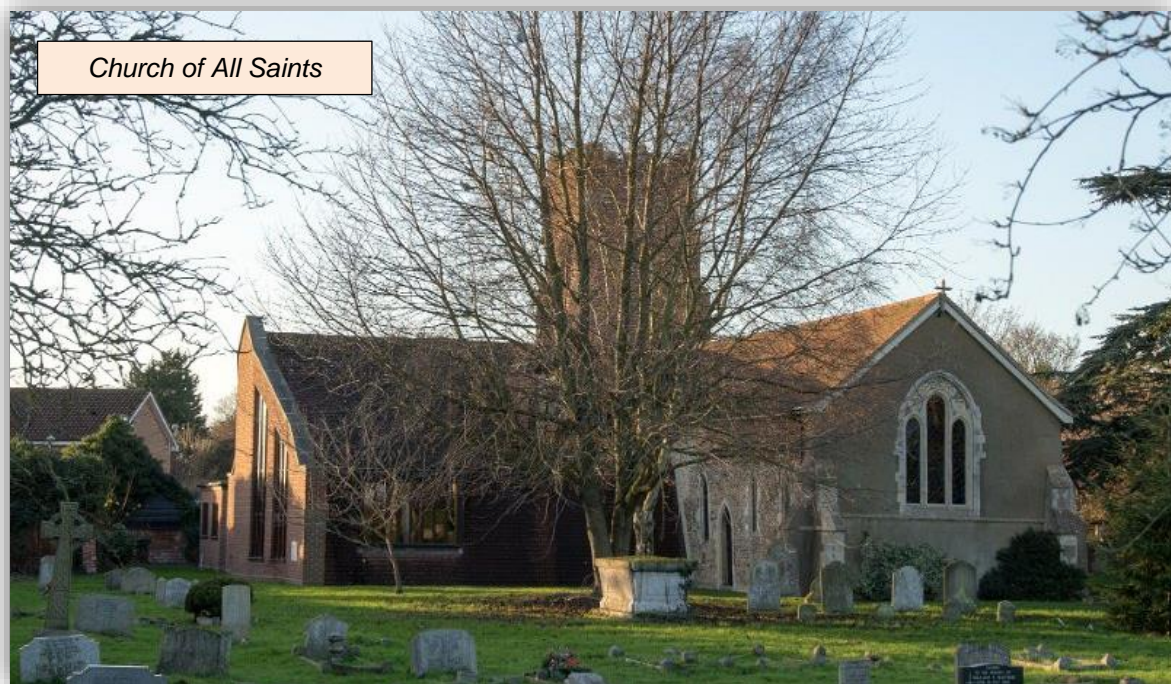
Policies to address non-strategic matters should be included in local plans that contain both strategic and non-strategic policies, and/or in local or neighbourhood plans that contain just non-strategic policies (para.18).

Non-strategic policies should be used by local planning authorities and communities to set out more detailed policies for specific areas, neighbourhoods or types of development. This can include allocating sites, the provision of infrastructure and community facilities at a local level, establishing design principles, conserving and enhancing the natural and historic environment and setting out other development management policies (para.28).

Neighbourhood planning gives communities the power to develop a shared vision for their area. Neighbourhood plans can shape, direct and help to deliver sustainable development by influencing local planning decisions as part of the statutory development plan. Neighbourhood plans should not promote less development than set out in the strategic policies for the area, or undermine those strategic policies (para.29).

Policy context – Suffolk Coastal

- 1.10 SCCS Policy SP19 (Settlement Policy) identifies Kesgrave, despite being designated a town in its own right since 2000, not as a town but as part of the Major Centre entitled Area East of Ipswich. Under SCLP policy SCLP3.2 (Settlement Hierarchy) the town is defined as part of the Major Centre entitled East of Ipswich describing *"those settlements that are situated to the east of Ipswich and are separate from Ipswich but which are more suburban in nature than the villages to the east of Ipswich"*. SCLP Table 3.3 (Spatial distribution of housing growth to be planned for) identifies that the approximate number of units (rounded) (minimum) for *"Communities surrounding Ipswich"* is 490.



- 1.11 SCLP Policy SCLP12.1 (Neighbourhood Plans) supports the production of Neighbourhood Plans in identifying appropriate, locally specific policies that are in general conformity with the strategic policies of SCLP. The table in SCLP12.1 identifies that Kesgrave's indicative minimum number of dwellings is 20. As at 31st December 2019, according to ESC planning department 21 dwellings have been granted planning permission. Accordingly, the policies in the Neighbourhood Plan provide a framework to deliver housing that further exceeds the indicative minimum. The context though is that Kesgrave is very largely built upon within its Settlement Boundary.
- 1.12 SCLP Policy SCLP12.18 (Strategy for Communities surrounding Ipswich) states that, *"The strategy for the communities surrounding Ipswich is to maintain the healthy and vibrant communities which provide a diverse mixture of residential and employment opportunities*

alongside services and facilities by maintaining and enhancing the relationship with Ipswich and other parts of the District. Provision of appropriate community infrastructure, education facilities and public transport will be supported where the needs are clearly demonstrated.”

It adds that residential developments will be limited to the proposal at Brightwell Lakes, land at Humber Doucy Lane and the redevelopment of the Police Headquarters site (at Martlesham). Development elsewhere i.e. in Kesgrave will be within the Settlement Boundary (defined in the next paragraph) consisting of infill or small scale redevelopments which make the most appropriate use of previously developed land.

- 1.13 The Neighbourhood Plan retains the Settlement Boundary for Kesgrave as identified in the SCLP (see page 576 in Appendix B - Map Booklet (Part 1) and shown on the Policies Map in Section 9). With the exception of the few housing and business premises north of Main Road (A1214), the Settlement Boundary for Kesgrave encompasses all of the existing built up areas of the town. The Neighbourhood Plan (that is to say the town) boundary as a whole includes areas north and south that are outside the SCLP Settlement Boundary - these are defined in SCLP as Countryside. SCLP Policy SCLP5.3 (Housing Development in the Countryside) states that new residential development in the countryside will be limited to certain exceptions including, for example, replacement dwellings on a one to one basis and conversion of an existing building. Other residential development consistent with policy in the NPPF is allowed for but again this is on a limited basis: Paragraph 79 in the NPPF states that planning policies and decisions should avoid the development of isolated homes in the countryside subject to certain listed exceptions.



Kesgrave Fun Day 2018

2 LOCAL CONTEXT

- 2.1 Kesgrave is a town of approximately 15,000 residents in Suffolk located 4 miles (town centre to town centre) to the east of the town of Ipswich, bordering in part the villages of Rushmere St Andrew to the west and Martlesham Heath to the east. To the north, the A1214 arterial route from the A12 at Martlesham into Ipswich forms the border to the built up area and the boundary to the south follows another arterial route into Ipswich, Foxhall Road. Kesgrave houses the Foxhall International Raceway (also known as Foxhall Stadium) which is home to the Ipswich Witches speedway team and to major stock car racing championships, including the National Banger World Final and the National Hot Rod World Championship.
- 2.2 A full geo-physical description of Kesgrave is provided in the Landscape Identity Analysis that accompanies the Neighbourhood Plan (Items 09 and 10 in the List of Evidence).
- 2.3 Taken together, most of the west ward, Bell Lane, Dobbs Lane and Main Road are known collectively as Old Kesgrave where the housing is predominantly made up of bungalows. The remainder, where the recent (post-1990) housing growth has taken place (mainly Grange Farm), is of mixed housing.

A brief history

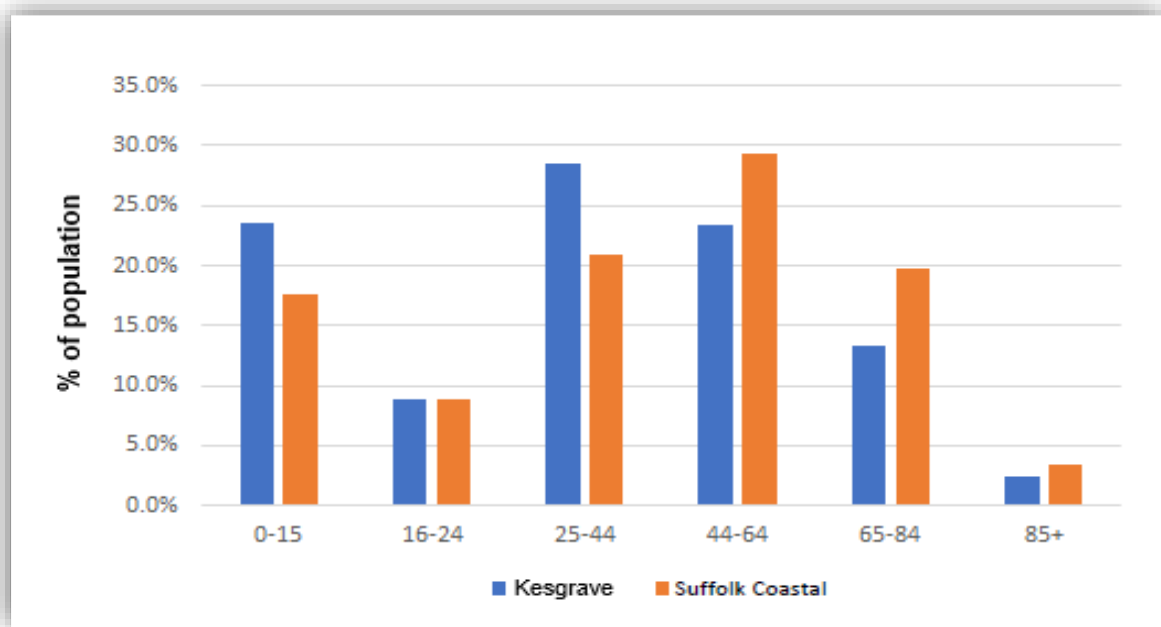
- 2.4 The historic environment record (maintained by Suffolk County Council Archaeological Service and viewable at heritage.suffolk.gov.uk) shows 71 archaeological records in Kesgrave, including evidence for prehistoric occupation such as burial mounds, a Roman Villa as well as post medieval brick kilns and World War 2 defences. Developers should consult the service as early as possible in the planning application process.
- 2.5 The area was recorded as Gressgrava in the Domesday Book (1086) but by the late 15th century its name had become Kesgrave. For more than 700 years it remained a small agricultural community with a church, an inn and a few small farms. In 1921 the population was a mere 103 housed in 20 dwellings. The monks of Butley Priory are believed to have re-established the Church of All Saints on a previous Saxon Christian site. The church yard hosts some fine specimen Cedar Trees and these form the emblem of the town insignia which is on the front cover of this plan.
- 2.6 By the mid-1970s Kesgrave covered an area of more than 800 acres, about half of the area being residential with a population of about 5,000 mostly in bungalows in Old Kesgrave developed in the post war period 1948-1975. The remainder was private woodland and agricultural land.
- 2.7 In 1988 a 378-acre area of farmland previously known as Grange Farm commenced development for housing. This was undertaken in broadly two major phases over more than two decades of major expansion.
- 2.8 In January 2000, to mark the millennium, Kesgrave's status changed from a village to a town. Figure 2.1 shows a timeline growth of the town before and after 2000.
- 2.9 Kesgrave's population grew 82% (from 5,105 to 9,276) during the 1990s and then a further 55% (9,276 to 14,402) during the decade to 2011, representing the period of the main Grange Farm development projects. This represents by far the highest level of growth of

any town in Suffolk. Figures¹ show that, by comparison, over the same period the growth in three other rapidly expanding Suffolk towns was: Stowmarket (24%), Haverhill (19%) and Felixstowe (18%). See further information in Item 04 (Kesgrave Historical Development - Housing and Road Network) in the List of Evidence.

Population - Kesgrave today

- 2.10 In 2011, the population of the then West Ward of Kesgrave was 3,736 and the then east ward had grown to 10,666 making a combined total of 14,402. Compared to Suffolk Coastal, it has a higher proportion of young to middle-aged people (see Figure 2.1 below). 61% were aged under 44 in Kesgrave compared to 47% across Suffolk Coastal. (The comparative figure nationally is 58%). See further data in Item 05 (Comparative Demographic Spread) in the List of Evidence.

Figure 2.1: Population profile, 2011



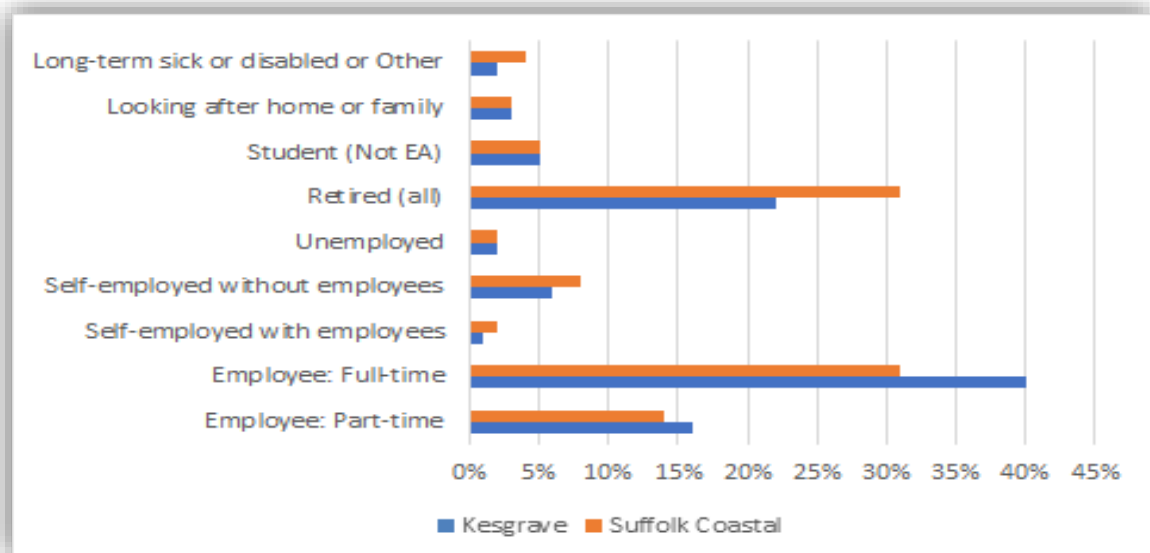
Employment

- 2.11 As shown in Figure 2.2 below, Kesgrave's levels of economic activity are broadly in line with Suffolk Coastal's overall level except for those in employment (full-time and part-time combined) where Suffolk Coastal stands at 37.0% compared to Kesgrave's 43.3%; and those in self-employment at 8.4% in Suffolk Coastal compares to 5.6% in Kesgrave. The level of retired is 25.2% for Suffolk Coastal and 17.4% for Kesgrave. All figures are percentages of the relevant total population. It is worth noting, however, that Kesgrave's employment comes from workplaces predominantly located outside the town itself (see 2.14 below).

¹ The source of all population figures in this Neighbourhood Plan is the ONS Census unless stated otherwise. Relevant extracts are provided in Items 01, 02 and 03 in the List of Evidence.

- 2.12 Within the economic activity statistics for Kesgrave there are certain distinct differences between the east and west wards. Full-time and part-time employment in the east ward is 63% compared to 40% in the west ward; and conversely, the level of those retired in the east ward is at 15% compared to 41% in the west ward. This is in keeping with the difference in housing make-up with the west ward being predominantly bungalows where a higher level of retirees may be expected to live.

Figure 2.2: Economic activity, 2011 (age 16+)

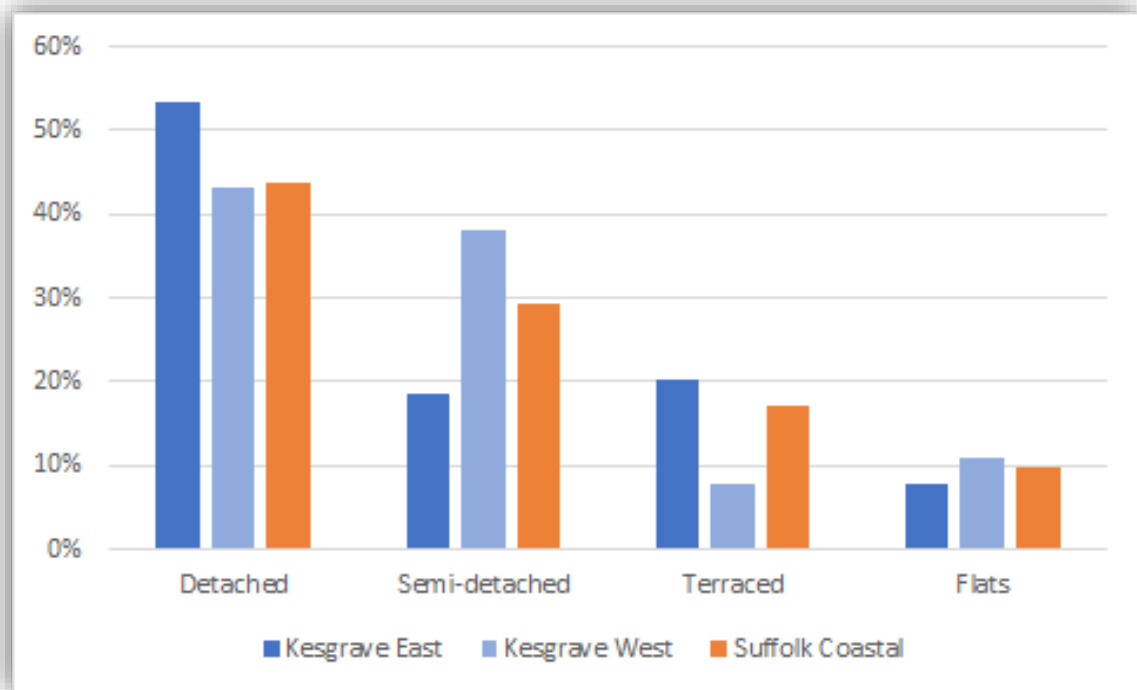


Housing

- 2.13 Figure 2.3 shows the contrast between the east and west wards of Kesgrave in comparison with Suffolk Coastal. As a proportion, the ratio of detached dwellings in the east ward is ten points higher than in the west ward which is similar to Suffolk Coastal overall. Semi-detached dwellings are conversely significantly lower in the east ward than Suffolk Coastal and higher in the west ward. This is due to the prevalence of semi-detached bungalows in the west ward.



Figure 2.3: Type of Dwelling, 2011



Cars

- 2.14 As shown in Figure 2.4, the numbers of vehicles per household in Kesgrave is broadly in line with Suffolk Coastal. However, there are distinct differences between the east and west wards within Kesgrave: the proportion of households with no vehicle is 18% in the west ward compared to 7% in the east ward. Households with 2 or more vehicles are at 51% in the east ward but 38% in the west ward. This tends to reflect the higher level of seniors residing in the west ward compared to the east. (The proportion of residents aged 65 and over is 32.9% in the west ward and 9.7% in the east ward.)

Figure 2.4: Car or Van Availability, 2011

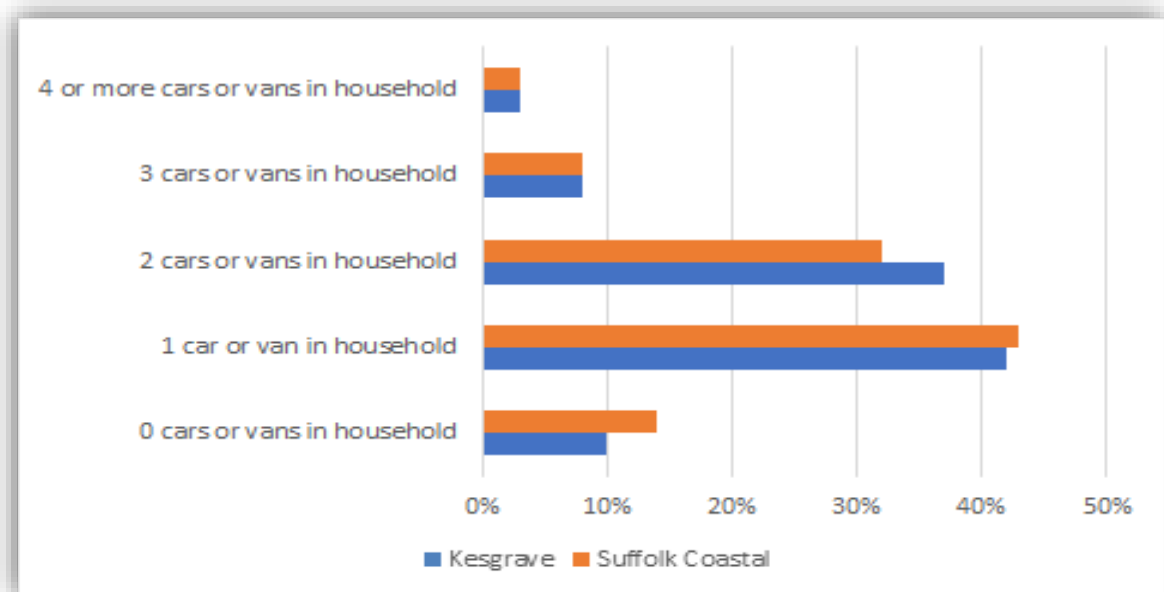
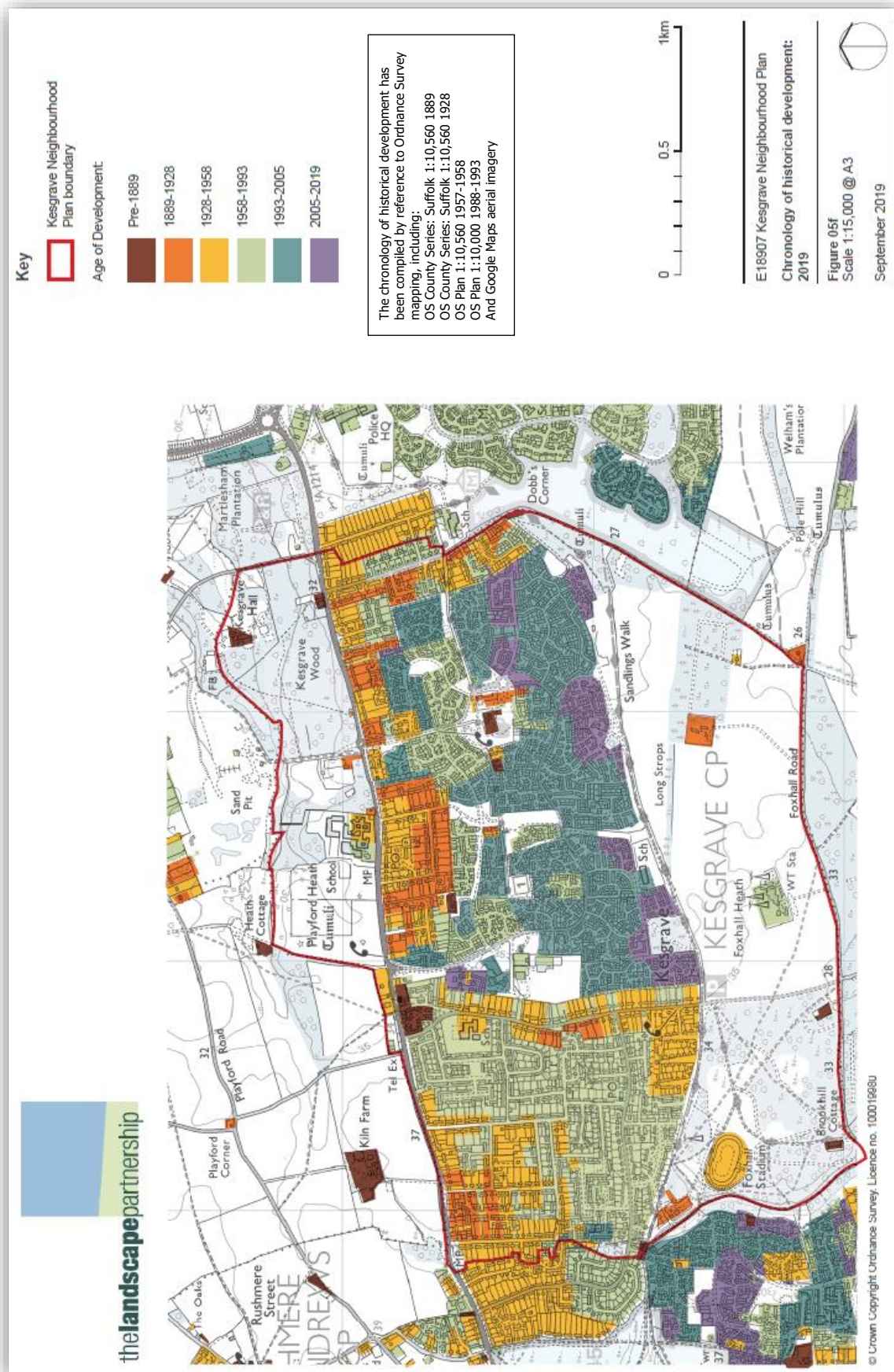


Figure 2.5: Timeline for growth of the town



Businesses and community groups

- 2.15 Kesgrave has grown to become the ninth largest town in Suffolk by population, on the way having overtaken Beccles, Brandon, Hadleigh, Halesworth, Leiston, Mildenhall and Woodbridge/Melton. It is predominantly a residential dormitory town, that is to say a largely suburban place that people live in and from where they travel to work elsewhere. 73% of those in employment travel more than 2 kilometres to their workplace with a further 6.3% having no fixed place of work. There is no major employer and less than 50 shop front businesses, the biggest of which is a Tesco convenience store.



