REDRUTH TOWN COUNCIL **CONSEL AN DRE RESRUDH**

Redruth Civic Centre, Alma Place, Redruth, Cornwall TR15 2AT
Tel No: 01209-210038 e-mail: admin@redruth-tc.gov.uk

Town Mayor: Cllr R S Barnes **Town Clerk: C Caldwell**

Our Reference:
RTC/420/3/Mtg
Date:
9th October 2024

See Distribution

Dear Councillor

Meeting of the Planning Committee – Monday 14th October 2024

You are summoned to attend a meeting of the Redruth Town Council Planning Committee to be held at Redruth Civic Centre, Alma Place on Monday 14th October 2024. Proceedings will commence promptly at **7pm**.

The Agenda and associated papers are enclosed for your reference and information.

Yours sincerely

C. Caldwell

Charlotte Caldwell
Town Clerk

Enclosure:
1. Agenda and associated documentation

Distribution:

Action:

Cllr S Barnes
Cllr H Biscoe
Cllr A Biscoe
Cllr B Craze
Cllr K Grasso
Cllr R Major
Cllr I Thomas
Cllr W Tremayne

Information:

All other Councillors
Cornwall Council Members
Press & Public

REDRUTH TOWN COUNCIL

MEETING OF THE PLANNING COMMITTEE – Monday 14th October 2024

AGENDA

PART I – PUBLIC SESSION

1. To receive apologies for absence

2. Members to declare any disclosable pecuniary interests or non-registerable interests (including details thereof) in respect of any item(s) on this Agenda

3. Public participation session - to allow the public to put questions to the Council on any matters relating to this Agenda

4. To consider the planning applications (schedule attached)

5. To confirm the Minutes of the Meeting of the Planning Committee held on 9th September 2024 (Minutes attached)

6. Clerk's Report

7. To receive correspondence:

   7.1 Decision Notice Schedule

   7.2 Licensed Premises Schedule

   7.3 Pre-application Schedule

   7.4 Cornwall Council – PA24/07164, 24A Clinton Road, Notification of works to trees in a Conservation Area namely fell one dead cabbage palm tree on steps, remove major dead wood only from two ash trees and one beech tree over the car park side, also remove lower lateral on sycamore tree and clear one metre around phone lines

   7.5 Cornwall Council – PA24/07684, 20 Foundry Row, Notification of works to trees in a Conservation Area namely: T1 – Ash, fell due to root damage to boundary wall. T2 – twin-stemmed Sycamore, fell due to root damage to boundary wall. T3 – Privet stems, fell due to root damage to boundary wall

   7.6 Locality – Neighbourhood Planning Newsletter – September 2024

REDRUTH TOWN COUNCIL PLANNING COMMITTEE

SUBMISSIONS FOR: Monday 14th October 2024

LIST 1 (FOR APPROVAL EN-BLOC)

Ser No	Planning App No *(All **PA24/** unless otherwise stated)*	Details	Ward	Reply
1	06627	31 Treganoon Road, Mount Ambrose The removal of a conservatory and the introduction of a rear extension for auxiliary floor space and a side extension to the garage For Mr Daniel Oliver	Central	Supported
2	02319	Windy Ridge, Radnor Road Erection of livestock and agricultural storage building For Mrs L Abraham	North	Supported
3	05978	Land at Wheal Harmony Construction of external storage area and boundary treatment to be used in association with the units approved under decision PA24/00523 For Mr Paul Wong, Classic Builders (South West) Ltd	North	Supported
4	06226	Workshop North East of Penair, Wheal Buller Erection of workshop and access track For Mr Riley	South	Supported
5	02018	Land South of Bella Vista, Sandy Lane Application for Permission in Principle for the construction of an affordable housing led housing development For Mr L James	Central	Not supported on the grounds that the proposals are not in accordance with the emerging Redruth Neighbourhood Development Plan
6	07010	Laburnum House, West End Works to trees in a Conservation Area for Leylandii (T1) – fell. Tree is overgrown and starting to restrict light into properties. Leylandii (T2) – fell. Tree is strom damaged and weak For Mrs Jenny Warrel	South	Supported