- 2.16 There is one senior school and three primary schools in the general area that serve Kesgrave. There are five church organisations which support the community in both pastoral and material terms e.g. in some cases by making room facilities available for clubs, associations and businesses.
- 2.17 In recent years the library in town has become a very popular and thriving institution. It is considered to be one of the community's most valued assets. Book issues have increased from 10,700 in 2015-16 to 18,500 (up 74%) in 2018-19 making it the busiest small library in Suffolk (figures and comment courtesy Suffolk Libraries – see Item 06 (Suffolk Libraries Annual Report 2019) in the List of Evidence. But it does much more (as described in Item 06 in the List of Evidence): on average staff and volunteers organise 65 events and activities each quarter. In 2018-19 the total number of attendees at events per quarter were 1,400 children and 1,100 adults. The library plays an important educational role for children with class visits from local schools and a summer reading



challenge with over 500 children participating. The manager, staff and the Kesgrave Library Community Group innovate ways to change children's perceptions of reading and learning in a positive way. Added to this, for example, are weekly "Baby Bounce" sessions where refreshments are provided and a venue for socialisation for new parents and carers, helping to reduce isolation and loneliness.

- 2.18 In 2017 the library initiated an outreach programme involving weekly visits to nurseries, playgroups and reception classes that benefit nearly 5,000 more children each year. The manager won the "Services To The Community (Individual)" category in the 2018 Suffolk Coastal Business and Community Awards for transforming the library over a number of years *"into a thriving and much-loved community facility which meets the needs of children and families in the area"*. The main constraint to expanding this important contribution to the community is a lack of space in which to operate.



- 2.19 Also in the 2018 Suffolk Coastal Business and Community Awards, Kesgrave Computer Club were runners up in the "Enabling Communities" category and Kesgrave Town Councillors were runners up in the "Services To The Community (Group)" category.

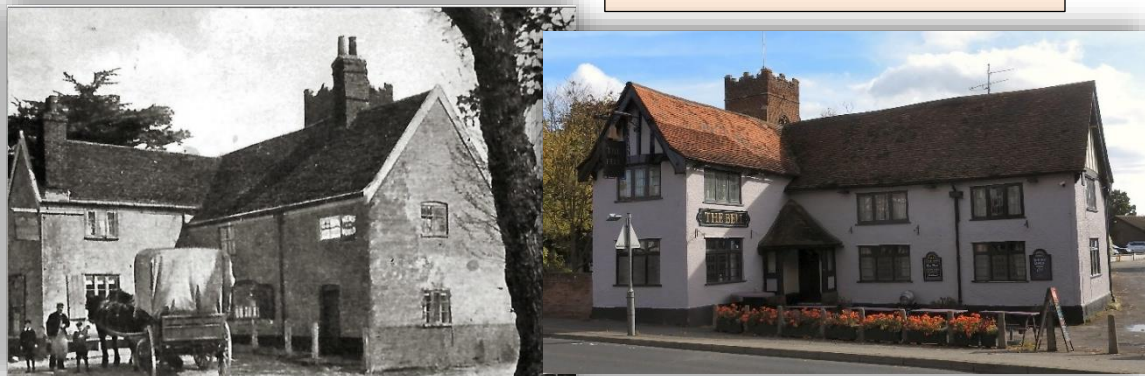
A good place to live

- 2.20 The IP5 post code area, to which Kesgrave belongs, has for some years been listed in the top 10 most desirable places to live and work in England calculated by Royal Mail in its biennial study. Good schools, access to green spaces, good employment prospects,

working hours, affordable housing and average commuting times are among the criteria used for the study.

- 2.21 The arterial route (A1214) from the A12 to Ipswich forms the northern boundary to Kesgrave's Settlement Boundary so the built-up area in the main benefits from a lack of heavy through traffic. This contributes to safe and attractive suburban living that includes: the nearby availability of excellent out-of-town shopping; easy access to the attractive coastal and country areas of Suffolk; and rail travel into London from Ipswich in 90 minutes. There is also a good network of cycle paths and some civic pride in the fact that Kesgrave High School, at around 900 cyclists, has the highest rate of pupils cycling to school in the whole of the UK.
- 2.22 The Kesgrave War Memorial Community Centre is central to the provision of recreational enjoyment in many sporting and other pastimes. There are all weather tennis courts and five-a-side football pitch, a cricket pitch with high standard practice nets, a bowls club, a gymnasium, cycle racing track and buildings that provide a venue for a wide variety of clubs and associations, from amateur dramatics to salsa dancing. However, despite this valuable facility there are many pursuits typically catered for in other similar sized towns in Suffolk that are unavailable in Kesgrave. These are described in Section 7.
- 2.23 Also vital to the community's well-being and residents' appreciation of where they live are the public open spaces and the relative proximity to countryside bordering the built up area. There are very few open spaces in certain areas which is an issue described in Section 5. Where they do exist they are a cherished part of the town landscape.
- 2.24 The Kesgrave Community Group is a closed group on Facebook and has over 9,300 members which points to a good sense of community belonging.

The Bell Inn in 1908 and 2018



Foxhall Stadium in 1958 and 2018

3 KEY CHALLENGES and ISSUES

3.1 This section provides an overview of the issues identified through various means that were considered in drawing together the Neighbourhood Plan:

- The matters raised by residents, businesses and community organisations during the extensive period of consultation described in Section 1;
- Information and opinions from knowledgeable local sources such as town councillors and town council employees based on their day-to-day interactions with people in Kesgrave, and their experience in providing comments on planning applications;
- The findings from research carried out by KNPS:
 - to draw comparison with the administrative and recreational facilities available in other towns of similar size to Kesgrave;
 - to identify the most valued open spaces and important heritage assets;
- Expert assessments commissioned as evidential documents accompanying the Neighbourhood Plan: the Kesgrave Landscape Identity Assessment and the Kesgrave Leisure and Community Facilities: Technical Evidence Summary.



3.2 Maintaining Kesgrave's Character and identity

- In Old Kesgrave residential garden development has resulted in some reported issues of loss of amenity, air quality, tight access roads, issues of flooding, loss of wild life habitats and biodiversity generally, as well as comments from residents living there now about a lack of public open space. Much of the built up area of Kesgrave falls within the Settlement Boundary where in principle policies support new development coming forward, and potential matters related to amenity and design will need to be carefully considered.
- The notably more dense design implemented by developers in the last phases of the Grange Farm estate has led to complaints about on road parking and restricted access.



- The experience of the development of the Grange Farm area has also demonstrated how small scale design matters can become issues over time that result in a degradation of the public realm, with cost implications for ensuing maintenance.
- A view shared by neighbouring communities and supported in SCLP policy is a desire to maintain the areas of undeveloped land between settlements, recognising that these gaps help protect the town's and nearby villages' individual character. This was considered important enough an issue to call upon the services of an expert firm to carry out the landscape assessment referred to in paragraph 3.1 above.

3.3 Environment and Heritage

- The Technical Evidence Summary (Item 22 on the List of Evidence) shows there is no formal park provision and amenity green space and churchyard and cemetery provisions are low.
- Residents placed a high importance on all types of green space in the survey, with those we have being much cherished and well utilised; with access to them on foot and by bicycle important.
- Allotment provision is non-existent and despite residents' requests, no land was made available. An allotment had to be set up by Kesgrave residents in a neighbouring village.
- The town has a modest but valued range of heritage assets that residents wish to see preserved.
- Survey responses placed a high importance on energy and resource efficiency in the home as well as health-related environmental factors such as air quality.
- Engagement with businesses showed a desire for support with local promotion and marketing, and retaining and increasing the number of small businesses locally would make a contribution as an alternative to driving out of town.
- When asked what uses could be made of the current public open space, 80% wished to see it protected as such with 62% also wishing it to be maintained to encourage biodiversity and wildflowers.



3.4 Facilities and Well-being

- Compared with other similarly sized Suffolk towns Kesgrave has no football ground (despite having two football clubs running between them 60 teams), no golf course or range, hockey pitch (or club), rugby pitch (or club), squash courts or swimming pool. This is expanded upon with further analysis in Section 7 below.

- The demographic profile in Kesgrave shows a significantly younger population when compared for instance with Woodbridge which is materially better off for sports and recreational facilities.
- A third of residents in the survey said that facilities were not suitable for the activities they undertake and 28% said they use facilities elsewhere with swimming facilities mentioned in particular.
- During the engagement process with sporting clubs and associations, almost all stated that they do not have enough venues for training and events in order to fulfil the needs of their members.
- The Kesgrave Leisure and Community Facilities - Technical Evidence Summary (Item 22 on the List of Evidence) shows that the provision of major facilities in Ipswich was considered sufficient and this goes against the desire of residents to access these facilities locally.



3.5 Roads, Transport and Safety

- In the residents' survey and subsequent engagement process it was clear that issues of vehicle congestion and safety at key road junctions serving Kesgrave are a continuing concern. This is expanded upon with further analysis in Section 8 below.
- The aforementioned Technical Evidence Summary (Item 22 in the List of Evidence) shows that although there are a good number of footpaths and cycleways in the area that are well used, these are often fragmented, poorly maintained and unsuitable for wheelchair/ mobility scooter/ pushchair access.
- The resident survey results showed that nearly two-thirds of respondents identified the issue of vehicles restricting access (blocking entrances, pathways and grass areas) as a problem.



4 VISION AND OBJECTIVES

A vision for Kesgrave

- 4.1 At the outset of the Neighbourhood Plan development process, Kesgrave Town Council liaised with nearby parish councils and the collective view was a desire to maintain the existing separation between each area and the sense of belonging to their own town or village. This is acknowledged in SCLP in the Settlement Coalescence section and confirmed in SCLP Policy SCLP10.5 (Settlement Coalescence). The concept is an important context for our vision which is set out as follows:

We see Kesgrave as remaining an attractive town to live in which is still a geographically distinct settlement from others on the east side of Ipswich and it remains a town where residents:

- still enjoy the surrounding countryside, wooded areas and green open spaces within the built-up area;
- have access to sporting and recreational facilities of a scale that reflects the size of the population;
- have less dependence on the car for local journeys; and
- feel a genuine sense of belonging to a vibrant, caring community.

Objectives of the Neighbourhood Plan

- 4.2 The objectives of the Neighbourhood Plan as identified through engagement with the community are as follows:

Objective One:	To protect the character and identity of Kesgrave, particularly in respect of preserving the established openness of the built-up areas and its separation from neighbouring communities.
Objective Two:	To enhance and protect the quality of our green spaces and landscaping.
Objective Three:	To ensure that air quality in Kesgrave is not worsened.
Objective Four:	To ensure wildlife thrives and wildlife corridors are protected and enhanced
Objective Five:	To preserve our heritage assets.
Objective Six:	To expand and enhance the range and quality of recreational and sporting facilities so that they more fully serve the needs of Kesgrave's community today.
Objective Seven:	To provide genuine alternatives to the car for local journeys particularly on foot and by bicycle.
Objective Eight:	To increase the provision of usable off-road parking in order to enhance the character of Kesgrave and improve pedestrian and cycle safety.

5 MAINTAINING KESGRAVE'S CHARACTER and IDENTITY

5.1 *Objective 1 is to protect the character of Kesgrave, particularly in respect of preserving the established openness of the built up areas and its separation from neighbouring communities.*

5.2 When Old Kesgrave (see description in paragraph 2.3) was developed in the post-war period, little consideration was given to the provision of open spaces for public use in the belief that dwellings had large gardens and private space for residents to enjoy



and community spaces were not needed. Over time some houses have been extended, and further residential development has taken place in conjunction with close neighbours. In principle such developments are supported where they are within the Settlement Boundary. Past developments have often comprised smaller dwellings with smaller gardens. The following issues in particular have been identified as potential concerns:

- Instances of single lane gravelled/unadopted roads for vehicular access that are tight rendering large/emergency vehicle access difficult. Off road parking space is also often limited.
- A loss of wild life habitats and biodiversity generally.
- During previous resident engagement days and in the consultation phase of the Neighbourhood Plan, people who now live in these areas have frequently remarked on the lack of public open spaces available to them nearby. The reduction in green space therefore has affected residents' sense of well-being.

KNPS believes that the efficient use of land for housing development should be balanced with safeguards that account for existing and future residents' amenity and sense of well-being and this is the purpose of Policy KE1.

POLICY KE1: INFILL and RESIDENTIAL GARDEN DEVELOPMENT

All residential infill development within the Settlement Boundary should reflect the character and density of the surrounding area and protect the amenity of neighbours. It should demonstrate that it has regard to the scale, mass, height and form of its neighbours, avoiding over-development and should not generate a cramped form of development. It should demonstrate that it will avoid over-development by ensuring that:

- i. its scale, mass, height and form do not result in significant loss of amenity of neighbouring properties through issues such as overlooking, loss of light or over-bearing forms of development
- ii. adequate parking and turning spaces are available for the proposed and existing properties and occupiers.

5.3 The design applied by the developers in the last phases of the Grange Farm area development (this is the area to the south of Ropes Drive) has also created issues. The layout is noticeably more dense than the earlier phases, with houses (many on three storeys) that have small gardens serviced by relatively narrow access roads. The development incorporated cycling, walking and public transport infrastructure aimed at encouraging movement other than using cars and so less parking space was provided. However, a lack of maintenance of the infrastructure discourages use of these alternatives. Amongst other things, this has led to complaints by residents related to on road/pavement parking (dealt with later) and a fear that emergency vehicles may not be able to get through when necessary.

5.4 There are certain other small scale design matters which, the experience of the development of Grange Farm has demonstrated, can become issues over time if not addressed properly at the design and building stage. Such matters have often resulted in a degradation of the public realm, with remedial and maintenance costs falling on the public purse. Good design – which over the long term is closely linked to effective management - should seek to minimise such costs. Examples include:

- ensuring no motor vehicular access into public green open spaces, apart from for maintenance/operational purposes;
- designing railings and other boundary structures/features so that they are long lasting (through the use of appropriate materials and design);
- ensuring the siting of new trees in proximity to footpaths and cycleways avoids surfaces subsequently becoming uneven through root action;
- ensuring grassed areas for formal recreation are prepared correctly so they can meet the highest activity standards should users reach a high level of competition;
- ensuring boundary fences and walls which run close to the edge of a property do actually run along the boundary rather than slightly inside it leaving strips of land neglected;
- avoiding the use of “ransom strips” which have led to boundary disputes, double fencing and unmanaged derelict areas.
- learning from experience regarding what does not work, e.g. reliance on old, poorly maintained soakaways to address regular flooding problems; and
- ensuring effective and enduring management arrangements for wooded areas to protect their status.



These are not all matters that can be dealt with in planning policy but they should form part of discussions, as to future ownership and responsibilities for the management of common areas and the division of responsibilities for the public realm where appropriate.

- 5.5 In reference to SCLP Policy SCLP4.12 (District and Local Centres and Local Shops), SP9 in SCCS and SP30 in the 2017 Site Allocations Plan the Neighbourhood Plan envisages that Kesgrave's indicative contribution towards the overall housing requirement over the plan period will also come from the provision of above ground floor dwellings associated with the provision of additional ground floor business premises. This will also address residents wish to have access to potentially more leisure facilities and shopping locally as well as providing additional opportunities for nearby employment and lower cost housing. The Kesgrave District Centre is defined on the Policies Map in Section 9.
- 5.6 During 2018 planning permission was granted at Mead Drive for the type of development envisaged (see plan below). This will provide nine dwellings and other sites exist within the Settlement Boundary sufficient to supply the remaining minimum one dwelling required and more. Consultation has taken place with the landowner's agent regarding two other sites within the District Centre which has confirmed that mixed use is an option for the development of both plots.



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POLICY KE2: RESIDENTIAL USES IN KESGRAVE DISTRICT CENTRE

Residential development in the Kesgrave District Centre, as identified on the Policies Map will be supported where it is part of a mix of uses that are suitable for a District Centre that comprise above ground floor dwellings and provide additional shopping, leisure or employment opportunities.

Landscape and Coalescence

- 5.7 SCLP notes (paragraphs 10.42.and 10.43) that there are a number of locations where important undeveloped areas of land exist between settlements and that these gaps help protect their identity and character and give the sense of leaving one place and arriving at another. Feedback from community engagement undertaken by KNPS together with public consultations on past development proposals regarding the areas surrounding Kesgrave stress the importance of the town retaining its individual identity. This view is very much shared by our neighbouring communities.
- 5.8 SCLP Policy SCLP10.5 (Settlement Coalescence) states that development of undeveloped land and intensification of developed land between settlements will only be permitted where it does not lead to the coalescence of settlements through a reduction in openness and space or the creation of urbanising effects between settlements and that neighbourhood plans may include policies addressing local issues related to settlement coalescence. In response to resident feedback KNPS felt it an important opportunity to address.
- 5.9 The landscape in which Kesgrave is located is particularly important to its setting and a reflection of its historical development. To the north is well-wooded agricultural countryside that drops down, beyond the parish boundary, to the Fynn Valley. To the east and south, the town's Sandlings heritage is more evident, with areas of remnant heath and woodland (Martlesham Heath) and reclaimed heathland arable land (Foxhall Heath) divided by established shelter belts and further blocks of woodland. These landscapes are what helps define Kesgrave and give it its identity.
- 5.10 Protecting the separate identity of Kesgrave is a key part of the vision for the Neighbourhood Plan. Maintaining the gaps that remain between the built-up areas of Kesgrave and those respectively of Rushmere St Andrew and Martlesham Heath, and preventing them being perceived as a single 'East of Ipswich' suburb is considered essential. Residents have repeatedly expressed a strong desire to safeguard against encroachment upon the rural character beyond the Settlement Boundary to the North and South. The views over countryside, into and out of Kesgrave; the biodiversity and wildlife corridors; and the community value of the landscape for recreation and amenity are considered critical to the community's sense of both identity and well-being.
- 5.11 Accordingly, as part of the evidence base for the Neighbourhood Plan, KNPS commissioned a Landscape Identity Analysis (see Items 09-10 in the List of Evidence):



- to provide a baseline description of the landscape in which Kesgrave is located, with particular emphasis on what makes it special and distinctive, i.e. what gives the town its identity; and
- to analyse the contribution that various parcels of undeveloped land beyond the Settlement Boundary make to providing the town's landscape setting and maintaining its separation from Rushmere St Andrew and from Martlesham.

5.12 The Landscape Identity Analysis will assist the planning authority in making informed decisions as to whether any future development accords with the needs of Kesgrave residents reflected through the policies in this Neighbourhood Plan, and KTC in making sound planning consultation responses.

5.13 The key landscape features that give Kesgrave its identity can be physical or perceptual (how the landscape is perceived by those that use it, e.g. visual qualities, any sense of tranquillity, contribution of character beyond the boundaries).

Physical features include:

- Gently undulating topography and rural valley character associated with Butler's Brook to the north of Main Road.
- References to its former heathland status and evidence of late enclosure: open character, scale of fields, lack of hedged boundaries and geometric field pattern.
- Woodland blocks including: woodland at Foxhall Heath and the speedway stadium, Dobbs Wood, Fentons Wood, Kesgrave Wood, and roadside strips and avenues.
- Woodland belt to the south of Long Strops and other lines of trees filtering views towards Grange Farm from the south.
- Long Strops linear route, containing the route of the Sandlings Walk.



Perceptual attributes include:

- Sense of openness and rural countryside between Kesgrave and Rushmere St Andrew and relative remoteness and emptiness between Kesgrave and Foxhall.
- Open views across farmland from points to the south, with the town set in a vegetated framework.
- Flat topography meaning that only roofs are generally visible, but not prominent, in glimpsed views from the north.
- The wooded skyline created by blocks of woodland beyond the parish bounds that help create a degree of visual containment.

- Tree lined views along roads, e.g. Dobbs Lane.

5.14 The following attributes, some beyond the parish boundary, contribute to the landscape setting of the town (it is acknowledged that the Neighbourhood Plan cannot directly influence development beyond its boundary):

- Foxhall Heath including Foxhall Stadium separating parts of Kesgrave from Rushmere/Rushmere St Andrew.
- Wide, open farmland south of the town, reflecting late enclosure from former heathland.
- Narrow band of heath, in particular Martlesham Heath, separating Kesgrave and Martlesham.



- Agricultural land and woodland between the parishes of Playford and Little Bealings to the north.
- Land around Kiln Farm that functions as a gap between Kesgrave and Rushmere St Andrew.
- Woodland associated with Martlesham Plantation – important in creating a break in development between Kesgrave and Martlesham.
- Rushmere Heath to the west.

5.15 Landscape attributes such as recreation facilities that make the town special to users and thus valued, include: Long Strops, including Millennium Sportsground and Pavilion; Sandlings Walk, a promoted long distance footpath; Foxhall Stadium, Mill Stream Local Nature Reserve (LNR) and Sandlings LNR; and open access land between Kesgrave and Martlesham Heath.

POLICY KE3: MAINTAINING KESGRAVE'S IDENTITY

Development will be permitted where it would not:

- a) compromise the appreciation of the key landscape features that give Kesgrave its identity;
- b) increase coalescence with adjoining settlements, or reduce the sense of Kesgrave as a distinct and separate settlement; and
- c) have a detrimental impact on the key views specified on the Policies Map.

6 ENVIRONMENT and HERITAGE

Environment and open spaces

- 6.1 *Objective 2 is to enhance the quality of our green spaces and landscaping.*
- 6.2 Information in the following paragraphs 6.3-6.5 is based on the Neighbourhood Plan survey which took place in the early period of consultation. The results reflect a general recognition of the health and well-being benefits of green open spaces.
- 6.3 Residents wish to make the most of the town's open spaces; encourage respect in the use of the town's spaces and facilities; and ensure they are accessible and welcoming.

- 6.4 Residents placed a high importance on all types of open spaces in the survey. Comments mentioned various natural uses like tree planting, a pond or woodlands. A few comments specifically mention facilities for pensioners and dog walkers. People said they generally like the



- existing open spaces as they are, with the focus being on their maintenance. This is supported by the fact that there were fewer positive responses to using spaces as a playing fields or play area, as this could perhaps disturb and destroy the existing space. Based on comments provided at the community engagement forums and in Q&As after presentations to community groups (Women's Institute and Co-op Women's Guild) Long Strops is clearly the most important green space in Kesgrave.
- 6.5 Asked if land or buildings should be purchased or adopted to provide additional local amenities, almost 60% of residents thought more green space should be provided, with 54% identifying a nature reserve, 49% a community wood and 37% allotments.
- 6.6 The Technical Evidence Summary shows that there is no formal park provision in the Kesgrave sub-area; amenity green space and churchyard and cemetery provisions are low; and greenspace provision is low; and we have the second lowest level provision for cemeteries in Suffolk Coastal – 0.19 hectares per 1,000 population compared with a district average of 0.45 hectares (source: Suffolk Coastal Open Spaces Assessment 2014).
- 6.7 As one resident put it: *"Yes Grange Farm makes the most of its green spaces but there's not very much; we NEED what we have left, it's not just a question of want. We NEED it for our very identity and character, for our wellbeing, to preserve our heritage and for future generations."*
- 6.8 It is therefore important that not only are green spaces protected (as reflected in SCLP Policy SCLP8.2 (Open Space)) for the benefit of the community but access to them on foot

and by bicycle is enhanced. The existing network of cycle paths and footpaths is generally considered to be good and relatively extensive in Kesgrave but if access to a particular space is poor then it is less likely that it will be visited by local residents. For cyclists, this also includes the provision of appropriate cycle parking.

- 6.9 SCLP Policy SCLP7.1 (Sustainable Transport Development) states that proposals should be designed to incorporate measures to encourage travel using non-car modes and this includes the safe design and layout of new cycle routes and provision of covered, secure cycle parking. The location and design of cycle parking should be a serious consideration because poorly located or designed facilities may go unused and can result in precarious and unsafe parking or cycles left lying on the ground causing trip hazards. The Cyclists' Touring Club (CTC), a charitable membership organisation supporting cyclists and promoting bicycle use in conjunction with Sustrans, a walking and cycling charity, has published guidance and standards in their joint publication "Cycle Parking" which represents UK best practice that developers, building owners and others are encouraged to consult and implement.
- 6.10 The Suffolk Coastal Open Spaces Assessment 2014 notes that Kesgrave has the lowest per capita levels of provision of allotments in the district. Whilst allotment provision was preferred by the community, the limited land available for such provision means that alternative solutions are required. Kesgrave residents are active members of Kesgrave Allotments (KALGA) located in Playford parish and the Oak Tree Low Carbon Farm in Rushmere St Andrew parish. Demand could not be met within Kesgrave. KALGA has individual and shared allotments (nearly 100 demonstrating demand) and the Oak Tree Farm is a shared community growing space on 4 acres with areas set aside for wildlife/biodiversity (home to relatively rare species such as Skylarks, Barn Owls and Stag Beetles). The two schemes are popular and offer different things to meet different needs and interests. Another type of provision that is increasing elsewhere is participation in small growing spaces provided in communal areas outside residential developments. This can be as simple as a few raised planting beds. These have the advantage of being close to residents so they can participate in growing whilst engaging with fellow residents.

POLICY KE4: BENEFITS OF GREEN AND COMMUNITY GROWING SPACES

- a) Development proposals, where appropriate, are encouraged to improve access for pedestrians and cyclists to public green spaces as well as contribute towards the provision of supporting infrastructure such as cycle parking.
- b) In order to enhance local food growing networks, new residential developments will be encouraged to provide defined growing spaces in communal areas that will contribute towards health and well-being appropriate to the scale of development. In addition, the provision of productive public green spaces such as community orchards is encouraged.

Local Green Space designations

- 6.11 Under the National Planning Policy Framework (NPPF) as updated in 2019, Neighbourhood Plans have the opportunity to designate Local Green Spaces which are of particular importance to the local community. This will afford a significant level of protection from development consistent with green belt land. Paragraph 100 of the NPPF states: *"The Local Green Space designation should only be used where the green space is:*
- a) in reasonably close proximity to the community it serves;*
 - b) demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife; and*
 - c) local in character and is not an extensive tract of land."*
- 6.12 The importance of our open spaces is well established throughout the Neighbourhood Plan. All green and open spaces are considered valuable, indeed precious, but the following areas in particular call for special treatment and protection. A full rationale including landowner consultation is provided in the Local Green Space Analysis & Designation Schedule
- a) Long Strops bridleway and associated wooded areas and hedgerows together with the attaching Millennium Sports Ground. Long Strops is a public bridleway and open space which is 2.2kms long between Bell Lane and the end of Dobbs Wood. It is an important green corridor for people, pets and wildlife. Long Strops Kesgrave Dog Walkers was established as a Facebook group in October 2018 and has 165 members.
 - b) Cedarwood Green and Cedarwood Walk. This is amenity land on the south side of Ropes Drive and houses a multi-use games area and teen shelter that was developed in consultation with local young people. Cedarwood Walk is an open space that is a purpose-built community walkway separating the adjacent built-up areas. It includes four sculptures by Laurence Edwards, FRBS.
 - c) Legion Green. This is land on the west side of Ropes Drive that has particular historic significance, being home to the town's war memorial. It also acts as a place of tranquillity for the local community.
 - d) Oaks Meadow and Pergola Piece. This is centrally located in the Grange Farm area and is its most significant open space. Popular with dog walkers, it includes a play area for all ages and an all-weather junior football pitch.
 - e) Bretts Wood. This is an area on the western boundary of the neighbourhood area, providing approximately five acres of densely wooded terrain. It has a pathway on both sides leading up to St Agnes Way and is popular with dog walkers. The area has a rich wildlife, being a significant habitat for a range of birds and insects.
 - f) Grange Meadow. This includes Cardew Drift, Jubilee Copse, Pilboroughs Walk and the Sundial and is a significant amenity space in the centre of the east ward. It has had a number of trees planted as part of a community project, a children's play area and is popular with dog walkers.

- 6.13 The areas specified above taken together are the much cherished and well utilised open spaces and facilities that are the foundations of the whole community. In a densely populated town with limited access to sporting and recreational facilities and genuine open land with a rural feel these sites are considered critical to the well-being of the community. Other open spaces also highly regarded, but not considered to have fully met all of the eligibility criteria mentioned in 6.11, have been listed in the accompanying evidence document Local Green Space Analysis, Designation & Consultation.
- 6.14 As stated in Policy KE5 below, the areas are shown together on the Policies Map in Section 9 but also individually in Appendix A.

POLICY KE5: LOCAL GREEN SPACES

The following areas as shown on the Policies Map, including where applicable all bordering hedges, are designated as Local Green Spaces:

- A. Long Strops Bridleway and all associated wooded areas and hedgerows including Century Drive Woods, Dobbs (or Kesgrave) Wood and Fentons Wood, plus the Millennium Sports Ground.
- B. Cedarwood Green and Cedarwood Walk.
- C. Legion Green.
- D. Oaks Meadow and Pergola Piece.
- E. Bretts Wood.
- F. Grange Meadow (including Cardew Drift, Jubilee Copse, Pilboroughs Walk and the Sundial).

Proposals for development on these Local Green Spaces will not be permitted, except in very special circumstances unless it is clearly demonstrated that it will enhance the role and function of the identified Local Green Space.

- 6.15 Where the removal of trees and vegetation from a Local Green Space designated in Policy KE5 relates purely to the management responsibilities of the owner of a designated space it is not expected to require permission unless under the jurisdiction of other policies related to trees and landscape, for example a Tree Preservation Order.
- 6.16 Dobbs Wood plus a portion of the land bordering the wood to its south east side (not covered by the Local Green Space designation specified in KE5A above) is identified in SCLP policy as an 'Area to be Protected from Development'. (Suffolk Coastal Site Allocations and Area Specific Policies DPD Policy SSP39/SCLP Policy SCLP11.9 (Areas to be Protected from Development)). As the two designated areas are not contiguous both policies will apply.

Air quality

- 6.17 *Objective 3 is to ensure that air quality in Kesgrave is not worsened..*
- 6.18 We wish to minimise the number of car miles driven by residents; encourage healthier movement options (walking and cycling); increase the use of public transport; see traffic congestion addressed positively; and discourage resident actions that threaten air quality and cause nuisance for neighbours.

6.19 According to the 2018 Air Quality Annual Status Report for Suffolk Coastal and Waveney District Councils (Item 12 in the List of Evidence) the main source of emissions within the area is road traffic which means that the pollutants of most concern are nitrogen dioxide (NO₂) and particulate matter. NO₂ is measured by automatic analysers and diffusion tubes. There is one automatic analyser in Woodbridge and there are 53 diffusion tube monitoring locations covering 11 areas, one of which is Kesgrave which has two. There appears to be no monitoring of particulates. The annual average measured concentrations for the NO₂ monitors (which are both positioned on Main Road near the Bell Inn) are shown in the table at Figure 6.1 below. In 2017 and 2018 the results were on average respectively only 12.5% and 22.5% below the annual mean air quality objective and European obligation (see Item 13 European Commission Air Quality Standards in the List of Evidence). This is against the district trend where concentration measurements have been generally in decline. Vehicle idling is a generally recognised cause (see Item 14 Air Quality Expert Group – NO₂ in the UK (page 3) and Item 15 Levels Of Ambient Air Pollution According To Mode Of Transport (page 1) in the List of Evidence) and in Kesgrave the regular traffic congestion along Main Road and the Bell Lane and Ropes Drive approaches to the interconnecting lights and roundabouts are of particular concern in this regard. In this context it is worth noting that according to Suffolk County Council's Ipswich Northern Routes Study Stage 1 Progress slides report from January 2017 (see Appendix 07 Ipswich Northern Routes Initial Study - Slide Presentation, specifically slide numbers 11 (Existing Congestion 2015 CRF) and 12 (Baseline Congestion 2031 Forecast CRF)) their relative measure of traffic congestion shows Main Road was predicted to increase from 70-80% in 2015 to 80-90% by 2031.

Figure 6.1: Nitrogen Dioxide Concentration Measurements, 2014-18

Diffusion Tube ID	Location	NO ₂ Annual Mean Concentration (µg/m ³) [Annual mean air quality objective and European obligation is 40]				
		2014	2015	2016	2017	2018
KSG 9	Main Road opp Bell Inn	29	28	28	32	30
KSG 10	Main Road nr Bell Inn	-	-	-	35	35

- 6.20 Responses to the residents survey showed that people place a high importance on energy and resource efficiency in their homes as well as health-related environmental factors such as air quality. In addition to the two NO₂ monitors mentioned above, two more were in place throughout 2017 located at Bell Lane and Dobbs Lane. These were part funded by KTC in response to residents' concerns which is further evidence of the importance the community places on this matter. The additional monitors showed NO₂ levels respectively at 17µg/m³ and 16µg/m³. The monitors were withdrawn by Suffolk Coastal District Council on the grounds that these results were considered to be insignificantly low.
- 6.21 Engagement with the business community showed a strong desire for support with local promotion and marketing. Retaining and increasing businesses locally is a better alternative to residents having to drive out of town in this context.

6.22 Several suggestions were made throughout the consultation period on how to address car usage, for example, increase the facilities locally and improve access by cycling to others nearby so that residents can reduce their car miles; reduce traffic congestion; encourage the use of electric cars with charging facilities; and discourage garden disposal burning and the use of wood burners that cause nuisance to neighbours.



6.23 SCLP includes Policy SCLP7.1 (Sustainable Transport) which requires development proposals to be designed from the outset to incorporate measures that will encourage people to travel using non-car modes and provide safe pedestrian and cycle access to services and facilities. KNPS considers this to provide sufficient basis for addressing the issues raised in a planning context and has also listed certain relevant non-policy actions in Section 10. These are issues and ideas to be taken up by KTC and the wider community in the context of climate change, modal shift and general support for the Climate Emergency movement.

Wildlife conservation

6.24 *Objective 4 is to ensure wildlife thrives and wildlife corridors are protected and enhanced.*

6.25 KNPS are grateful to Suffolk Wildlife Trust for the following information on the wildlife characteristics of Kesgrave. This should be read in conjunction with the Map of Ecological Networks in Appendix B. Whilst the built areas of the parish of Kesgrave are well defined, much of the land beyond is occupied by semi-natural habitat, including both statutory and



non-statutory designated sites. Part of one statutory designated Site - Sinks Valley, Kesgrave, Site of Special Scientific Interest (SSSI) lies in north of the parish. Another designated site, included within the Ipswich Heaths SSSI, is situated adjacent to the eastern parish boundary. SSSIs represent areas of national importance due to their flora, fauna, geological or physiological features. Kesgrave also has two 'locally designated' County Wildlife Sites within/overlapping the parish boundaries: Kesgrave Wood and Sinks

Valley in the north (adjacent to the SSSI) and Foxhall Stadium Wood to the south-west. County Wildlife Sites support priority habitats and species and complement statutory protected areas and nature reserves by providing additional habitat and by contributing to the wider ecological network. There are also a number of undesignated semi-natural features within the parish which qualify as priority habitat, including lowland mixed deciduous woodland, lowland heathland and hedgerows. These also provide wildlife corridors between the above-named sites. Collectively, all these habitats combine to form a network of ecological corridors both within the parish and linking to other important habitats within the wider area beyond the parish boundaries.

6.26 Kesgrave is therefore situated within an exceptionally high-quality ecological network with excellent habitat connectivity. It is important that policy covering the Neighbourhood Area protects existing ecological assets and encourages the restoration, enhancement and reconnection of the ecological network.

6.27 When asked in the resident survey what uses could be made of the current public open space, 80% wish to see it protected as an open space and social centre with over 62% also wishing it to be maintained to encourage biodiversity and wildflowers.

6.28 The Long Strops hedge was planted in 2000 with native species such as Hawthorn, Field Maple and Hazel to help wildlife. In 2008 pupils from Cedarwood Primary School and Kesgrave High School planted a similar hedge by Cedarwood Green.



6.29 Kesgrave Conservation Group (KCG) was formed in 2010 to improve wildlife habitats in Kesgrave in response to growing interest in how to conserve threatened wildlife such as birds, butterflies and bumble bees. KCG works in partnership with town and district councils to improve and maintain the open spaces and landscaping across Kesgrave. The group has undertaken several projects from wildflower and tree planting, to hedge and public open space rejuvenation at Pergola Piece, Pilboroughs Walk and the largest at Jubilee Copse where over 100 trees have been planted over the five years to 2019. To introduce the next generation to conservation work the group is working with 1st Kesgrave Cubs. (See Item 16 Kesgrave Conservation Group Report (2019) in the List of Evidence.

6.30 There is also a partnership with Heath Primary Gardening Club and we wish to support conservation and protection initiatives promoted by Suffolk Wildlife Trust and similar agencies: from the provision of new species-rich meadows/buffers next to developments, to the installation of hedgehog-friendly fencing.

6.31 At the local scale, the design of individual buildings and green and open spaces, including private gardens, will help to ensure that many of the species that are in Kesgrave can not only survive but thrive. This is crucially in line with the national planning guidance for

achieving net biodiversity gain through all new development. Examples of wildlife-friendly features (confirmed by Suffolk Wildlife Trust as being relevant to Kesgrave) include:

- incorporating integral bird and bat boxes under the eaves of the new houses;
- creating artificial nests sited in places away from windows and doors to support roosting sites for bird and bat populations;
- pre-cut holes in fences for hedgehogs to more effectively move across neighbourhoods to forage;
- new planting schemes for nectar-rich plants to support bees and other pollinators.

6.32 SCLP Policy SCLP10.1 (Biodiversity and Geodiversity) states that development will be supported where it can be demonstrated that it maintains, restores or enhances the existing green infrastructure network and positively contributes towards biodiversity and/or geodiversity through the creation of new habitats and green infrastructure and improvement to linkages between habitats, such as wildlife corridors and habitat 'stepping stones'. All development should follow a hierarchy of seeking firstly to avoid impacts, mitigate for impacts so as to make them insignificant for biodiversity, or as a last resort compensate for losses that cannot be avoided or mitigated for. Adherence to the hierarchy should be demonstrated.



POLICY KE6: WILDLIFE CONSERVATION

Development proposals are required to contribute positively towards the biodiversity of Kesgrave by retaining the features of biodiversity importance on the site as part of a development and providing wildlife-friendly features as part of the design of new buildings and open spaces. Where possible these features should connect to existing ecological networks and development should enhance wider ecological networks including protecting existing trees for the benefit of wildlife and providing additional trees wherever appropriate.

Heritage assets

6.33 *Objective 5 is to preserve our heritage assets.*

6.34 Kesgrave is a predominantly modern-built town but it is located in an area that has some notable heritage assets, some with considerable historical significance.

6.35 Heritage assets are considered in two basic types being designated and non-designated. Designated heritage assets are protected under government policy and do not need to be designated by district councils or neighbourhood plans. Non-designated assets that meet certain eligibility criteria set out by ESC (see 17 SCDC Criteria for Identification of Non-Designated Heritage Assets in the List of Evidence) may be considered for inclusion in the Neighbourhood Plan.

- 6.36 In accordance with SCLP (paragraph 11.34) non-designated heritage assets should possess a degree of heritage significance that merits consideration in planning decisions. They can be either buildings or structures, or non-built assets and the Neighbourhood Plan is encouraged to identify those within Kesgrave. Non-designated heritage assets are not protected in the same way as Designated Heritage Assets but their identification as a non-designated heritage asset becomes a planning consideration when determining applications.



Kesgrave Hall



Grange Farmhouse

- 6.37 Assets that are designated in Kesgrave are:
- a) Four Grade II listed buildings being the Bell Inn, Church of All Saints, Grange Farmhouse and Kesgrave Hall; and
 - b) Bowl barrows or tumuli (funerary monuments) at a site to the west of Kesgrave High School buildings plus two in the south west of Dobbs Wood. These date back to prehistoric times and are monuments scheduled under the Ancient Monuments and Archaeological Areas Act 1979 as amended as they appear to the Secretary of State to be of national importance.
- 6.38 In reference to Item 18 Historic England Advice Note 7 - Local Heritage Listing in the List of Evidence, certain non-designated heritage assets have been described and listed in Appendix C and, in each case, how the asset meets the necessary ESC criteria for such a

listing. Included are some significant features from more modern times that reflect the important role the area had in covert communications during the Cold War and the early development of the computer.

POLICY KE7: NON-DESIGNATED HERITAGE ASSETS

The following are designated as non-designated heritage assets, as shown on the Policies Map, and any development affecting them or their setting will need to balance the scale of any loss or harm to them or their setting with the significance:

- A. Foxhall Radio Station/Aviation Museum
- B. The Computer
- C. Dobbs Grave
- D. Pump House
- E. War Memorial
- F. Mileposts/Milestones
- G. Cedarwood Walk Sculptures

7 FACILITIES and WELLBEING

7.1 *Objective 6 is to expand and enhance the range and quality of recreational and sporting facilities so that they fully serve the needs of Kesgrave's community today.*

Kesgrave's facilities do not compare well

7.2 Figure 7.1 is a comparison of Kesgrave's administrative, social, sports and recreational facilities with other Suffolk towns of similar size. Although not a precise like for like comparison, and acknowledging that market towns also serve a hinterland and have a tourism role, this nonetheless shows that Kesgrave is comparatively lacking in several significant areas.