7	07311	Plantation House, Harris Mill Single storey garage extension For Mr & Mrs Pengelly	North	Supported
8	07200	2 Blowinghouse Hill Rear single storey extension For Mr & Mrs Honer	North	Supported

LIST 2

Ser No	***Planning App No*** *(All **PA24/** unless otherwise stated)*	***Details***	***Ward***	***Reply***
9	07120 (Cllr Barnes)	39 Mount Ambrose To construct a flat roof dormer with Juliet balcony For Mr Neil Cudlip	Central	
10	07438 (Cllr Tremayne)	Land North West of 3 Beechtree Close, Wheal Rose Application for Permission in Principle for proposed erection of up to 4 dwellings on the site (minimum 3, maximum 4) For Mr & Mrs S Clayton	North	
11	05714 (Cllr Thomas)	8 Bond Street Change of use of two storey commercial unit to form three flats and the renovation of an attached existing flat For Ms Allen, Cornish Coastal Companies Ltd	South	
12	06979 (Cllr A Biscoe)	Land to the West of Tolgus Meadow, Tolgus Mount Application for Permission in Principle for the erection of one residential dwelling For Mr Bray	North	
13	07611 (Cllr H Biscoe)	Land North of Homestead, Old Sandy Lane Construction of agricultural building for maintenance purposes & associated works For Mr & Mrs Rideout	South	

REDRUTH TOWN COUNCIL **CONSEL AN DRE RESRUDH**

Redruth Civic Centre, Alma Place, Redruth, Cornwall TR15 2AT
Tel No: 01209-210038 e-mail: admin@redruth-tc.gov.uk

Town Mayor: Cllr R S Barnes **Town Clerk: Ms C Caldwell**

Minutes of a Meeting of the Planning Committee held at Redruth Civic Centre, Alma Place, Redruth on Monday 9th September 2024

Present:	Cllr H Biscoe	Chairman
	Cllr W Tremayne	
	Cllr S Barnes	
	Cllr A Biscoe	
	Cllr B Craze	
	Cllr K Grasso	
	Cllr R Major	
	Cllr I Thomas	
In attendance:	Ms A Hunt	Operations Officer
	Miss K O'Dell	Administration Assistant

PART I – PUBLIC SESSION

1593.1 **To receive apologies for absence**

None were received.

1593.2 **Members to declare any disclosable pecuniary interests or non-registerable interests (including details thereof) in respect of any item(s) on this Agenda**

None were declared.

1593.3 **Public participation session - to allow the public to put questions to the Council on any matters relating to this Agenda**

No members of the public were in attendance.

1593.4 **To consider the planning applications**

1593.4.1 The planning applications were dealt with in accordance with the attached Annex A to these minutes.

1593.5 **To confirm the Minutes of the Meeting of the Planning Committee held on 12th August 2024**

1593.5.1 RESOLVED by Majority that the minutes of the Meeting of the Planning Committee held on 12th August 2024 be accepted as a true and accurate record of proceedings. [Proposed Cllr A Biscoe; Seconded Cllr Thomas]. Cllr Tremayne abstained as he was not present at the meeting.

1593.6 **Clerk's Report**

A report had been circulated prior to the meeting. The Operations Officer reminded councillors about the upcoming Local Council Planning training and would forward the link to the session. The report was noted.

1593.7 **To receive correspondence:**

1593.7.1 *Decision Notice Schedule*

The schedule was noted.

1593.7.2 *Licensed Premises Schedule*

The schedule was noted.

1593.7.3 *Pre-application Schedule*

The schedule was noted.

1593.7.4 *The Planning Inspectorate – Appeal Decisions, APP/D0840/C/23/3331253 & APP/D0840/C/23/3331254, 77 Falmouth Road.*

The correspondence was noted.