Figure 7.1: Comparison of facilities with other Suffolk towns, 2019

SUFFOLK TOWNS COMPARISON OF FACILITIES								
	Beccles & Worlingham	Brandon	Haverhill	Newmarket	Stowmarket	Sudbury	Woodbridge & Melton	Kesgrave
Population (2011 Census)	13,868	9,636	22,041	20,384	21,028	22,213	11,467	14,402
Railway Station	Y	Y	N	Y	Y	Y	Y	N
Bus Station	Y	Y	Y	Y	Y	Y	Y	N
Police	N	Y	N	N	N	N	Y	N
Comm Engagement Officers	Y	N	Y	N	Y	Y	N	N
Fire	Y	Y	Y	Y	Y	Y	Y	N
Ambulance	Y	Y	Y	Y	Y	Y	N	N
Fuel Filling Station	3	2	5	4	4	4	2	0
Citizens Advice Bureau	Y	Y	Y	Y	Y	Y	Y	N
Hospital (NHS)	Y	N	N	N	N	N	N	N
Medical Centre/GP Surgeries (NHS)	1	2	2	3	3	3	2	1
Dentist (NHS)	3	2	2	8	6	9	4	1
School / College	2	1	1	1	1	1	2	1
School Primary	5	4	3	3	3	4	4	2
Vets	1	1	2	9	5	4	4	1
Post Office	3	2	3	5	3	5	3	2
Cinema	Y	N	Y	Y	Y	Y	Y	N
Theatre	Y	N	Y	Y	Y	Y	Y	N
Comm/Conf Centre	Y	Y	Y	Y	Y	Y	Y	Y
Sports Hall/Leisure Centre	Y	Y	Y	Y	Y	Y	Y	Y
Bowls (Indoor)	Y	Y	Y	Y	Y	Y	N	Y
Bowls (outdoor)	Y	Y	Y	Y	Y	Y	Y	Y
Cricket Pitch	Y	N	Y	Y	Y	Y	Y	Y
Fitness (Multi-station studio)	Y	Y	Y	Y	Y	Y	Y	Y
Football Ground	Y	Y	Y	Y	Y	Y	Y	N
Floodlit all weather (3G) pitch	Y	Y	Y	Y	Y	Y	N	Y
Golf Course	Y	N	Y	Y	Y	Y	Y	N
Parkrun	N	Y	N	N	N	N	N	Y
Rugby Ground	Y	N	Y	Y	Y	Y	Y	N
Squash court	Y	Y	Y	Y	Y	Y	N	N
Swimming Pool	Y	N	Y	Y	Y	Y	Y	N
Tennis Club/Courts	1	1	2	3	1	1	1	1
Motor Stadium	Y	N	N	N	N	N	N	Y

7.3 In reference to Figure 7.1, Kesgrave is the only town that has:

- no ambulance or fire station, no bus station, no cinema (other than Brandon), no citizens advice bureau, no fuel filling station, no theatre and no railway link (other than Haverhill); and
- unlike most other towns of comparable size, it has no football ground, golf course or range, hockey pitch (or club), rugby pitch (or club), squash courts or swimming pool.

The deficiencies were recognised to some extent by the Suffolk Coastal Playing Pitch and Non-Pitch Facilities Assessment 2014 and Built Facilities Assessment 2014, which both identified that provision for sports and leisure activities in Kesgrave was consistently below required standards.



- 7.4 The demographic profile in Kesgrave shows a significantly younger population when compared for instance with Woodbridge which is materially better off for sports facilities. Therefore the desire is to:
- improve the sporting and recreational facilities in Kesgrave to be on a par with similar sized towns in Suffolk;
 - support clubs and associations in having access to venues and equipment that bolster their development aims; and
 - encourage informal recreational enjoyment for all age groups so that residents can enjoy being out in the open and maintain health and fitness within reasonable walking or cycling distance of their homes.
- 7.5 One-third of residents responding to the Neighbourhood Plan survey said that existing facilities were not suitable for the activities they undertake and 28% said that they use facilities elsewhere. Comments frequently mentioned having to utilise swimming facilities elsewhere.
- 7.6 It is clear that there is a high level of interest in sports and recreational activity in Kesgrave. Where facilities are provided, they are well used. Indeed, the chairman of trustees of Kesgrave War Memorial Community Centre stated that most of the facilities they provide are over-subscribed and the demand increases year on year. In addition:
- Kesgrave Parkrun commenced in 2014 and was one of the first venues in Suffolk to host weekly 5km pleasure running for adults (Saturdays) and juniors (Sundays) and now attracts up to 400 adult participants every week.
 - Kesgrave Kruisers is a running club that started up in early 2017 and has over 840 members in its Facebook group. It won Club of the Year at the 2018 Suffolk Sports Awards.

- The town won the award in 2014 and 2017 for Suffolk's Most Active Town (and was also runner-up in 2015).
- 1st Kesgrave Scout Group is one of the top ten largest groups in the UK.

7.7 During the engagement process with sporting clubs and associations, almost all stated that they do not have enough venues for training and events in order to fulfil the needs of their members. In some cases, particularly those that have to use venues outside the area, this was cited as the major limiting factor in achieving their development aims and a desire to foster a Kesgrave identity for their club.



7.8 Kesgrave has two football clubs running between them 60 teams (see Items 23, 24 and 25 in the List of Evidence). At least five of these teams compete in the Suffolk & Ipswich League, at Step 8 and below of the National League System. Both aspire to Step 7 but are hampered by a lack of a home ground at the appropriate Football Association standard. In addition, improved supporting facilities are needed and plans are being taken forward through 2019/20 to provide a new pavilion at Kesgrave High School. The school itself won a remarkable five of the nine 2017-18 season's Suffolk County Schools' FA Cup Finals (U12, U14 and U15 Boys; U13 and U14 Girls).



7.9 The Technical Evidence Summary (See Item 22 in the List of Evidence) shows:

- Some commercial leisure facilities in the area such as Martlesham Leisure Club are too expensive for many local residents to access.
- There are six village and community halls in Kesgrave but only two are available for informal activities or exercise classes.
- The SCDC Built Facilities Assessment 2014 made no clear recommendations for new built facilities to serve Kesgrave and suggested that the provision of major facilities in Ipswich is sufficient. This is fundamentally against the desire of residents to access these facilities locally and not to have to travel to other towns in order to do so.
- The Outdoor Playing Space Parish Schedule 2012 stated that Bell Lane acts as a barrier for younger children, therefore the area to the west has provision below the LEAP (Local Equipped Area for Play) standard. New equipment to a LEAP or preferably NEAP (Neighbourhood Equipped Area for Play) standard should be provided there.
- The Kesgrave and Martlesham Youth Forum identified a need for facilities targeted at teenagers, including skateboard facilities, BMX facilities and kickabout areas. It was considered that, in the right location, a single facility could serve both communities. In 2012, a BMX track was opened in Martlesham.



- As part of the Neighbourhood Plan engagement with young people it was observed that the existing Multi Use Games Area (MUGA) adjacent to Cedarwood School is not popular with young people aged 13 to 16 because it is frequented by older youths which makes it a somewhat intimidating environment. The clear preference was for a more centrally located MUGA.
- There is a clear need for further children's play and youth facilities, as well as improvements to existing facilities.
- The SCDC Playing Pitch and Non-Pitch Facilities Assessment noted that whilst there is a dual use arrangement with Kesgrave High School for the use of the football pitches, this arrangement does not extend to the rugby or hockey pitches.
- Access to the outdoor facilities at Adastral Park and Suffolk Police is restrictive.

- There is a significant overall shortage of play space and outdoor sports facilities. Whilst the range of facilities currently available are reasonable, it appears that the shortfalls have come about as a result of new provision not keeping pace with the growth of the population.

7.10 SCLP Policy SCLP8.1 (Community Facilities and Assets) supports the provision of new community facilities and seeks to protect them from loss to alternative uses. This policy is supported by the Kesgrave Neighbourhood Plan. At the present time, no land other than that at Kesgrave High School is available to provide new leisure facilities. Any such provision coming forward will be addressed through a review of the Neighbourhood Plan.

7.11 SCLP Policy SCLP12.25 (Suffolk Police HQ, Portal Avenue, Martlesham) allocates the Suffolk Police Headquarters site in Martlesham for development. Alongside 300 dwellings, it requires 'provision of sports facilities with opportunities for community use.' Therefore, whilst outside the Neighbourhood Area and therefore outside the direct influence of this Neighbourhood Plan, the site has the opportunity to provide for some leisure facilities that will potentially also benefit the wider area including Kesgrave residents as the location is close to Kesgrave.

POLICY KE8: IMPROVING THE PROVISION OF LEISURE FACILITIES

Proposals to improve the provision of sports and recreational facilities within the Kesgrave Neighbourhood Area are encouraged including facilities required by the local football clubs and the provision of swimming facilities.

The provision of play facilities should be focused on delivering more facilities to at least Local Equipped Area for Play (LEAP) standard. Where existing play facilities can either be upgraded to LEAP or Neighbourhood Equipped Area for Play (NEAP) standard (either through the use of developer contributions or direct provision), this is encouraged.

Provision of a LEAP or NEAP to serve the community to the west of Bell Lane is encouraged.



8 ROADS, TRANSPORT and SAFETY

Traffic congestion and parking

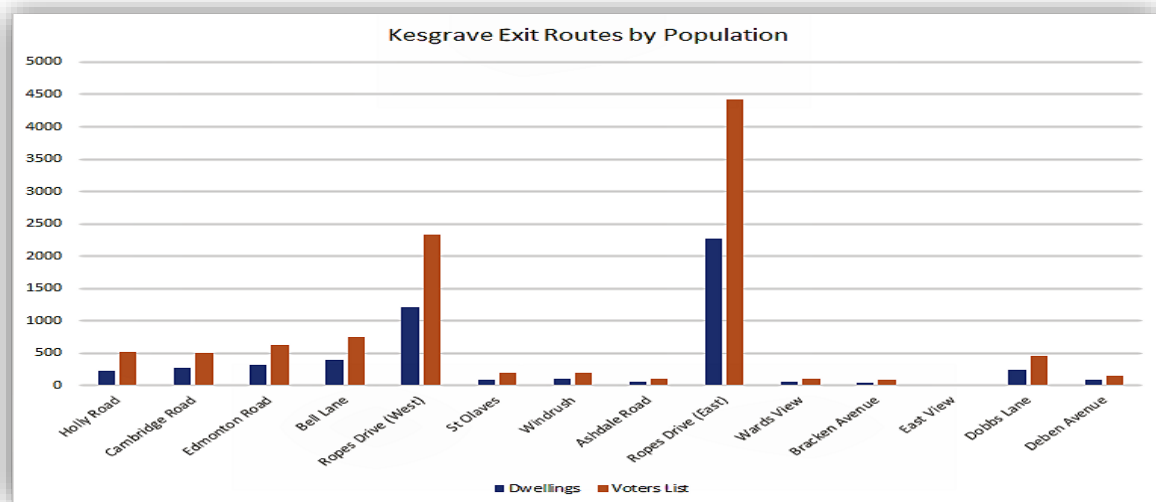
- 8.1 Until September 2019 (see 8.11) Kesgrave enjoyed a reasonably frequent bus service into Ipswich that travels through both east and west Kesgrave (and other less frequent services that skirt the perimeter along the A1214 that go out to Woodbridge and beyond). There is a good network of cycle lanes but most residents depend on the car for commuting and leisure. In the areas of recent housing growth, principally on Grange Farm second phase (South), the provision for resident car parking in terms of off-road space does not work well, creating a lot of on-street parking on narrow residential roads. This is a long standing area of complaint voiced to the Town Council by residents and came through in their comments on the resident survey and at community engagement forums. It is also considered a potential problem for emergency vehicle access although attempts to consult with them produced no responses.
- 8.2 The rapid growth of Grange Farm in the east ward has added significant vehicle numbers to the existing inter-town/village road system which has largely remained static, underdeveloped and has become increasingly problematic. The result is that there are major congestion pinch points that cause issues for residents, notably:
- slow egress from Grange Farm at morning rush hour which is from only two exit junctions both north onto the A1214;
 - traffic jams in the Ipswich direction at the Bell Lane/A1214 lights and related delays in access to/egress from Doctor Watson's Lane; and
 - access to the main Foxhall Road (a 60mph arterial road) into Ipswich via junctions at Dobbs Lane and Bell Lane (South) that creates safety concerns.



- 8.3 Figure 8.1 provides an explanation for the traffic congestion problems experienced by residents of the Grange Farm area of Kesgrave. As mentioned, they are restricted to only two exits off the estate – this for an over-18 population of approximately 6,800. The congestion regularly experienced at morning rush hour causes significant delays for

residents who are overwhelmingly dependent on travelling elsewhere for their employment. On days of inclement weather the delays are invariably longer and this has knock-on effects for Kesgrave High School and Gorseland Primary School where the late arrival of staff and pupils can disrupt the day's timetable. It has also been cited by local estate agents as a cause for people wishing to move out of the area.

Figure 8.1: Car exit routes, 2012



8.4 In the residents' survey and subsequent engagement process it was clear that issues of vehicle congestion and safety at key road junctions serving Kesgrave are a continuing concern. Residents have expressed concern that the further developments scheduled at Brightwell Lakes and potentially the Police Headquarters at Martlesham will increase congestion along the A1214. With few businesses and workplaces, the original design for Grange Farm residents to use alternatives to the car for both travel to work and leisure, has not worked out in practice and a failure to maintain and enhance cycling, walking and public transport infrastructure is thought to be a significant contributing factor.

8.5 *Objective 7 is to provide genuine alternatives to the car for local journeys particularly on foot and by bicycle.*

Cycling and walking

8.6 The Neighbourhood Plan wishes to support cycling, jogging and walking in all age groups by seeking improvements to the network and to make Kesgrave an exemplar community.

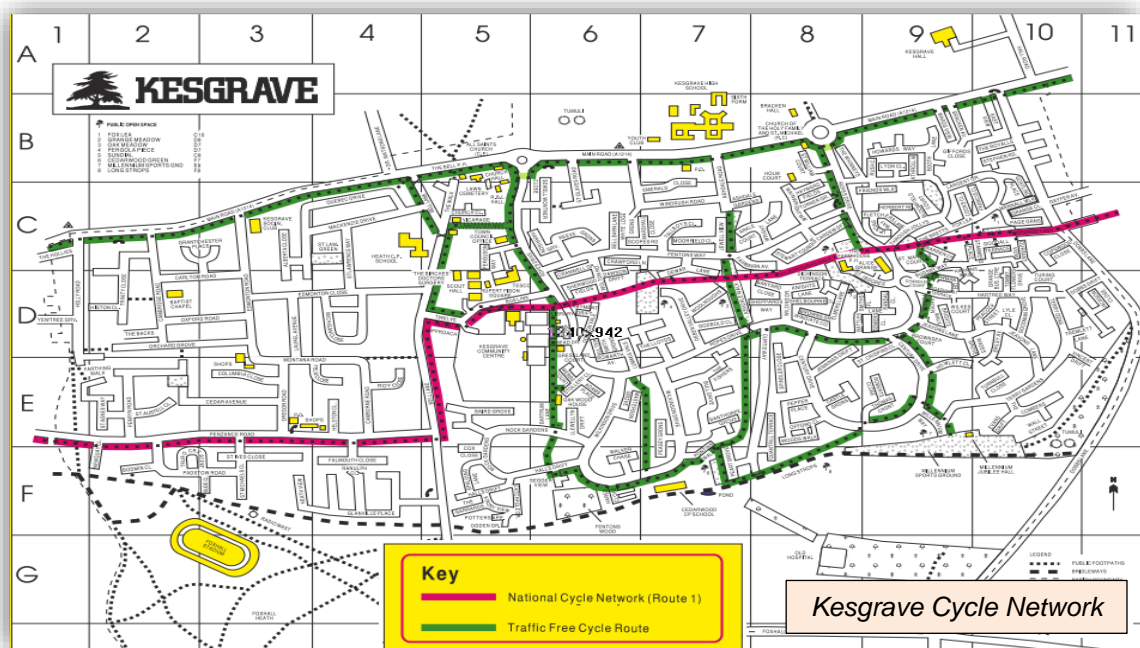
8.7 The Technical Evidence Summary (Item 22 in the List of Evidence) shows that although there are a good number of footpaths and cycleways in the area that are well used, these are often fragmented, poorly maintained and unsuitable for wheelchair/mobility scooter/pushchair access causing some users to ride on the public highway endangering both themselves and other road users. Complaints have been received from residents about poor maintenance, uneven surfaces, overgrown footways and the difficulty for wheelchair and mobility scooter users in several locations due to this and inconsiderate footway parking.



The Millennium-Jubilee Hall

8.8 As noted in Section 5, SCLP Policy SCLP7.1 (Sustainable Transport) states that proposals should be designed from the outset to integrate into and enhance the existing cycle network including the safe design and layout of new routes and provision of covered, secure cycle parking; to integrate into and enhance existing pedestrian routes and the public rights of way network; to reduce conflict between users of the transport network including pedestrians, cyclists, users of mobility vehicles and drivers and does not reduce road safety. KNPS considers that this provides a good basis for addressing most of the issues raised and recommends the following two sets of guidance on the planning and design of cycle routes with regards to reducing conflicts between different users of the transport network:

- Cycle Nation's "Making Space For Cycling" (Item 26 in the List of Evidence).
- Chartered Institution of Highways & Transportation (CITH) "Planning for Cycling" (Item 27 in the List of Evidence).



Additionally, recognising Rights of Way also have the potential to perform a transport function by providing off road routes for pedestrians and cyclists potentially makes them an asset that can be used to provide better connections from Kesgrave to services in nearby settlements, attention is drawn to the Recorded Public Rights of Way Definitive Map for Kesgrave in Appendix D which identifies the established routes and connections in Kesgrave that should be protected and where possible enhanced.

POLICY KE9: MAINTAINING AND IMPROVING WALKING AND CYCLING INFRASTRUCTURE

Developments must ensure no detrimental impact on the usability of existing walking and cycling infrastructure including Public Rights of Way.

Proposals to enhance walking and cycling access from Kesgrave to workplaces and leisure facilities outside the Neighbourhood Area will be strongly supported.

Bus services and infrastructure

8.9 SCLP policy SCLP12.18 (Strategy for Communities surrounding Ipswich) includes that it, *"...is to maintain the healthy and vibrant communities which provide a diverse mixture of residential and employment opportunities alongside services and facilities by maintaining and enhancing the relationship with Ipswich and other parts of the District. Provision of appropriate community infrastructure, education facilities and public transport will be supported where needs are clearly demonstrated"*.

8.10 KNPS fully endorses SCLP12.18 mentioned above. In order to:

- provide people with a real transport choice in the context of climate change when we need to switch to more sustainable means of transport and reduce carbon emissions;
- encourage people to leave their cars at home as a means of reducing congestion and pollution;
- provide for those without access to a car and undertaking journeys where walking or cycling are not feasible

it is important that our bus services and their associated infrastructure (including shelters, waiting areas and timetable signage) are fit for purpose. This means adequate route coverage, frequency (day and evening), reliability and accessibility for disabled passengers, and at reasonable cost.

8.11 Reductions in bus services introduced in September 2019 by the operator for commercial reasons are considered extremely detrimental to the cause for reducing congestion, providing for residents who cannot drive and addressing climate change priorities.

8.12 Local Plan policy promotes the use of public transport. A number of the matters referred to above are not considered appropriate for expression in policy therefore our aspirations have been included in the Non-Policy Actions in Section 10.

8.12 *Objective 8 is to increase the provision of usable off-road parking in order to enhance the character of Kesgrave and improve pedestrian and cycle safety.*

Residential parking

- 8.13 We wish to avoid any new development worsening or repeating the effects of previous development which has led to the range of issues discussed earlier in the Neighbourhood Plan, particularly relating to amenity.
- 8.14 The resident survey results showed that nearly two-thirds of respondents identified the issue of vehicles restricting access (blocking entrances, pathways and grass areas) as a problem. More than half of respondents stated that double yellow lines should be used, with nearly one-third considering resident-only parking as an option.
- 8.15 Parking is an issue and a considerable number of people consider that solutions need to be provided. Whilst people commonly prefer to park their cars at the front of their property, a good number of smaller existing properties force residents to park on the street and vehicles blocking access is seen as a significant issue. This suggests the need for more creative parking design solutions – coupled with parking restrictions – at the front of properties if this is to avoid creating access problems in new developments.
- 8.16 This should be coupled with a more practical approach to residential street design e.g. through the provision of car ports instead of garages, and in particular to ensure that refuse and emergency vehicles are able to gain safe access up small roads, including private roads.
- 8.17 It is appropriate that a proportion of parking is provided on street as some on street parking is inevitable, for visitors, deliveries and some people preferring to park on the street. Following best practice development should be able to incorporate on street parking without obstructing other users, emergency vehicles or refuse collection. The Suffolk Guidance for Parking published by Suffolk County Council includes best practice examples of how this can be achieved.
- 8.18 SCLP Policy SCLP7.2 (Parking Proposals and Standards) states that Suffolk Coastal will work with partners to ensure that vehicle parking provision is managed to support the economy and sustainable communities. In the main KNPS considers that this provides sufficient basis for addressing the issues raised. However, it also states that proposals should accord with Neighbourhood Plans for the area where applicable and this is the basis for Policy KE10.

POLICY KE10: IMPROVING RESIDENTIAL PARKING

Development proposals will be expected to incorporate designs and layouts that encourage the use of off-street parking options. The layout of any new residential roads should be designed in a such manner that where on street parking is possible there should be an adequate remaining width of carriageway to enable safe access by emergency service vehicles, refuse vehicles and delivery/removal vehicles.

10 NON-POLICY ACTIONS

- 10.1 It is not possible for the Neighbourhood Plan to deliver the full vision; parts of it are either beyond the scope of planning laws or it requires remedial action to deal with existing shortcomings. For that to happen residents, businesses and community groups as well as KTC should continue their work of building and maintaining a strong community and in working with the relevant agencies to address the shortcomings identified and provide the facilities that will best meet community needs.
- 10.2 The areas in which issues to work on have arisen in the course of consultations are noted in Figure 10.1. Inclusion in this list does not signify approval or prioritisation of these issues.

Figure 10.1: Non-Policy Actions

Subject	Issue	Action
1. Planning		
a) Planning applications	A concern that permissions granted are not always delivered as per the permitted plans and enforcement action taken, if any, when conditions are breached is often ineffectual.	Work with ESC planning and building control to identify breaches and support appropriate enforcement action to ensure fair and satisfactory outcomes for all stakeholders.
2. Environment and Air Quality		
a) Climate emergency	A "climate emergency" has been declared by SCC and ESC in order focus attention on action needed to address climate change.	Consider alignment with the higher level council authorities and other town councils and make the declaration.
b) Air pollution monitoring equipment	There are only two places in town where NO2 levels are monitored and they are located very close together.	Liaise with ESC to install at least two more monitors further east on Main Road
c) Encouraging cycling and walking alternative to cars	No safe through route from Kesgrave to Ipswich.	As a project under 2.a) or otherwise work with SCC to consider options to develop a cycle through route.
d) Electric car charging points.	A desire to encourage motorists to switch to electric/hybrid vehicles.	Lobby car park owners/operators to install in their car parks.
e) Waste burning/ wood burners	Burning waste in back gardens and use of wood burners causes nuisance for near-by residents.	Point up the advice available and where necessary how to complain to the district authority.
f) Tidiness of greenery in built-up area	Complaints from residents regarding frequency of mowing verges, untidiness of shrubbery.	Consider ways of establishing a Parks & Gardens function under local control.

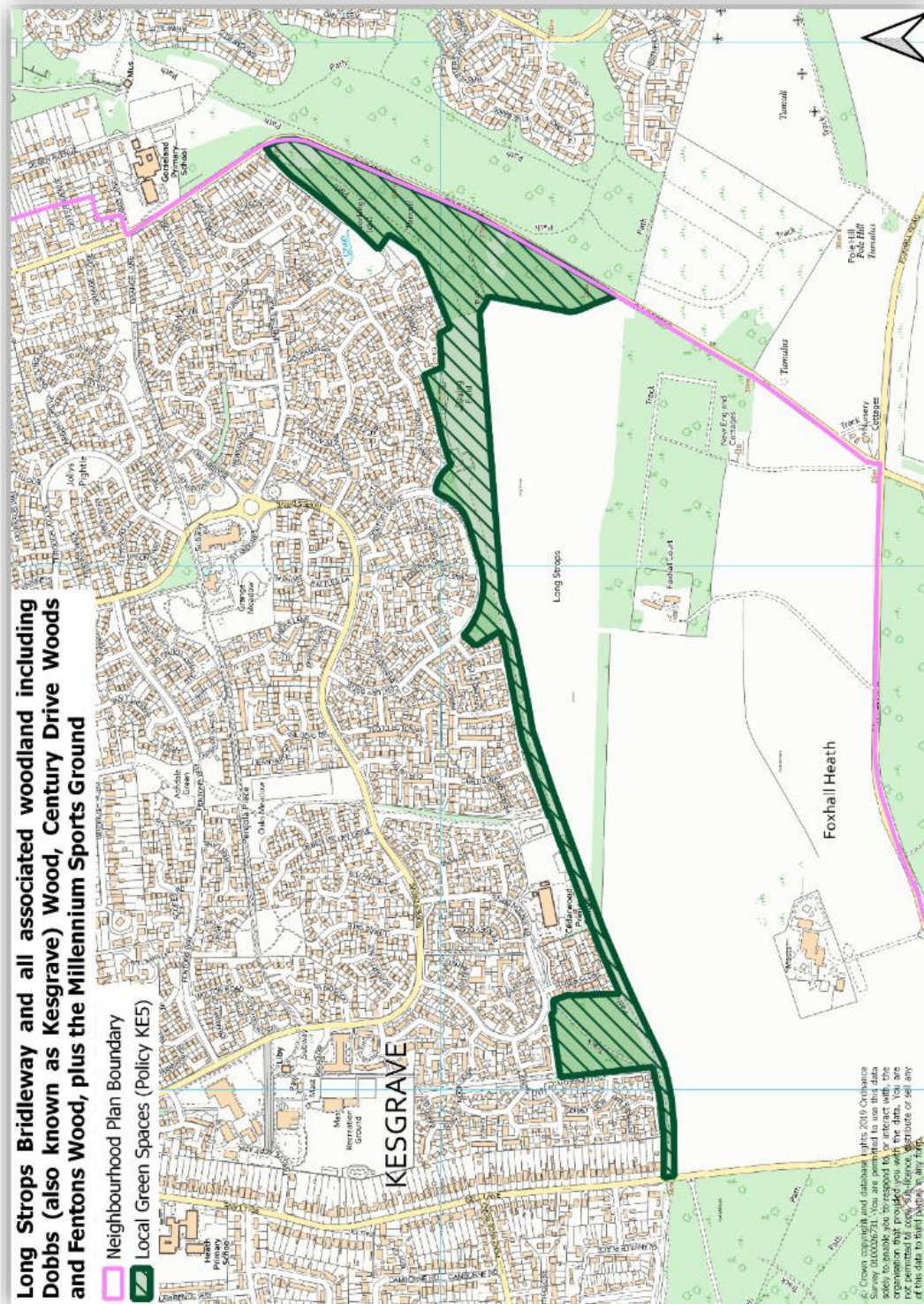
Subject	Issue	Action
3. Facilities and Wellbeing		
a) Football facilities	Lack of ground facilities and at required standard.	Provide appropriate support to Kesgrave High School project.
b) Swimming facilities	No facilities in the parish.	Consider feasibility of providing facilities locally.
c) Permanent library building	See paragraphs 2.17 and 2.18. Currently housed in rented property with no long term certainty. Needs to expand.	Consider ways of establishing a permanent tenure in larger premises.
d) Provision of public toilets	Residents have enquired about these facilities with Long Strops and Oak Meadow mentioned.	Consider costs and feasibility of establishing facilities.
4. Roads, Transport and Safety		
a) On-street parking on narrow residential roads	See paragraph 3.5	Consider ways of effecting improvements.
b) Car parking near schools at drop-off and pick-up times	Near-by residents' complaints that illegal or inconsiderate parking is a continual nuisance.	Work with PCSO to enforce the law and encourage more considerate parking; review feasibility of TRO for extension of double yellow lines.
c) Pedestrian access to the new cemetery on Main Road; the bus stop on Ropes Drive nr Battles Lane; and Edmonton Road	Access from Church of All Saints to the cemetery is across the A1214 arterial road which has no pedestrian crossing; similar difficulties accessing bus stops either side of the A1214 at Ropes Dr and at Edmonton Rd	Continue to press Suffolk County Council Highways for pedestrian crossings.
d) Crossing on Fenton's Way	Young cyclists emerging without looking with potential for accidents.	Under control of Suffolk County Council Highways.
e) Traffic Congestion: Grange Farm exits	Lengthy queueing in morning rush hour.	Under control of Suffolk County Council Highways.
f) Traffic Congestion: Main Road junction with Bell Lane	Many complaints about the traffic bottleneck and its effects in particular in rush hour.	Under control of Suffolk County Council Highways.
g) Egress from Bell Lane and Dobbs Lane onto Foxhall Road	High speed limit on Foxhall and danger of pulling out onto it and previous serious accidents.	Under control of Suffolk County Council Highways.
h) Maintenance and safety of cycle paths on Main Road	Regular parking of vehicles on cycle routes and lack of maintenance has resulted in surface damage and created safety hazards; red-colour coating worn away; cycling surface uneven and hazardous; green crossings at side roads worn away; and white line markings inc give-way markings have faded. All discouraging effective use.	Under control of Suffolk County Council Highways.

Subject	Issue	Action
i) Continuity of cycle paths	Termination at the boundary with Rushmere Common is considered a safety hazard.	Under control of Suffolk County Council Highways.
j) Waiting areas at bus stops	New bus shelters have been requested.	Under control of Suffolk County Council Highways.
k) Reductions in bus services	These are considered extremely detrimental to the cause for reducing congestion, providing for residents who cannot drive and addressing climate change priorities.	Consider providing subsidies to maintain vital bus services.
l) Old Kesgrave street lighting	Complaints that the lighting levels are inadequate and don't make people feel safe.	Upgrade street lighting and get adopted by Suffolk County Council.
m) Bus services and infrastructure	Progressive reduction in routes and frequency; lack of suitable shelters and signage	Liaise with other parish councils, Suffolk County Council and bus operators to lobby for improvements.
<p>Acknowledging that there are multiple items in this section that are under the control of Suffolk County Council Highways Department which has stated that due to a much reduced budget from central government since 2010 it is unlikely to devote limited funds to our needs. In May 2019 it launched a new "self-help" scheme and KNPS recommends that this scheme be investigated to identify where some sought after improvements may be actioned and when through local funding.</p>		

APPENDIX A

Local Green Space designation maps

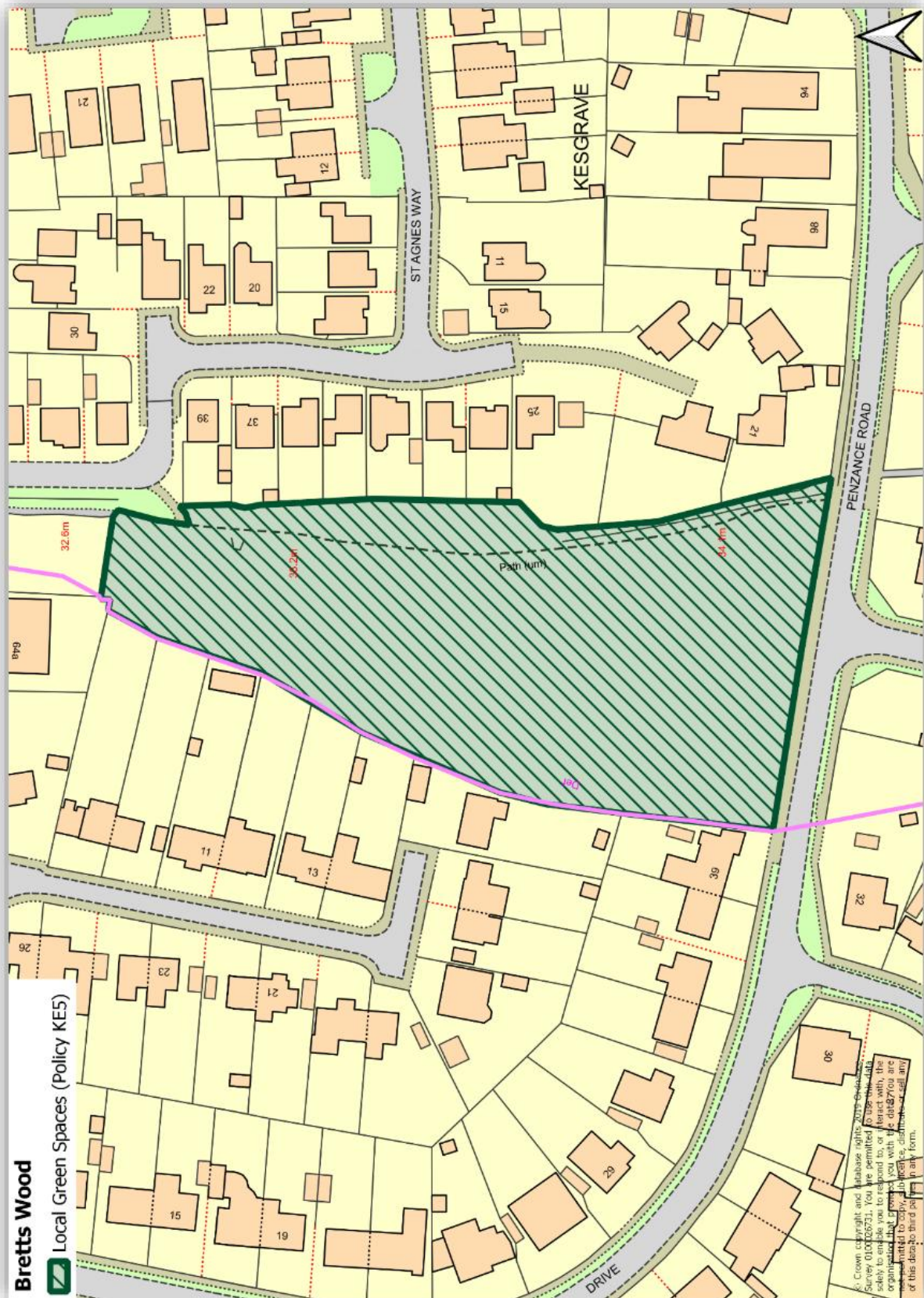
- A. Long Strops Bridleway and all associated wooded areas and hedgerows including Dobbs (also known as Kesgrave) Wood, Century Drive Woods and Fentons Wood, plus the Millennium Sports Ground**



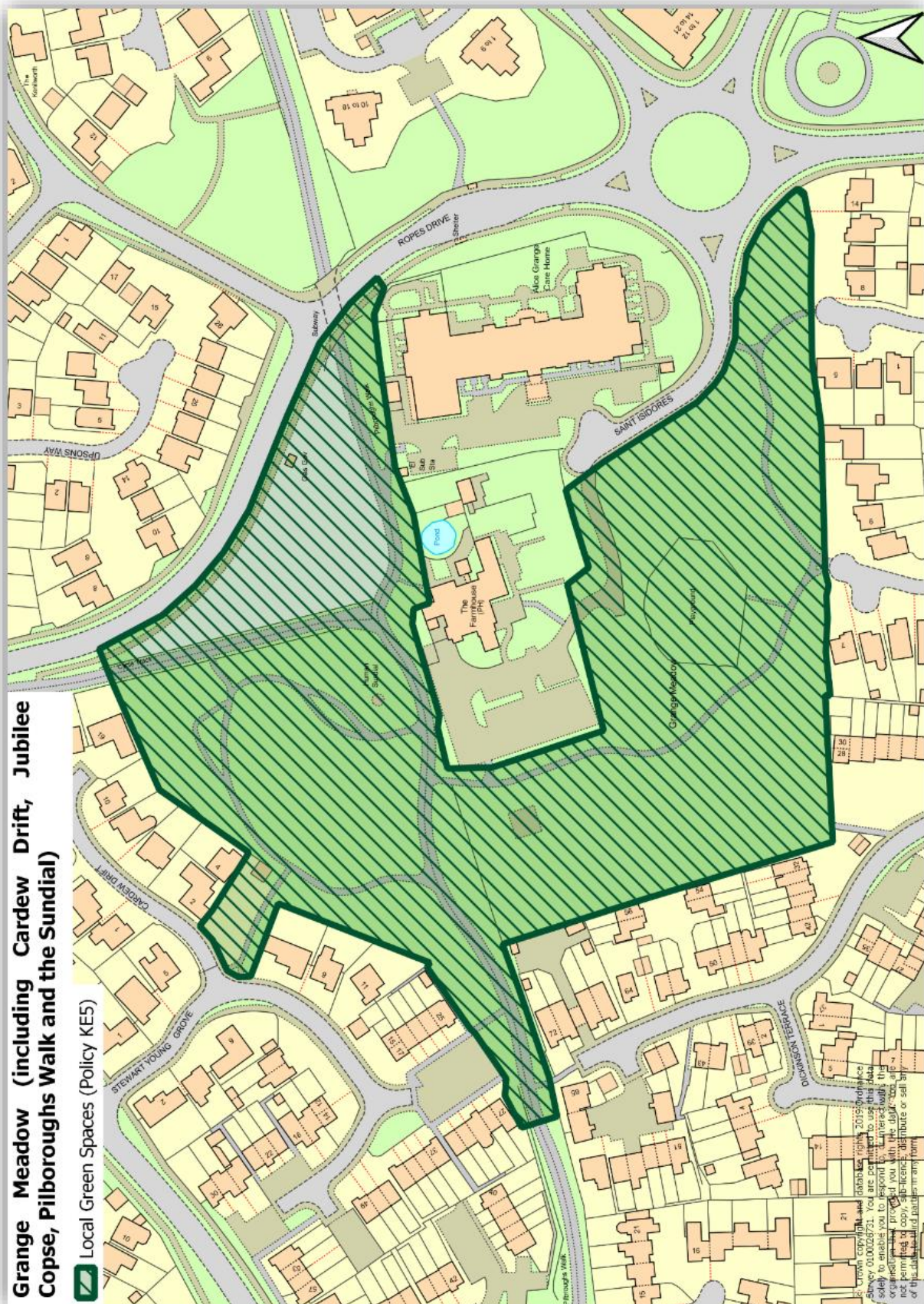
C. Legion Green



E. Bretts Wood

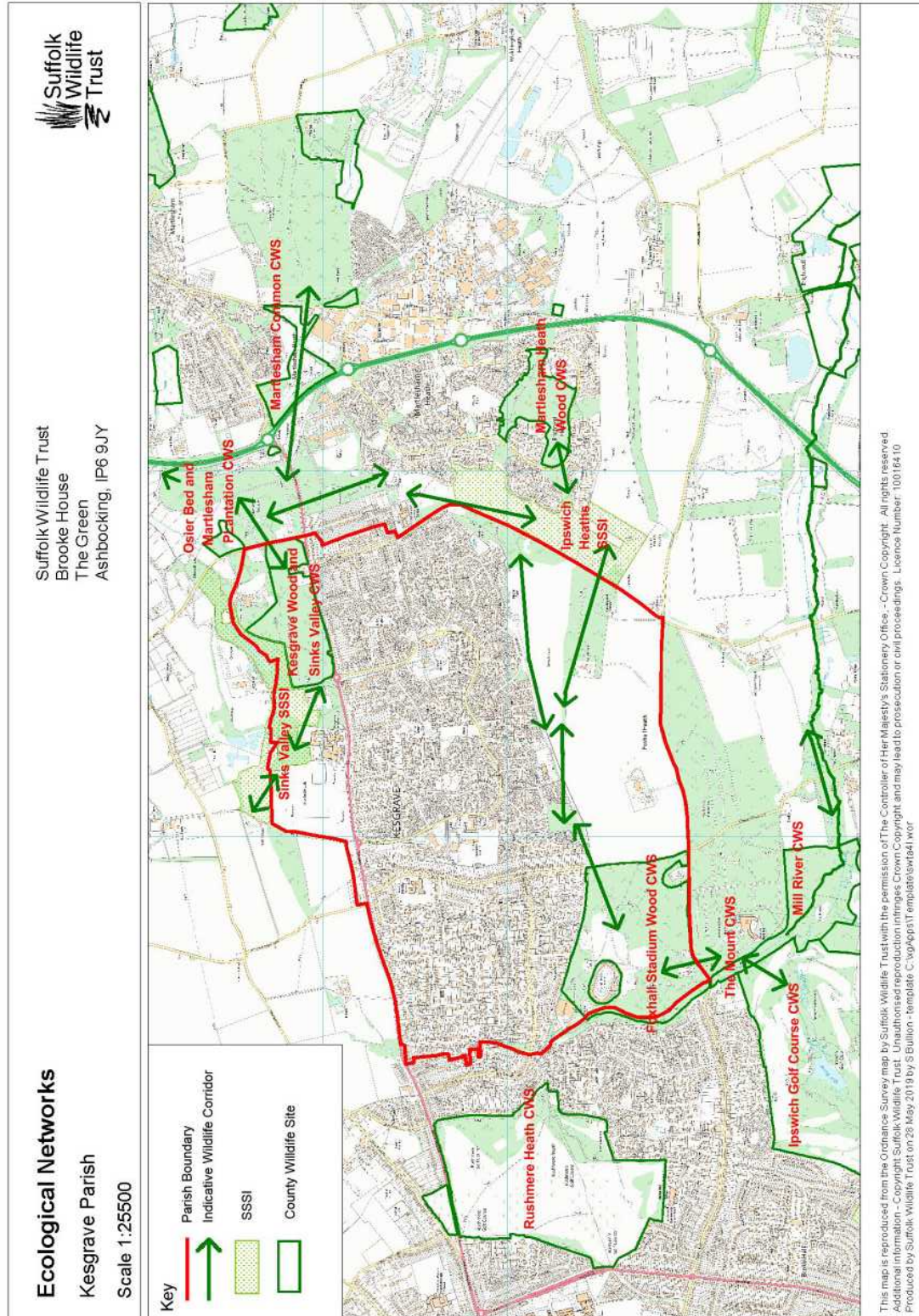


F. Grange Meadow (including Cardew Drift, Jubilee Copse, Pilboroughs Walk and the Sundial)



APPENDIX B

Map of Ecological Networks



APPENDIX C

Kesgrave's Non-Designated Heritage Assets

A. Foxhall Radio Station/Aviation Museum

KNPS is grateful to Andy Taylor, joint founder and former trustee of the Suffolk Aviation Heritage Group (SAHG) for the content below.

The site of today's museum was once a key installation in international military communication during the Cold War and, like many at the time, the more important in the military hierarchy, the more secret it became. It is not entirely certain when the site commenced. The oldest building on site has a plaster moulding typical of the inter-war RAF expansion period. It is thought to date to 1936 suggested by its appearance on a German Luftwaffe air reconnaissance photograph from August 1940, during the height of the Battle of Britain. The building is thought to have been used to evaluate new systems before deployment nationwide. Radar was not employed at the site but the many different aerial types deployed there while in RAF hands, far more than actual operational sites, suggest it was nevertheless a testing station. It was possibly the first of this type of structure built in the UK and it is known to be the only one of its type (inter-war design) still in existence. In 2016 it was one of only two remaining of any design and with the other one being scheduled for demolition it is arguably of national significance.

From the 1950s, the site was operated by American forces, mainly the US Air Force who were there throughout the '70s and '80s. During their deployment the Americans expanded and developed the site around the original RAF 'T' building serving to screen it from public observance. This and the extended operational use of the site until the



early 1990s may be why it has survived and highlights the historical significance and heritage value of the site. In its final role it was part of the US Defence Communications System (DCS) under the direction of the US Airforce Communications Command (AFCC), a detachment of the parent AFCC at Bentwaters/Woodbridge. Operations ceased when the US 81st Tactical Fighter Wing left Bentwaters in 1992.

The station was known as an Autovon (Automatic Voice Network) Exchange System or Troposphere Forward Scatter radio station (see Item 19 Voice of the Army – The Autovon Exchange at Ipswich (2003) in the list of evidence), and housed transmitters for three TFS radio systems and two terrestrial microwave radio links. Getting a coded signal back to the US during the Cold War was difficult. The solution was Operation Tea Bag: a scheme to connect telephone switching stations from across Europe, as far south as Italy, to the Foxhall Station for onward transmission across the Atlantic.