1593.7.5 *The Planning Inspectorate – Appeal Decision, APP/D0840/W/24/3337842, Land adjacent to St Day Road, Sandy Lane*

Councillors expressed concerns over the appeal decision and the failure to give proper consideration to the emerging Neighbourhood Development Plan, as well as the dangerous precedent which had been set.

1593.7.5.1 Unanimously RESOLVED to write to the Minister for Housing and Planning advising that, in the Town Council's considered opinion, the appeal should have been refused [Proposed Cllr Tremayne; Cllr Barnes].

1593.8 **To receive a brief presentation on Requests for Pre-Application Advice**

As part of the commitment to providing ongoing guidance to the Planning Committee, the Operations Officer gave a presentation in relation to Requests for Pre-Application Advice and answered questions from Councillors.

Chair

REDRUTH TOWN COUNCIL - PLANNING SCHEDULE

ANNEX A

All references for PA24/ unless otherwise stated.

Meeting: Monday 9th September 2024

REF NO	CC REF	SITE	PROPOSAL	DECISION
LIST 1 Unanimously RESOLVED that Recommendations on List 1 are supported en bloc. [Proposed Cllr Barnes; Seconded Cllr A Biscoe]				
1	06348	Redruth Community Centre, Foundry Row	Advertisement consent for three non-illuminated signs on the exterior of the building	No comment
2	06084	Cornwall Reclaim and Woodstore, The Boatshed, Gilberts Coombe, New Portreath Road	Certificate of Lawfulness for existing use of part of building as self-contained residential unit	Supported
3	06025	54 Raymond Road	Proposed first floor rear extension above existing ground floor extension and single storey infill extension	Supported

4	05826	7 Wheal Harmony Terrace	Retention of construction of first floor extension, ground floor extension and associated works including a Juliet balcony on the northwest elevation	Supported
5	06456	9 Plain An Gwarry	Works to trees in a conservation area (CA), works G1 – 1 x medium ash & 2 x medium sycamores (lapsed pollards) – re-pollard at height of previous operations (4-5m height)	Supported
6	05866	57A West End	Change of use of disused ground floor retail area to form ground floor of single two-storey dwelling. *Stud walling dividing shop and small downstairs staircase area of the flat had to be removed during essential structural repair work (this information indicates the work that has happened that could form part of change of use)	Supported
7	06741	67 Fore Street	Change of use of existing first floor redundant store to apartment & associated works	Supported
8	06589	6B Green Lane	Change of use to Sui Generis	Supported
9	05878	Land adj to Castle View Close	Reserved Matters application for Appearance, Landscaping, Layout and Scale following outline consent PA23/02427 dated 24.05.23	Supported
10	06668	Burgenstock, Trewirgie Road	Non material amendment in relation to decision notice PA22/07932 dated 27.10.22 dated to omit kitchen windows from North West elevation. Change fibre cement horizontal cladding to	Supported

			natural vertical slate hanging. Replace folding/stacking doors with sliding and French doors. Colour of UPVC window/door frames specified. Window extended vertically within South West elevation	
LIST 2				
NIL				

Redruth Town Council
Clerk's Report – Planning Committee
Meeting Date: 14th October 2024

Ser No	Item	Action	Response
1591.7.5	Local Council Planning training, 19th September 2024	Link to online training session to be forwarded to all members of the Planning Committee	Link sent. Training resources to be circulated.
1593.7.5.1	The Planning Inspectorate – Appeal Decision, Land adjacent to St Day Road, Sandy Lane	Unanimously RESOLVED to write to the Minister for Housing and Planning advising that, in the Town Council's considered opinion, the appeal should have been refused	Letter drafted