When operational, the site was self-contained with dormitories, a dining hall, a kitchen and club room. Personnel stationed here were single enlisted men, screened and selected for

their discretion. Their main source of R&R appears to have been the baseball diamond in one corner of the compound.

The intended replacement system, the Digital European Backbone (DEB) System was to be housed in the final building erected on the site, along with two large towers, one of which remains adjacent to the building. The other DEB tower was almost immediately dismantled as part of site decommissioning works, soon after its closure at the end of the Cold War. Although it looks like a bungalow (from the air) it is in fact a very robust concrete box: a hardened shelter with shutters on the windows, lined with sheet steel so no radio signals (or mobile phone signals) can penetrate or escape, other than those scrambled and transmitted. However, the DEB system was never completed and deployed and the imposing red brick building was never actually fitted out or commissioned. The building remained empty and, upon closure, acted as the convenient, freshly painted, location for the Base stand down parade.



At one point there were eight aerials, each with a satellite dish standing high above an array of unmarked military buildings. Three of the towers remain, standing tall in the middle of a field, representing a well-recognised landmark in Kesgrave on the southern side of town near the junction of Bell Lane and Foxhall Road. The site is surrounded by high chain-link fencing and used to have notices threatening prosecution under the Official Secrets Act for trespass. The building that housed the generators and fuel store was adopted by SAHG. It has on display a wealth of information, models and drawings of military aircraft each with a Suffolk connection.

Reasons for listing:

- Archaeological interest - Suffolk Heritage Explorer ref MRM 083 - Martlesham Heath Airfield - Foxhall Heath; Landmark status; Group value
- Historic interest – Association; Rarity; Representativeness; and Social and communal value

See Item 20 Ipswich Star Article on Foxhall Radio Station (2017) in the List of Evidence.

B. The Computer

Commissioned and erected by Mr Crispin Rope 2007-08 with the support of the Mrs L.D. Rope Third Charitable Settlement, this monument commemorates the early pioneers responsible for the development of machines that led to the first electronic digital computers.

The location at St Isadore's roundabout joining Hartree Way to Ropes Drive was chosen because the Colossus, the first effective, operational, automatic, electronic, digital computer, was constructed by the Post Office Research Station at Dollis Hill (now BT Research), whose research and development later moved from that site to Martlesham and the landowners thought this would be a suitable setting to commemorate this achievement. Hartree Way was named after Douglas Hartree (1897-1955), a key figure and famous for his contribution to numerical analysis. Mr Rope studied under him for two terms at Cambridge University.



The central structure is made up of three granite vertical "propellers" (prepared in Brittany) with conics formed by slicing a cone in three directions: a parabola, a circle and a rectangular hyperbola. These three curves were selected as being one of the simplest and oldest pieces of mathematical knowledge applied to curves in two dimensions. The propellers are raised on a mound surrounded by a low metal balustrade with seventeen storyboards that tell the story of the computer and the inter-relationships between the early pioneers and their machines, including a time-line describing the most important machines, ideas and moments in the development of the computer.

Some of the 'stations' placed around the perimeter are blue and some are orange. Blue stations explain concepts and ideas pertinent to the development of the computer, and orange ones explain actual machines and the events surrounding them.

In addition to Hartree Way, several other streets on Grange Farm are named after key computer scientists: Broadhurst Terrace (Sidney Broadhurst), Chandler Court (William Chandler), Newman Drive (Max Newman), Tommy Flowers Drive (Tommy Flowers), Turing Court (Alan Turing), Wilkes Court (Sir Maurice Wilkes).

Reason for listing:

- Architectural interest – Landmark status
- Artistic interest – Aesthetic value
- Historic interest – Association

C. Dobbs Grave

This is located close to the entrance to Dobbs (or Kesgrave) Wood from Dobbs Lane near the Sandlings Walk footpath. According to one legend, John Dobbs was a shepherd who in 1750 hanged himself in a barn on Kesgrave Hall Farm (later Grange Farm) and was buried at the four crossways with a stake through his heart. His grave was marked by concrete head and footstones, with a cross cut on the former. Since 1998, these have been protected by a decorative iron fence.

Records show that twins, James and Henry, were born to John and Ann Dobbs and baptised at Kesgrave in April 1721. Ann died shortly after and twins both died in the following August and September respectively. It is not known why he committed suicide which came nearly 30 years after the loss of his family and in any event he remarried to a Mary Minter.



Other theories are that the grave contains a highwayman left hanging beside the road as a warning to others; or it belongs to someone hanged for stealing sheep. Another that he committed suicide rather than face transportation to Australia for the offence has been debunked since the first convicts were not sent until 1787.

Reason for listing:

- Archaeological interest – Suffolk Heritage Explorer ref KSG 013 - Dobbs Corner; Dobbs Grave
- Historic interest – Association

D. Pump House

This mural is painted on the wall of a pump house next to a fishing pond down Sinks Pit, a lane North from the A1214 in Kesgrave built by the Jolly family. During the war their home, Bracken Hall, was used as a recovery home for US Army Air Force airmen.

Mr Jolly's great aunt, Mrs Lucy Rope, originally thought of the mural in memory of her husband, Squadron Leader Michael Rope, who was tragically killed in the R101 Airship Disaster in October 1930. She asked an American serviceman from the 356th Fighter Group at Martlesham, Sergeant Irving Smith, recovering from injuries, to paint St Francis – as an Apostle for peace. Smith was a keen Catholic and former Commercial artist from Washington. It was a far cry from the work that Irving usually did – painting roundels and sharks teeth on American aircraft.



Reason for listing:

- Artistic interest – Aesthetic value
- Historic interest – Association

See Item 21 Martlesham Heath Aviation Society - The Pump House Story in the List of Evidence.



A P51 Mustang of the US 356th Fighter Group. In 1944 it was awarded a Distinguished Unit Citation for actions in support of Operation Market-Garden, an attempt to provide an Allied invasion route into Germany that was halted at the Battle of Arnhem, the last bridge over the Rhine – infamously a "Bridge Too Far".

E. War Memorial

The original war memorial was a simple wooden plaque made in 1952. This was replaced by the grander and more appropriate memorial located at Legion Green.



Reason for listing:

- Artistic interest – Aesthetic value
- Historic interest – Social and communal value



Kesgrave area Homeguard in the 1940s

F. Mileposts/Milestones

Milestones were essential waypoints in a time when maps were rare and travel was by foot or horse. There were no milometers to count down the distance to your destination, and milestones gave reassurance that the traveller was on the right path and getting closer to where they were going.

The distances were also used to calculate postal charges before the uniform postal rate was introduced in 1840. From then, rail travel overtook road for longer journeys and in 1888, the new County Councils were given responsibility for main roads and rural district councils for minor routes. As faster motorised transport developed so the importance of the milestones waned but those that remain are a precious reminder of a bygone age when the pace of life was rather slower and journeys took much longer.

A record of all the milestone markers in Suffolk is conscientiously maintained online by Milestonesweb.

Milepost - Kesgrave High School



Grid Ref:

TM223459

Milepost - Kesgrave Hall



Grid Ref:

TM238462

Milepost = A1214 Between Elm Road and Holly Road on North Side



Grid Ref:

TM207457

Milestone - Kesgrave High School



Grid Ref:

TM224459

Reasons for listing:

- Archaeological interest – Suffolk Heritage Explorer ref PLY 039 - A12 Milestone
- Historic interest – Association

G. Cedarwood Walk Sculptures

Four works, located at the southern end of the walkway, were commissioned by Mr & Mrs John Fenton and completed in 2008 by Suffolk sculptor Laurence Edwards, Fellow of the Royal Society of British Sculptors.

Based at a workshop in Butley Mills near Chillesford for 15 years, Mr Edwards moved in 2016 to a bigger complex outside Halesworth. He has exhibited at the Messum's gallery in London and also has a studio in Saxmundham. He has gained international recognition for his giant anatomical figures in bronze and is one of few sculptors who casts his own work.

This project sought to mark the building of the Grange Farm estate on a green field site, by creating a series of sculptures that looked to the previous uses of the land. Objects are set against each other to represent the present and the past. For example, a horse and an engine mark the passing of horsepower to the combustion engine in farming. A brick and a flint traced building materials.

The series culminates in a bronze bird box (the local school's playground housed many such boxes) with a lens set inside it. When you looked through the nesting hole, you looked through a telescope which inverted the world. This rotated so the viewer could scan the sculptures, which would turn upside down offering an alternative reading (as well turning the estate on its head).

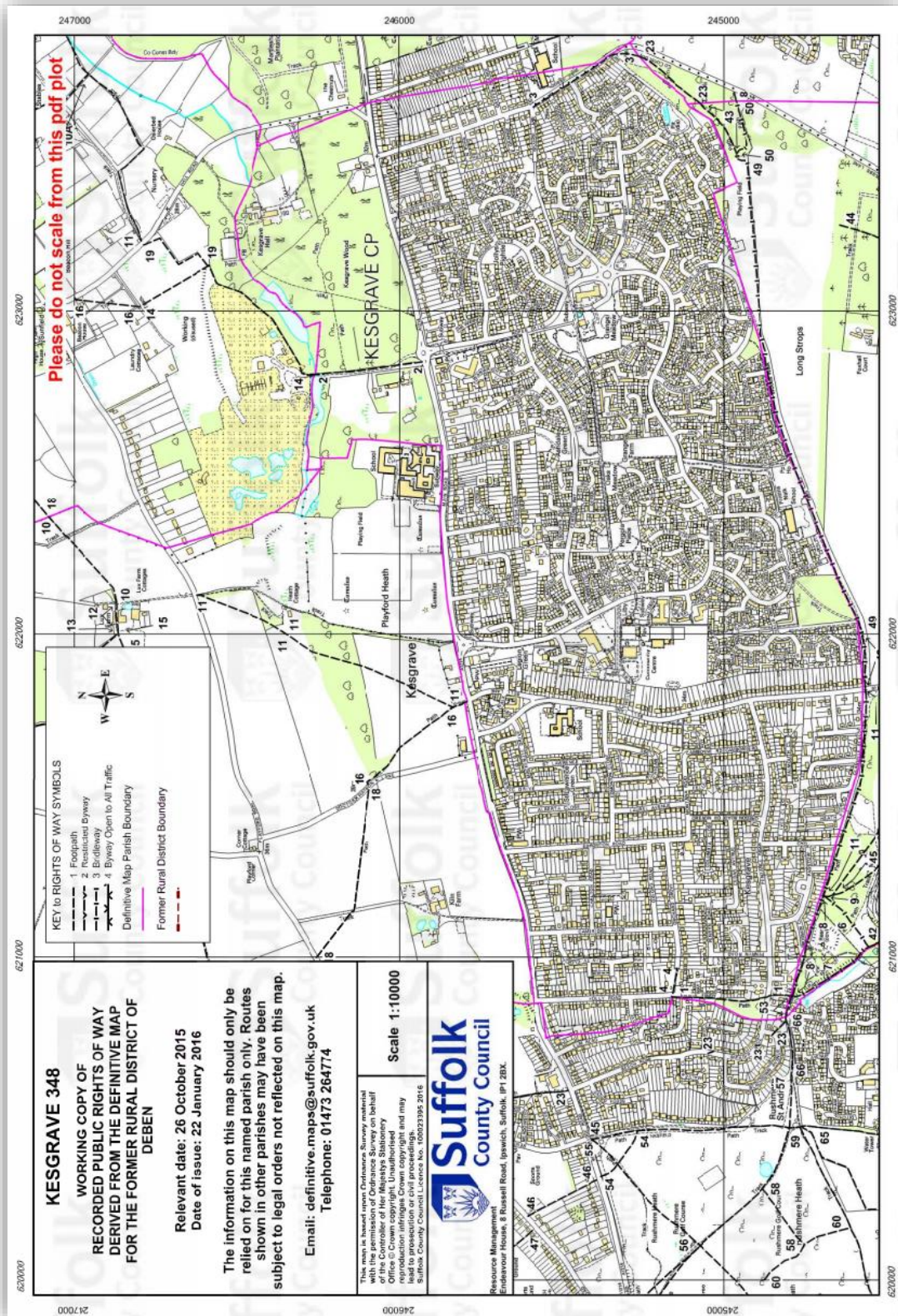
Reasons for listing:

- Historic interest – Association; Social and communal value
- Artistic interest – Known designer



APPENDIX D

Recorded Public Rights of Way Definitive Map for Kesgrave



APPENDIX E

Local Plan Policies to be Superseded

Suffolk Coastal Local Plan remaining 'Saved Policies' (July 2018):

1. AP212: Ipswich Fringe: Open character of land between Settlements



Reydon Neighbourhood Plan 2019-2036

Referendum Draft, August 2020

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*Above: Bluebells in Reydon Wood
Cover: Reydon Corner*

1. PURPOSE OF OUR NEIGHBOURHOOD PLAN

1.1 Our Neighbourhood Plan will allow the community of Reydon to influence:

- the shape and nature of future building development in the village
- the way the countryside around the village is protected
- how the character of the village is maintained and improved
- planning to ensure the village can deal with issues such as flood risks
- the provision of infrastructure (such as sewerage, drainage, roads, public rights of way and parking) so that it meets the needs of the village.

1.2 Once our Neighbourhood Plan is made, it becomes part of the Development Plan and will be a statutory consideration in determining planning applications in the Neighbourhood Area.

1.3 In addition, a Neighbourhood Plan allows the Parish Council to retain 25% of the Community Infrastructure Levy charged to developers instead of 15% allocated to parishes without a Neighbourhood Plan. This will give the Parish Council more funding to ensure that resources in the village are adequate to meet its needs.

1.4 Our Neighbourhood Plan is supplementary to the National Planning Policy Framework (NPPF) and the East Suffolk Council – Waveney Local Plan (WLP) and all the requirements of the NPPF and the policies of the WLP will continue to apply to development in Reydon. For this reason, we have aligned the duration of our plan with that of WLP: it will run from 2019 until 2036.

2. VISION

2.1 Our vision is that:

Reydon should be a village which:

- **Is attractive and sustainable**
- **Enjoys its surroundings in outstanding countryside**
- **Meets the needs of local people**
- **Contributes to the local economy, including tourism**
- **Is prepared for risks from flooding, erosion, traffic and pollution.**

2.2 We have created our Neighbourhood Plan to help realise this vision, based around six key issues which we have tested in detail with our community. We are confident that our residents share our vision and agree with the key issues for action.

2.3 Our Neighbourhood Plan covers an area slightly larger than the Parish of Reydon so that it includes the whole of two highly valued local wildlife sites: Reydon Wood and the Hen Reedbeds. **The Reydon Neighbourhood Plan Area is set out on the attached Policy Map (RNP Map 1).**

2.4 The Plan provides a summary of the context of and key facts about the village and its needs. It then presents a short introduction to each key issue and sets out:

Either

an **Action** which will be carried out as far as possible by the Parish Council in support of the Plan (***Shown in Bold Italics and numbered RPC Action...***)

Or

a Planning Policy which will become part of the Planning rules for development in Reydon and is set out in a box with text in bold, and numbered Policy RNP ...

3. CONTEXT

3.1 HISTORY OF REYDON

Reydon was probably given its name by the Danes. Literally it means ‘the uplands on which the rye grows’. It was mentioned in Domesday as having a population of 300. It was principally a collection of farms with no obvious centre. This may explain why the Church of St. Margaret of Antioch, which dates from the 14th century, is geographically at the centre of the parish, but well apart from the modern settlement.

The landscape surrounding the modern settlement, all of which is included in the Suffolk Coasts and Heaths Area of Outstanding Natural Beauty (AONB), is rich in biodiversity and geodiversity and contains many features of historic, geographic and environmental importance, such as the Blyth Estuary valley landscape, the fresh water reedbeds, ancient heathland and ancient woodland. The countryside west of Quay Lane to the parish boundary and that between the northern and southern marshes have been identified as areas of “very high landscape value” (Great Yarmouth and Waveney Settlement Fringe Landscape Sensitivity Study, 2016).

The Suffolk Directory of 1900 gives the population as 352. Since then the population has grown substantially. The first stage was prompted by the sale of Southwold Town farm which owned significant land in Reydon. The land was divided into plots and sold at auction on 19th August 1899. This led to development up the Halesworth, Wangford, and Covert roads. Gradually, development moved further West and consolidated in the 1960s and 70s when the large development associated with the Drive took place.

The agricultural background is reflected by the fact that the whole of the village is within the Suffolk Coast and Heaths Area of Outstanding Natural Beauty (AONB). This has restricted development to within the existing settlement. Waveney District Council, as the then Local Planning Authority (LPA), has

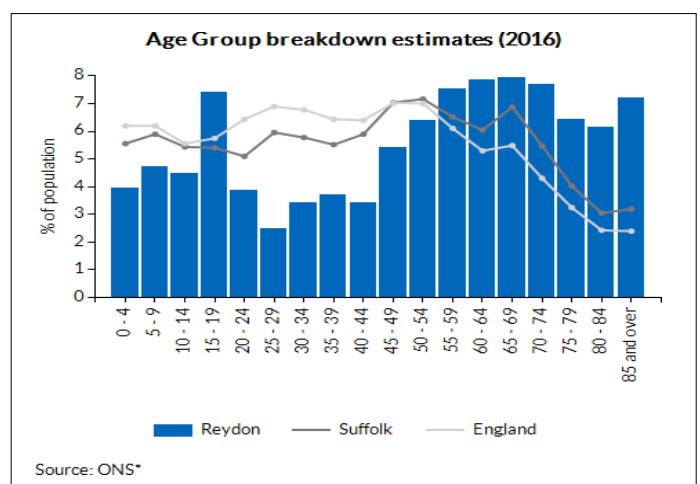
resisted attempts to breach the boundaries, successfully defending part of Reydon Smere on appeal by a local chair component manufacturer seeking to extend the business park into open countryside. In 2019, the current LPA, East Suffolk Council has challenged the justification for a proposed new gravel pit at Lime Kiln Farm in Reydon.

Reydon is only separated from Southwold by Rights Bridge and so its development has been influenced by its neighbour. Whilst the population of Southwold has shrunk from about 3500 in the 1950s to about 800 in 2018, Reydon has grown consistently to its present 2699. The explanation is tourism and the popularity of the area for retirement. Southwold’s housing stock has been taken over by holiday lets and second homes – estimated to be 60%, and young families have been priced out. This problem is now affecting Reydon. It is estimated that up to 25% (365) of homes in Reydon out of a total of 1460 are holiday lets or second homes (see below, Section 3.3).

The Reydon Neighbourhood Area includes Easton Bavents. This was a small coastal settlement to the North of Reydon. Coastal erosion has destroyed all but a handful of dwellings and they have the benefit of a special policy in WLP (WLP8.26).

3.2 POPULATION PROFILE

The 2016 census estimates the population of Reydon at 2699. The male estimated population is 1,245, the female estimated population is 1,454. The age profile is shown in the following chart:



This chart shows a significantly lower number in the age group 0-14 compared to the Suffolk and National average and an even greater difference in the age group 20 to 49. In contrast the age group from 55-84, i.e the retirees, is increasingly much greater than the Suffolk and National averages. These figures reflect the difficulty Reydon has in retaining its young couples.

3.3 HOUSING STOCK

In 2018 there were 1460 dwellings of which 1432 were chargeable for council tax as follows:

Band							
A	B	C	D	E	F	G	H
83	353	300	467	163	45	18	3

Of these 151 have been identified by the LPA as second homes/holiday lets. However, it is not possible to easily obtain figures for the numbers of homes used as second homes, since there is no longer an incentive to declare this to gain a Council Tax discount. In 2012, the Southwold and Reydon Society used a Freedom of Information request to obtain the numbers of dwellings where this discount was claimed as well as those dwellings registered for business rates as holiday lets. This showed that 159 houses were paying reduced Council Tax as second homes and 29 were classified as self-catering holiday lets paying business rates. This total of 188 dwellings represented 14% of the housing stock in Reydon and had risen from 8% when the same calculation was made in 2002. It is clear that this trend has continued in the six years since and a reasonable estimate for the proportion of second homes and holiday lets in Reydon in 2019 is up to 25%.

92 homes are owned by the East Suffolk Council. Additional homes owned and rented at affordable rents (up to 80% of market rent) by Housing Associations (Registered Providers, RP) bring this total to 110.

The need and demand for affordable rented housing is informed by the numbers on the housing register. A snapshot taken on 21st February 2018 revealed 37 applicants who

were either living in Reydon or who stated they had a local connection to the area. Further evidence of the need and demand for affordable housing is the significant oversubscription of the new 20 units of affordable housing at Duncan’s Yard in Southwold by people with a local connection.

Houses for sale are expensive. In the 9 months to 14th September 2018, 40 properties were sold at an average of £352, 619. Of these only five were sold for under £200,000. In the five-year period, January 2014 to December 2018, the average house sale price in Reydon rose from £255,622 to £343,203, an increase of 34.26%, compared with an increase from £258,000 to £339,000 or 31.30% for the East of England region. Reydon prices are therefore increasing faster than in our region and are now above the region average. Both Reydon and the East of England average house prices are above the UK average which was around £315,000 in 2018.



3.4 WORKING PROFILE

60% of the population are retired. Approximately 20% are of school age. The remaining 20% are of working age.

The places for work within Reydon include The Business Park, Adnams Distribution Centre, the two Care Homes, Barbrooks and Boydens Stores, the Reydon Pharmacy, the Randolph Public House, the Health Centre and Reydon Primary and St. Felix Schools. In practice Reydon exports its labour force, especially to Southwold. Southwold has to import its labour from a wide hinterland including Lowestoft, Ipswich, Halesworth and Framlingham, as well as Reydon.

3.5 COMMUNITY ASSETS

Reydon is well endowed with community assets. It has a thriving primary school, a large modern surgery, a dentist, a large pub/hotel, two general stores, Barbrooks and Boydens and a Pharmacy. It also has a modern village hall, owned by the Parish Council, and a new Sports Pavilion on its recently extended playing fields.

3.6 THE NEED FOR A NEIGHBOURHOOD PLAN

The popularity of Southwold as a holiday and retirement destination has put pressure on Reydon. Southwold, because of its location and geography, cannot expand. But the proximity of Reydon to Southwold encourages tourists and retirees to look to Reydon to satisfy their need for holiday lets and second homes. This is pricing local residents out of the market and putting at risk the current vibrant community. A neighbourhood plan is needed to control these pressures and to plan for sustainable growth.



Rainbow over Reydon Smere

4. KEY ISSUE 1: HOUSING FOR LOCAL PEOPLE

4.1 All our consultations, from the work to produce our Village (Community) Plan in 2014, our Housing Needs Survey in 2016 and our wide range of consultation for this Neighbourhood Plan have confirmed that this is a central issue for our community. Given the pattern of local employment in sectors such as hospitality, retail, fishing, boatbuilding, building, horticulture and agriculture, there is great concern that those brought up in our community or working locally cannot access housing in our village. The influence of the second home and holiday let market on housing in Southwold and increasingly in our village, pushes up prices and reduces the pool of housing available for the local market. It is reliably estimated that 60% of housing in Southwold is second homes or holiday lets. The proportion in Reydon rose from around 8% in 2001 to 14% in 2012 (SRS Housing report, included as Background Document 5 in the List of Appendices at page 23) and is now estimated as up to 25% (see Context Section 3.3).

4.2 As detailed above (Context Section 3.3) Reydon prices are increasing faster than in our region and now are more expensive. In 2018, only five houses in Reydon (out of 40) were sold for under £200,000. The commercial housing market, therefore, is increasingly beyond the reach of many with a strong local connection but with only a modest income.

4.3 To restore a sustainable age profile of the population of the village we must allow the children of current Reydon residents to stay in the village and accommodate those who work here and in Southwold but who cannot access local housing. To help achieve this, our Neighbourhood Plan seeks to

address the following issues.

4.4 There must be a good supply of affordable rented housing and a supply of houses to buy, including through shared ownership, that are priced within reach of those on modest family incomes. This has been addressed by East Suffolk Council in two important ways:

- A local lettings policy is now in place for Southwold and Reydon which gives priority, irrespective of the level of housing need, to people with a local connection in the allocation of affordable rented accommodation. It is worth noting that this is a specific policy for Southwold and Reydon within the East Suffolk Council District. It was developed and justified on the basis of the impact on house prices of the second home and holiday let market in our area and the evidence of the consequent local unmet housing need.



- WLP requires a 40% proportion of affordable housing (50% of which must be for affordable rent) in developments of over 11 houses in Southwold and Reydon. This policy is justified by the LPA on the basis of its rigorous assessment of the economic viability of a 40% affordable housing proportion in the local housing market in Southwold and Reydon which was not found elsewhere in the district. [Policy WLP8.2]

4.5 This Neighbourhood Plan strongly supports these policies and the Parish Council will work with the East Suffolk Council to ensure that these policies are implemented fully. But, to meet local need, we need to go further to ensure a good supply of the types of tenure most suited to those in our community unable to access housing in the village. These are houses for affordable rent and shared ownership.

4.6 The former brings good local housing within the reach of many currently priced out of the market, whilst the latter creates a valuable stepping stone into home ownership for others still unable to meet full market costs.

4.7 Unlike discounted sale tenure, however, shared ownership housing can be retained in that form of tenure at the point the occupier leaves that house. This is critical in our community to ensure that the pool of affordable housing remains for future generations. By contrast, other forms of intermediate affordable housing which the purchaser can buy outright frequently are repurchased as second homes. The evidence of the rising proportion of second homes and of faster than average increases in house prices set out in the Context Section of this Plan reflects the pressures from the second home market. These trends price a considerable section of the local community out of the open housing market. They are a major contributory factor driving the unsustainable age profile of the community (see Context Section 3.2).

4.8 There is no evidence of likely changes in socio-economic circumstances which create unmet housing need among those with a local connection to our area. In the interests of contributing to the sustainability of our community and to mitigate the lack of resident adults of working age in our community (see Context Section 3.2), we wish to restrict the affordable housing element of new developments to these two forms of tenure. It is recognised that this policy may be varied where it can be demonstrated through a viability assessment that a lower percentage of affordable housing and/or a different tenure mix is required to ensure the site remains economically viable. In these circumstances, the provisions of Policy WLP8.2 and Appendix 5 of WLP would apply.

4.9 Policy RNP 1: Tenure Mix of Affordable Housing:

Any development providing Affordable Housing must contain at least 50% of Affordable Housing for affordable rent and the remainder to be Shared Ownership housing; the exact proportion shall be agreed at the time of the planning application to reflect the current assessment of housing need.

4.10 To continue to meet local housing need over time, it is necessary to do everything possible to ensure that affordable rented housing and shared ownership housing remains available on the same basis for the future.

4.11 In the case of shared ownership housing in Reydon, this is secured by the fact that Reydon is a 'Designated Protected Area' as detailed in the Housing (Right to Enfranchisement (Designated Protected Areas England) Order 2009 (Statutory Instrument 2009/2098). Designated Protected Areas allow for either a cap of 80% on the proportion of the property that the occupier can buy (known as a limit on staircasing), or a repurchase provision for the landlord when the property comes to be sold

4.12 In the case of affordable rented housing, the Designated Protected Area status also secures this form of tenure for houses owned and let by Housing Associations. These are not subject to the "Right to Acquire". However, Council Housing in our area will continue to be available for purchase under the "Right to Buy" scheme. Nonetheless, we would support new Council Housing as part of the affordable housing mix since, although its future status is not protected, it will be let at lower rents and thus be accessible to a wider range of those in housing need.

4.13 RPC Action 1: Protecting the Future Status of Affordable Housing: This Neighbourhood Plan strongly supports the restrictions on staircasing and/or repurchase conditions set on Shared Ownership housing in our Designated Protected Area and the exemption from the "Right to Acquire" of any affordable rented housing provided by RPs, CLTs and Community Led Housing Groups . The Parish Council will work with the Housing Department of East Suffolk Council and the developers of new affordable housing in Reydon to ensure these measures are maintained effectively and thus contribute to the long-term sustainability of our community.

4.14 Our consultation confirmed that a wide variety of housing types are needed in the village, including a good proportion of smaller houses to meet the needs of younger people, new families and older people, including bungalows and adapted houses for elderly or disabled residents. This housing mix is included in WLP but it is

important that this is applied evenly across the whole of any large development so that the full range of the mix is present in both the market and affordable elements of the development.

4.15 RPC Action 2: Maintaining A Balanced Housing Mix:

This Neighbourhood Plan strongly supports WLP Housing Mix policy [Policy WLP8.1] and the Parish Council will work with East Suffolk Council to ensure that this policy is implemented fully and applied evenly to market and affordable elements of any development.

4.16 Our plan is for the period from 2019 until 2036, in alignment with WLP. WLP Policy WLP 6.1 (Land West of Copperwheat Avenue) and other permitted or likely developments will see a considerable increase in the provision of affordable housing in Reydon, up to 154 new affordable dwellings, including at least 77 affordable rented, by around 2025. We are concerned that this welcome increase in the pool of affordable housing may not, however, meet the needs of future younger adults and families in the second decade of this plan.

4.17 Clearly, local access to adequate education provision is one of the key needs of young families. To ensure that this is available and that Reydon Primary School can be expanded as appropriate, we have included Policy RNP2 which provides a policy context for this approach. In relation to the second part of the policy the process of demonstrating the need or otherwise for the Primary School to expand on to the site concerned should include appropriate engagement with the Local Education Authority.

4.18 Policy RNP 2: Development Next to Reydon Primary School

Proposals for the expansion and/or reconfiguration of the Reydon Primary School, Jermyns Road, will be supported. Any development other than householder development adjacent to the School should not compromise its ability to expand to an appropriate size to cater for required educational provision and/or facilities within the Plan period. Any such development will only be supported where it is satisfactorily demonstrated that there is no need for the Primary School to expand on to the site concerned.

4.19 To ensure that future need for affordable housing can be addressed we asked our community if they would support future small-scale developments of affordable housing on the edge of the village if and when there was evidence of unmet housing need. There was clear support for such a policy but only where there was no suitable and appropriate development land available within the settlement boundary. In addition, full evidence of unmet housing need and a rigorous process of site selection and appraisal should take place before any use of the following policy. Policy RNP3 needs to be read in association with Policy RNP5 (Maintaining Protection of the Countryside Around the Village). Whilst they address different issues, proposals for affordable housing adjacent to the settlement of Reydon will be in the Area of Outstanding Natural Beauty. The various criteria of Policy RNP3 have been designed to ensure that such housing proposals will only be supported where no suitable and viable site is available for such development within Reydon. In addition, the location, scale and design standard of any such scheme would need to retain or enhance the character and setting of the village in general, and the natural beauty and special character of the Area of Outstanding Natural Beauty in particular.

4.20 Policy RNP 3: Affordable Housing on the Boundary of the Settlement

Proposals for affordable housing adjacent to the Settlement Boundary of Reydon as defined on the Settlement Boundary Policy Map (Map 2) will be supported subject to the following criteria:

- **No suitable and viable site is available within the settlement for such development;**
- **The development should bring forward up to 25 dwellings;**
- **The development should incorporate a range of dwelling types and mix of affordable rented and sharewld ownership accommodation appropriate to the identified need; and**
- **The location, scale and design standard of the scheme would retain or enhance the character and setting of the village, and the natural beauty and special qualities of the Area of Outstanding Natural Beauty.**

4.21 These policies will help ensure that the housing needs of local people are addressed. However, they do not tackle one of the main causes of the pressures that are pricing local people out of the housing market. We therefore asked the community if we should include a requirement in our Neighbourhood Plan that any new housing should be the main or only residence of the occupiers. Such an approach received overwhelming support. The evidence shows a strong local need for new housing for single persons, families, couples, the retired, and the disabled.

4.22 Given the existing housing stock – 1432 dwellings, there is ample opportunity from this stock for those looking for a second home in Reydon.

4.23 We, therefore, have developed a policy to address this issue based on that which has already been upheld in St Ives, a town which suffers from the same pressures on the local housing market from the second home and holiday let market.

4.24 As stated above, these second home market pressures exacerbate the unbalanced age profile of our community as set out in the Context (Section 3.3). A lack of working adults in the community will render the community unsustainable and, over time, also reduce the proportion of children living locally. The older members of the community depend on the work and economic contribution of those of working age. A lack of inter-generational balance materially affects the quality of life in the community.

4.25 This policy, therefore, strongly reflects two key aspects of our vision for this Neighbourhood Plan: that our village should be attractive and sustainable and meet the needs of local people.



Above: Senior Citizen Bungalows in Rye Terrace

4.26 Policy RNP 4: Principal Residence Requirement:

New open market housing, excluding replacement dwellings, will be supported only where there is a restriction to ensure its occupancy as a Principal Residence. Sufficient guarantee must be provided of such occupancy restriction through the imposition of a planning condition or legal agreement. New unrestricted second homes will not be supported at any time.

Principal Residences are defined as those occupied as the residents' sole or main residence, where the residents spend the majority of their time when not working away from home.

The condition on new open market homes will require that they are occupied only as the primary (principal) residence of those persons entitled to occupy them. Occupiers of homes with a Principal Residence condition will be required to keep proof that they are meeting the obligation or condition and be obliged to provide this proof if/when East Suffolk Council requests this information.

Proof of Principal residence is via verifiable evidence which could include, for example (but not limited to), residents being registered on the local electoral register and being registered for and attending local services (such as healthcare, schools etc).

4.27 Neither this Neighbourhood Plan, nor WLP, allocate new land in or around the village for business or employment use. This reflects the fact that land continues to be available at Reydon Business Park and this, together with current and planned development of new business premises in Southwold, is regarded as sufficient.

5. KEY ISSUE 2: PROTECTING THE COUNTRYSIDE AROUND THE VILLAGE

5.1 Almost all new development in Reydon, whether for housing or other uses, will be in the countryside at the edge of the built area of the village. This countryside is already protected by its status as an Area of Outstanding Natural Beauty (AONB).

5.2 Reydon includes and is surrounded by habitats sites designated for their international wildlife value. To the north, there is Benacre to Easton Bavents Special Protection Area (SPA), Benacre to Easton Bavents Lagoons Special Area of Conservation (SAC) and to the south the Minsmere-Walberswick SPA and the Minsmere-Walberswick Ramsar site.

5.3 As part of the plan-making process, the Parish Council sought the community's views about what are the most valued elements of the countryside around the village and also in what circumstances they thought development could be allowed on some of the less sensitive areas.

5.4 They identified Reydon Wood, The Hen Reedbeds, Pottersbridge Marshes, Reydon Smere, Smere Marshes, Reydon Common Marsh, the St Felix County Wildlife Site and the Riverside Grazing Meadows and Marshes as the most valuable areas of the surrounding countryside. Many of these areas comprise or include sites which have formal designations as natural areas of special importance. These are shown on the map on P22. These designations will continue to operate in their own right throughout the Plan period. In addition, the countryside west of Quay Lane to the parish boundary and that between the northern and southern marshes has been identified as areas of "very high landscape value" (Great Yarmouth and Waveney Settlement Fringe Landscape Sensitivity Study, 2016).

5.5 For all other areas of the countryside in and around the parish, the community commented that development should only be allowed where there is clear evidence that it is required to meet local need and help maintain a sustainable community. We believe the housing policies set out above, together with the proposed development of 220 houses on land west of Copperwheat Avenue included in WLP (Policy 6.1), reflect this balance.

5.6 Nonetheless, the large increase in housebuilding in Reydon over the next few years (at least 312 currently planned and possibly up to 331) compared with the modest growth of the last ten years (109 new houses, 2008 - 2018) will be a significant pressure on the village and its surrounding countryside. Our consultation showed that the community regards this quantity of development to be at the limit of what can be managed. Within this context, Policy RNP3 (Affordable Housing on the Boundary of the Settlement) identifies circumstances where such development will be supported on the edge of the settlement boundary, and therefore within the countryside.

5.7 East Suffolk Council have developed the Recreational Avoidance and Mitigation Strategy (RAMS) to mitigate recreational disturbance impacts on habitats sites. The approach set out in the RAMS document will apply across the Neighbourhood Plan area.



Footpath off School Lane

5.8 Policy RNP 5: Maintaining Protection of the Countryside Around the Village:

Development outside the settlement boundary should protect and where possible enhance the natural beauty and special qualities of the Suffolk Coasts and Heaths Area of Outstanding Natural Beauty in accordance with Policy WLP 8.35 of the adopted Waveney Local Plan.

The following areas (as shown on Policy Map RNP Map 3) are identified as the most-valued parts of the countryside in the neighbourhood area:

- Reydon Wood;
- The Hen Reedbeds;
- Pottersbridge Marshes;
- Reydon Smere;
- Smere Marshes;
- Reydon Common Marsh;
- St Felix County Wildlife Site; and
- Riverside Grazing Meadow and Marshes

Within the most-valued parts of the countryside identified above, proposals for development will not be supported unless:

- the development is needed to preserve their character and integrity;
- a demonstrable need for the development to take place in the location has been satisfactorily evidenced;
- there are no suitable and available alternative sites outside of these areas; and
- the impact on the landscape is mitigated through sensitive design and a detailed landscaping scheme.



Smere Marsh

6. KEY ISSUE 3: PROTECTING COMMUNITY ASSETS AND GREEN SPACES IN THE VILLAGE

6.1 We asked the community for its views on how we can improve access to the countryside so that all our residents can easily enjoy its benefits. There was strong support for improving access through new footpaths (eg between Reydon Wood and the Hen Reedbeds and extending existing footpaths from Reydon Church towards Frostenden to provide footpath access from the village to Reydon Wood). Residents also support integrating the built area of the settlement into the countryside by the provision of wildlife corridors.

6.2 RPC Action 3: Extending Public Rights of Way Access to the Countryside:

In support of this Neighbourhood Plan the Parish Council will seek to give priority in its use of Community Infrastructure Levy Funding to support the provision of new or extended Public Rights of Way to improve access to the countryside from the village. (See also RPC Action 7 set out under Key Issue 5)

6.3 Policy RNP 6: Improving Public Rights of Way and access to the Countryside from new Developments:

New developments should protect and, where appropriate, enhance the Public Rights of Way network through the provision of new connections to the Public Rights of Way network, new or extended routes, or other improvements. Any new or extended routes should be planned to avoid disturbance to protected habitats.

6.4 We asked our community for its views about the key green spaces in the Village that we should seek to identify as Local Green Spaces in the Neighbourhood Plan which will help ensure that they remain open green spaces. They identified Reydon Recreation Ground, Reydon Playing Fields, Jubilee Green, Reydon Corner and Reydon Churchyard.

6.5 These green spaces all meet the requirements for designation as Local Green Spaces. They:

- are all in reasonably close proximity to the community they serve and can be easily accessed by walking/cycling as well as cars;
- have all been shown by our consultation to be demonstrably special to a local community;
- are not extensive tracts of land and are of particular local significance because of:
 - ◇ their beauty, historic significance, richness of wildlife, recreational value and tranquillity (Reydon Churchyard)
 - ◇ their beauty, recreational value and community use (Reydon Corner, Jubilee Green, Reydon Recreation Ground and Reydon Playing Fields, Reydon Churchyard)

6.6 Policy RNP7 sets out a policy basis to safeguard the local green spaces throughout the Plan period. It follows the approach as set out in paragraph 101 of the NPPF where development will only be supported in very special circumstances.

6.7 Policy RNP 7: Local Green Spaces:

The following open spaces should be given the status of Local Green Space:

Reydon Recreation Ground, Reydon Playing Fields, Jubilee Green, Reydon Corner and Reydon Churchyard (See Policy Map RNP Map 4 and Maps RNP 4a, 4b, 4c, 4d, 4e)

Proposals for development within designated local green spaces will only be supported in very special circumstances.

6.8 We also asked which buildings and services in the village are community assets which should be protected as far as possible and remain in use for the benefit of the community. The community identified Boydens and Barbrooks Stores, Reydon Pharmacy, the Sole Bay Health Centre and the Reydon Playing Fields Pavilion as assets which should be protected, along with the Village Hall which is already protected by virtue of its ownership by the Parish Council.

6.9 RPC Action 4: Registration of Community Assets:

In support of this Neighbourhood Plan, the Parish Council will seek to register Boydens and Barbrook Stores, Reydon Pharmacy, the Sole Bay health Centre and Reydon Playing Fields Pavilion as assets of community value and thus prevent their immediate sale for other uses.



Above: New Sports Pavilion. Below: Recreation Ground



7. KEY ISSUE 4: FLOOD RISKS AND EROSION

7.1 Key areas of Reydon are at risk from the sea (farmland and property at Easton Bavents and, in the longer term, property around Bridge Road) and from storm surge flooding along the Blyth Estuary. There is also risk in much of the Parish of flooding from rivers (fluvial flood risk) and surface water (pluvial flood risk). The latter is acute along the drainage flow path along Covert road.

7.2 The issues arising from coastal change are addressed in the Shoreline Management Plan, developed by the District Councils in partnership with the Environment Agency and in the related WLP Policy WLP 8.25 (Coastal Change Management Policy). The fluvial and pluvial flood risk issues are addressed in WLP in Policy WLP 8.24 (Flood Risk). Proposed development in the area of this Neighbourhood Plan should be assessed for flood risk as required by this policy.

7.3 WLP Policy WLP 8.26 (Relocation and Replacement of Development Affected by Coastal Erosion) also offers help with planning permission for the relocation of properties under threat at Easton Bavents and this is continued in WLP with the allocation of up to seven plots for replacement of dwellings to be lost at Easton Bavents at the proposed Copperwheat Avenue development (Policy WLP 6.1). We asked the community if our Neighbourhood Plan should support and reinforce these policies and identify where new protection may be needed in the long term for the Bridge Road area and other areas of the village which are vulnerable to flooding. Both these propositions received support.

7.4 RPC Action 5: Support and Protection For Property at Risk From Flooding or Erosion:

In support of this Neighbourhood Plan, the Parish Council will support appropriate planning proposals as may be developed in the future for the relocation of properties at risk from erosion at Easton Bavents and any proposals made in the context of the Shoreline Management Plan to protect housing in areas vulnerable to future flooding.

7.5 The Blyth Estuary Partnership (BEP) is developing a strategy to maintain the estuary and protect the surrounding land from flooding. This will involve raising the river walls (mud banks) along the length of the estuary, the cost of which will fall onto local landowners and the local authorities. We asked the community if the Neighbourhood Plan should support raising of the river walls and possibly allow modest development on farmland to support the cost of doing so. There was strong support for raising the river walls but limited support for allowing enabling development on farmland to pay for this. Given that BEP has not yet developed its preferred strategy, which also needs to take account of other complex issues at Southwold Harbour, it is not possible at this time to develop policies on these issues.

7.6 RPC Action 6: Blyth Estuary Strategy:

The Parish Council will continue to support the Blyth Estuary Partnership in its work to develop a preferred strategy to maintain the Blyth Estuary and will support appropriate proposals and related planning applications to deliver this strategy.



Storm surge in the Blyth Estuary, Jan 2019

8. KEY ISSUE 5: INFRASTRUCTURE NEEDS (SEWERAGE, DRAINAGE, ROADS AND PARKING)

8.1 New development in the village must be supported by adequate infrastructure and our consultation confirmed that residents have concerns about areas where systems already are at or beyond their limit. This is particularly true in the case of the sewerage and surface water drainage systems. A number of identified areas of the village regularly experience problems with sewage back up and spillage and/or flooding because surface water is not drained adequately.

8.2 WLP (WLP 1.3 Infrastructure) has clear provision for ensuring that new developments have adequate provision for sewerage and that surface water is retained and drained within the area of new developments. Residents, however, are concerned that assurances by the utility company about the capacity of the sewerage system given in response to development proposals are not reflected in reality.

8.3 RPC Action 7: Work to Ensure Adequate Provision for Sewerage and Drainage:

In support of this Neighbourhood Plan, the Parish Council will continue to pursue issues of concern about sewerage and drainage with the relevant utility company and will work with East Suffolk Council to ensure that any development proposal includes adequate provision for necessary improvements needed to the sewerage and drainage systems.

8.4 We also asked the community for its views on issues of safety, in particular, provision for safe road access from new developments onto main roads, and the development of safe cycle and walking routes. All these were seen as key priorities which must be addressed as follows.

8.5 Policy RNP 8: Safe Access To and From New Developments:

New developments should demonstrate the way in which they can safely be accommodated within the capacity of the local highways network. Where necessary, new developments should incorporate more than one point of access. Developments that would cause an unacceptable impact on the capacity or safety of the local highway network will not be supported.

8.6 Policy RNP 9: Safe Walking and Cycling Routes:

Where practicable, all developments, other than householder proposals, should include provision for safe cycling and walking routes on site and to and from the development (including pedestrian crossings of main roads where appropriate), and contribute to improved walking and cycling access to key places in the village (such as Reydon Primary School, the Sole Bay Health Centre, village shops), to the countryside and to the facilities and shops in Southwold.

8.7 RPC Action 8: Provision of Safe Walking and Cycling Routes:

***In support of this Neighbourhood Plan the Parish Council will seek to give priority in its use of Community Infrastructure Levy Funding to support the provision of safe walking and cycle routes around the village, to improve access to the countryside and to Southwold.
(See also Policy RNP 6 and RPC Action 3)***

8.8 Our community also expressed concerns about unsightly and unsafe parking, such as parking on roadside verges. The Suffolk County Council Planning requirements now include a reasonable level of off-street residents' parking required in all new developments which must be enforced along with provision for visitor parking. Visitor parking will increasingly be needed by carers supporting our ageing population at home.

8.9 RPC Action 9: Adequate Parking Provision:
In support of this Neighbourhood Plan, the Parish Council will work with the East Suffolk Council to ensure that adequate parking provision is included in all new developments as required in Policy WLP 8.21.

9. KEY ISSUE 6: DESIGN PRINCIPLES FOR THE VILLAGE

9.1 To date, Reydon has been developed without much thought to the design or the look and feel of the built environment in which we live – Victorian almshouses and older cottages are surrounded by bungalows and houses which could be found in almost any town across the nation.

9.2 The protection of the historical, archaeological, environmental and landscape heritage of Reydon is of great importance to the community and we are pleased that this is given significant protection by key policies in WLP, notably in policies 8.34 (biodiversity and geodiversity), 8.35 (landscape character), 8.37 (historic environment) and 8.40 (archaeology).

9.3 In any new development we have the chance to try and create a built environment that reflects some of the unique aspects of Reydon and its setting. This will be of great importance since all significant development will extend the built area of Reydon into the surrounding countryside which has been identified as an Area of Outstanding Natural Beauty. Any development should be planned to create a sympathetic interface between the built area and its setting.

9.4 The local Suffolk style for dwellings in the countryside has been largely characterised in the last two centuries by relatively modest housing with largely symmetrical fenestration and doorways and often constructed of brick and pantiles, with limited decoration in brickwork or by use of stone sills and lintels and/or by use of weatherboarding, usually on upper floors. Rendered external surfaces on older dwellings are often coloured with pale washes. There are many examples of such houses in Reydon (see illustrations below) and these could be a reference point for new housing pushing into our surrounding countryside.

9.5 An alternative approach to more contemporary design would be to take these elements, or the colours and nature of the landscape itself (including reed beds, cultivated fields, marshes and woodland), as a starting point to be reflected in the selection of materials, colours and shape.

9.6 We are also in an area of the country which will be significantly affected by sea level rise, including

that arising from climate change. Improving the carbon footprint and energy efficiency of the village should also, therefore, be a priority. To maintain a sustainable community in our village, we need to do what we can to limit the factors causing sea level rise and other climate change risks to our locality. We applaud the local developers, such as Hastoe Housing Association, who voluntarily commit to high standards of energy efficiency in their new buildings.

9.7 Finally, we are a village in and of the countryside. Any new development should enhance the relationship of the settlement to its surroundings, through appropriate screening, wildlife corridors, provision of small internal green spaces and so on. This approach to maintaining or increasing biodiversity will meet the aims of the 2019 Environment Bill for “net gain” of habitats.

9.8 Policy RNP 10: Reydon Neighbourhood Design Principles:

New development should take account of the following design principles as appropriate to their scale and use:

- a. **The location, scale and design standard of all new development should retain or enhance the character and setting of the village;**
- b. **New buildings should be highly energy efficient, meeting or exceeding government policy for national technical standards and those required by Local Plan policy WLP 8.28;**
- c. **New dwellings should be modest in character and reflect historical Suffolk countryside styles and/or the features and colours of the landscape in their design but without creating a pastiche approach;**
- d. **New developments should include sympathetic use of tree and hedge planting to soften their impact and include green areas and use of hedging and trees within the built area;**
- e. **Development proposals should incorporate into their design features which maintain or, if possible, provide gains to biodiversity. Landscaping and planting should encourage wildlife, connect to and enhance wider ecological networks, including nectar-rich planting for a variety of pollinating insects and provision for nesting birds such as swifts. Divisions between gardens, such as walls and fences, should be designed to enable movement of species such as hedgehogs between gardens and green spaces. Existing ecological networks should be retained.**

RPC Action 10: Protecting and Enhancing Green Areas and Verges

In support of this Neighbourhood Plan, the Parish Council will work to ensure the protection of all open spaces and trees within the village and encourage new planting where appropriate, including the seeding of green areas and roadside verges with wildflowers and the creation of wildlife corridors.



Above and Below: Late 19th or early 20th Century Suffolk Countryside Cottages in Reydon



*Above: Reydon Barn Conversion with weatherboarding
Below: Older Reydon House with Colour Wash*

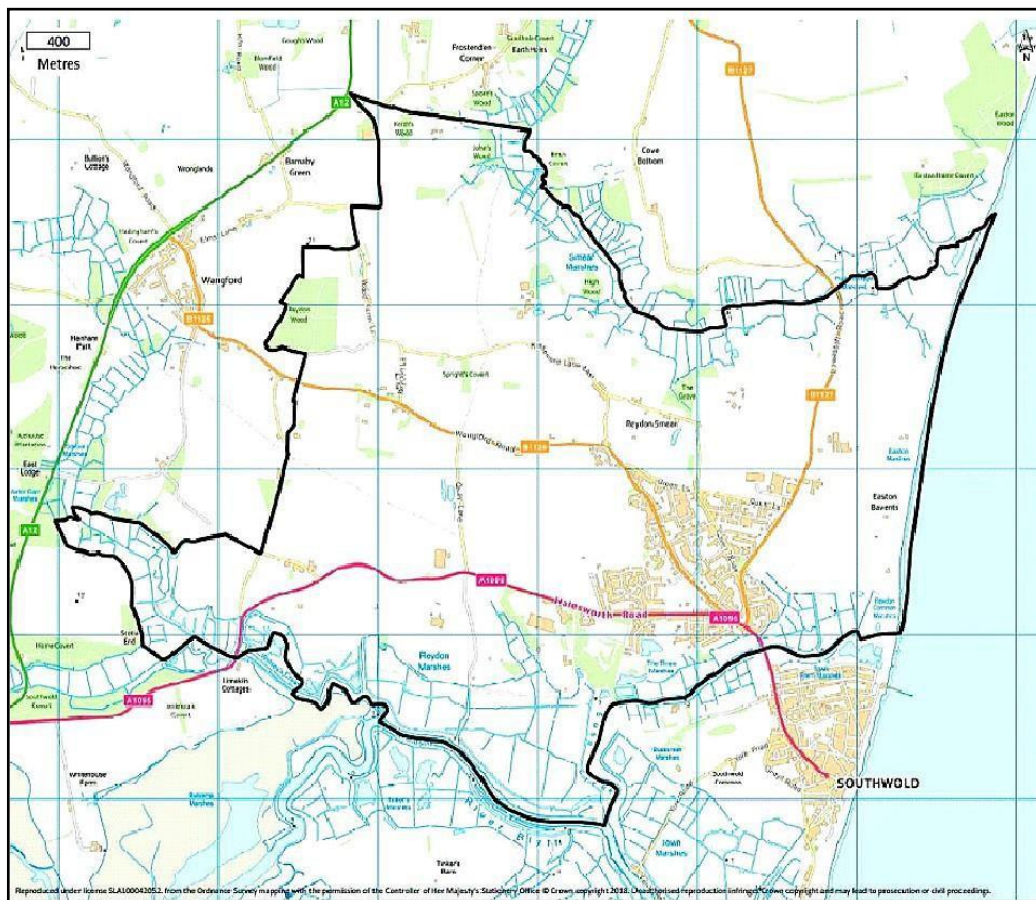


Examples of Reydon Houses to Inform
Application of Design Principles

*Below and Below Left: 2019 New Build Houses of Modest Character
and with Features of Suffolk Countryside Cottages*



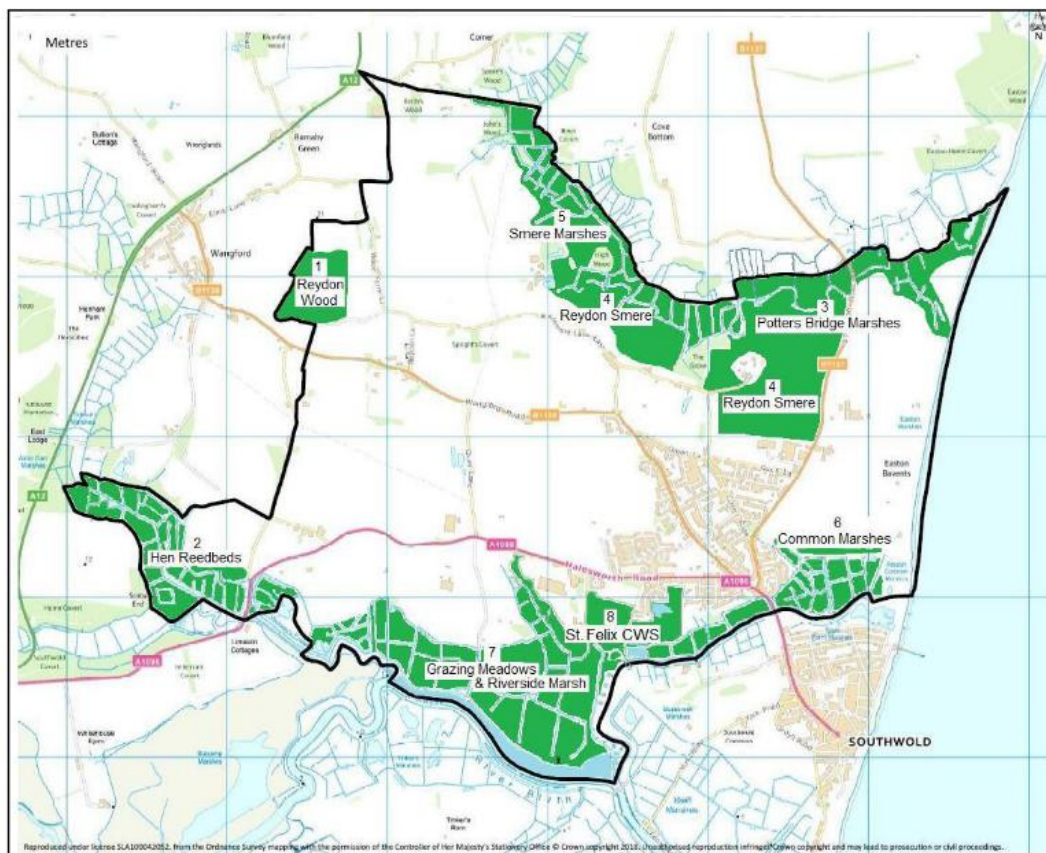
RNP Map 1—Reydon Neighbourhood Plan area



RNP Map 2—Reydon Settlement Boundary as set out in WLP

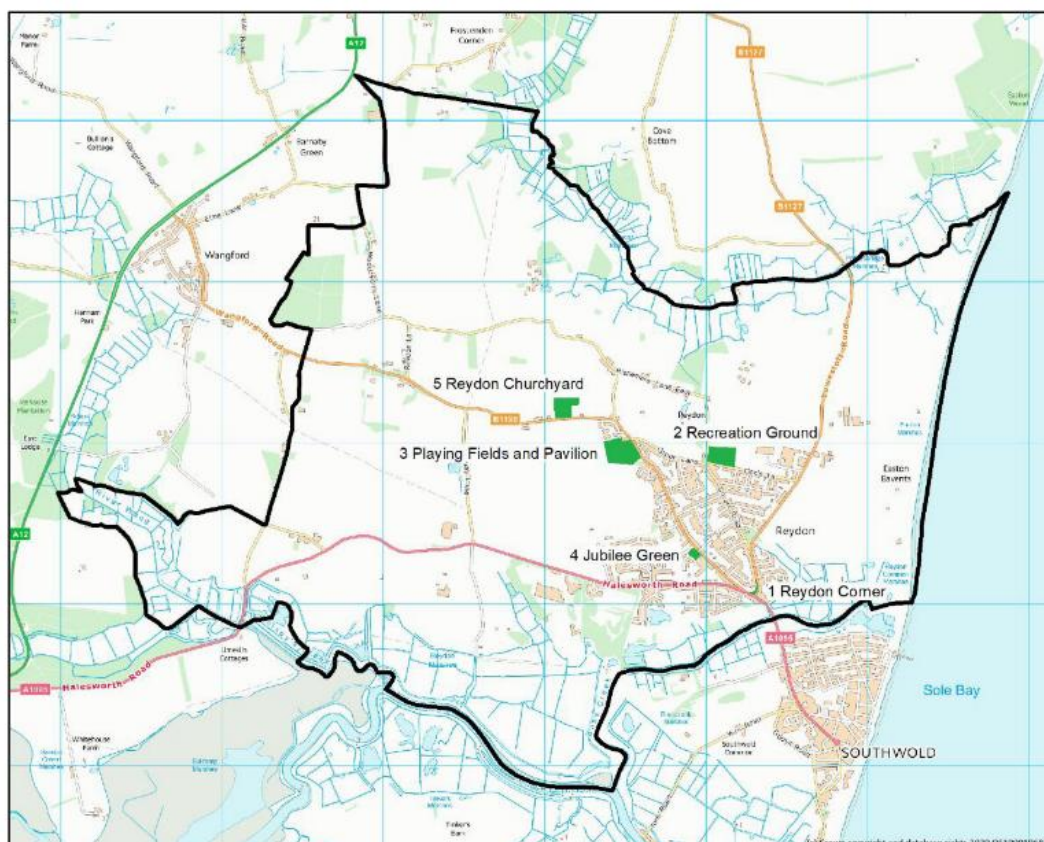


RNP Map 3—Most Valued Areas of the Countryside



1. Reydon Wood
2. Hen Reedbeds
3. Potters Bridge marshes
4. Reydon Smere
5. Smere Marshes
6. Common Marsh
7. Grazing Meadows
8. St Felix County Wildlife Site

RNP Maps 4 and 4a-e —Local Green Spaces

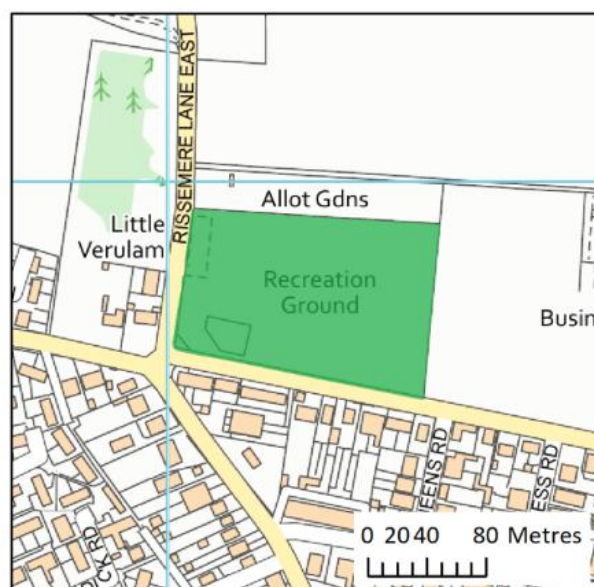


1. Reydon Corner
2. Recreation Ground
3. Playing Fields and Pavilion
4. Jubilee Green
5. Reydon Churchyard

1 Reydon Corner



2 Recreation Ground



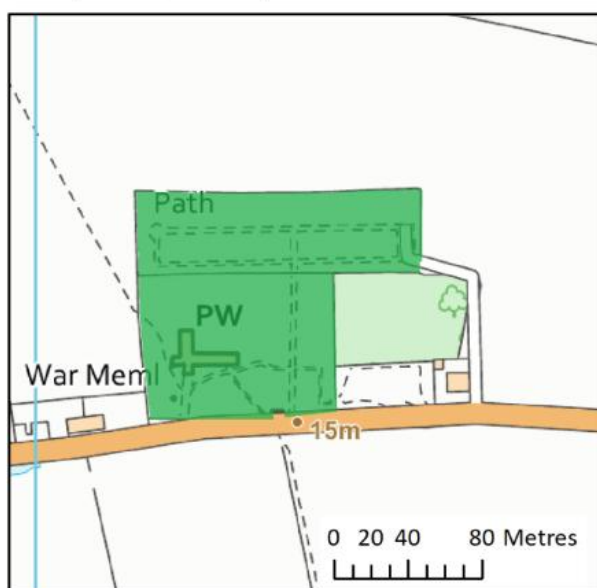
3 Playing Fields & Pavilion



4 Jubilee Green

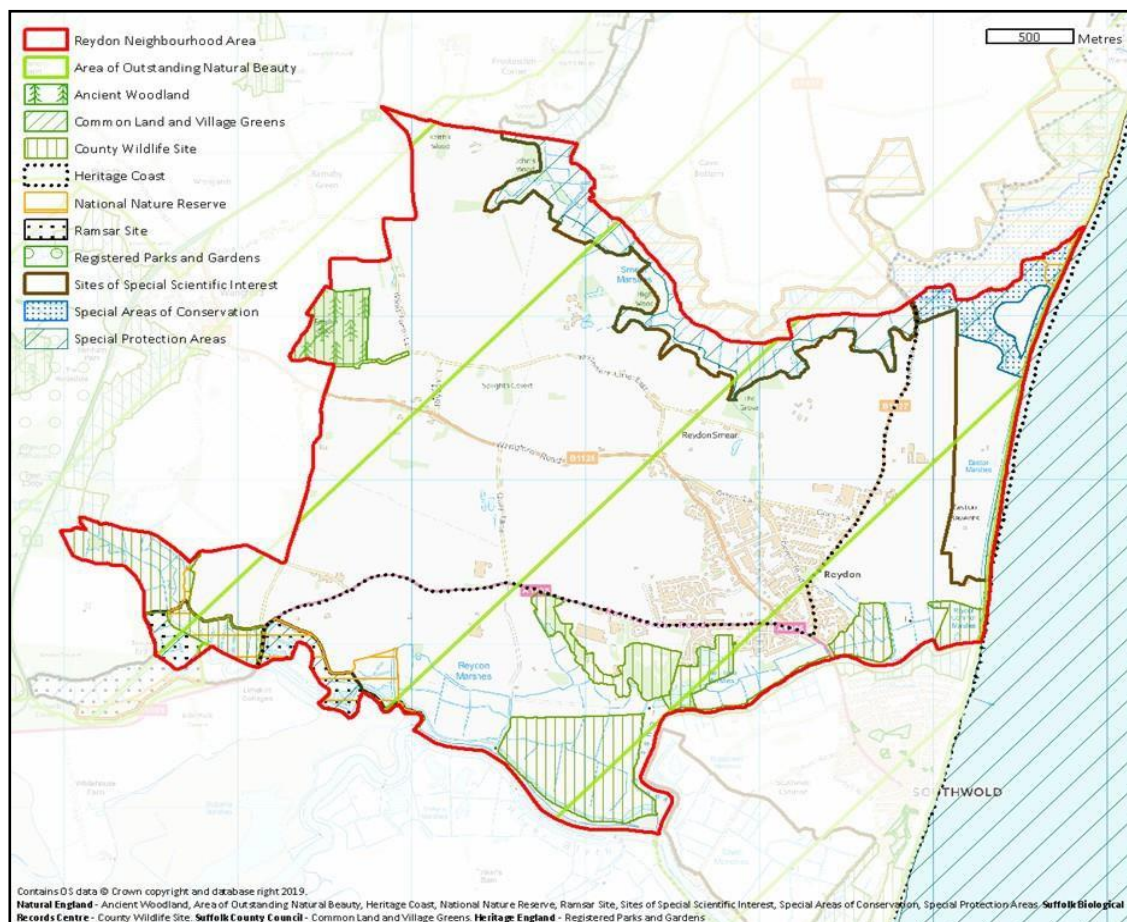


5 Reydon Churchyard



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Reydon Nature Designations



List of Appendices (available separately in four pdf files available from the Reydon Village website: <http://reydon.onesuffolk.net/>)

1. Our Consultation Process 2018-20 with attachments (Main pdf)

- Results from Pre-Submission Consultation, June/July 2019
- Full Village Survey Results; Part One: Data
- Full Village Survey Results; Part Two: Summary and Analysis of Comments
- Coverage Data of Survey (by Road)
- Report of Primary School Consultation
- Responses and Analysis from Community Engagement Events
- Reydon Local Housing Survey, December 2016

2. Basic Conditions statement, February 2020 (second pdf)

Background Documents

3. Reydon Village Plan, November 2014 (separate pdf)
4. Reydon Flood Zones (separate pdf)
5. Southwold and Reydon Society Housing Report, 2012 (separate pdf)
6. East Suffolk Council – Waveney Local Plan and Supporting Evidence, 2019 (available from ESDC website)

GLOSSARY OF SOME OF THE KEY TERMS USED IN THIS PLAN

LOCAL DEVELOPMENT PLAN: (in this document referred to as “the East Suffolk Council - Waveney Local Plan” or **WLP**) - A set of regulations and recommendations compiled and administered by a **LOCAL PLANNING AUTHORITY or LPA** – in this case, East Suffolk Council. Designed to set out local policies on all aspects of planning. Our Neighbourhood Plan, once made, will become part of the Local Development Plan.

THE NATIONAL PLANNING POLICY FRAMEWORK or NPPF was first issued by central government in 2012 (and subject to revision). As the name suggests, it provides national planning policy.

An **AREA OF OUTSTANDING NATURAL BEAUTY or AONB** is designated by Natural England for its national importance or significant landscape value. There are only about 50 in England and Wales and they are given additional protection against development. Our AONB, **Suffolk Coast and Heaths**, was designated in 1970.

COMMUNITY INFRASTRUCTURE LEVY is a sum charged to developers (with the general exception of charitable or social housing schemes) as part of the planning process. It must be used to pay for the infrastructure (services and facilities) required as a result of development.

REGISTERED PROVIDERS (RP) are usually housing associations or other housing groups which have been approved by Central Government to provide affordable and other housing and must comply with rules affecting finance, development, terms of sale and resale and tenancies.