Planning Committee

Meeting 14th October 2024

Decision Notice Schedule

All references for PA24 unless otherwise stated

RTC REF	CC REF	SITE	PROPOSAL	RTC DECISION	CC DECISION
1579.15.1.1 1591.4.1.1	01160	Ciao Bellissimo, 58 Fore Street	Conversion of commercial and residential units to retain 2no. commercial units and provide 1no. dwelling and 2no. flats together with associated works including installation of solar panels	RESOLVED by Majority to support the application for three flats, over three split levels, in an aged building, with these two provisos: (i) Cornwall Council instructs its own Fire and Rescue Service to carry out a full fire risk assessment to ensure safe escape routes for all residents; (ii) Cornwall Council Planning Department satisfies itself that sufficient utility space is provided for the treatment of waste and recycling	Approved
1591.4.1.11	05538	Trevarrack, West Trewirgie Road	Application for works to trees subject to Tree Preservation Order namely T1 Ash. Crown lift to height of 5m from lawn area; minor reduction (approx. 1.5m) of branch extending to the south (as per photograph). T2 Sycamore. Crown lift single stem Sycamore to approx. 5m; remove epicormic growth. T3 Sycamore. As T2	Unanimously RESOLVED to support the application	Approved
1586.4.1.2	04349	Land Adjacent to River Barns, Old Portreath Road	Proposed change of use of land as extension to caravan site including installation of static caravans without compliance with condition 2 of decision PA21/10308 dated 21.04.2022	Unanimously RESOLVED to support the application	Approved

1591.4.1.9	05633	Penventon Park Hotel, West End	Works to trees subject to a Tree Preservation Order (TPO), works include remove dead wood T1, T5, T14, T21, T34, T36, T40, T41, T43. Crown lift T2, T3, T5, T6, T10, T11,T19. Fell T4, T13, T27, T28, T29, T31, T37, T42, T45, T26, T15, T30. Remove T8, T9, T17, T18, T20, T23, T24, T25, T38. Severe Ivy T7, T10, T11. Prune T32, T33. Remove epicormic growth T35, T16. Coppice T12. Remove two lowest limbs T22. Remove dead limb T44	Unanimously RESOLVED to support the application	Approved
1591.4.1.7	05418	2 Claremont Vean, Penders Lane	Proposed single garage/storage to number 2 Claremont Vean	Unanimously RESOLVED to support the application	Approved
1591.4.1.10	05536	Rosekenwyn, 5 Chapel Street	Listed building consent for curved stair lift	Unanimously RESOLVED to support the application	Approved
1591.4.1.5	05228	2A West Trevingey	Application for a Lawful Development Certificate for an Existing Use for the erection of a building and its existing use as a dwellinghouse and existing use of land as its incidental and ancillary curtilage	Unanimously RESOLVED to support the application	Granted
1591.4.1.4	05014	Hillside House, Harris Mill	Continued use of a portion of the building as a self-contained annexe	Unanimously RESOLVED to support the application	Approved
1593.4.1.4	05826	7 Wheal Harmony Terrace	Retention of construction of first floor extension, ground floor extension and associated works including a Juliet balcony on the north west elevation	Unanimously RESOLVED to support the application	Approved
	05594	1907 Building, Krowji, West Park	Prior Approval for proposed installation of approximately 39 JA Solar Mono All Black 440w solar panels	Not consulted	Prior approval not req'd
1593.4.1.8	06589	6B Green Lane	Change of use of ground floor to Sui Generis (tattoo studio)	Unanimously RESOLVED to support the application	Approved
1591.4.1.12	05339	Overflow Car Park, Krowji, West Park	Installation of ground mounted photovoltaic array to the existing private overflow car park on the site	Unanimously RESOLVED to support the application	Approved

1532.6.1.8	**03089 (PA23)**	**Land at Treleigh**	**Construction of 25 dwellings**	Unanimously RESOLVED not to support the application on the grounds: (i) of concerns over proposed access arrangements; (ii) of concerns over proposed arrangements for pedestrian crossing and, in particular, the safety of school children utilising the route; (iii) of the need to maintain a green agricultural buffer zone; (iv) that the proposals are not in keeping with the emerging Neighbourhood Development Plan and (v) that it is neither necessary nor helpful to change agricultural land to residential. Should Cornwall Council be minded to approve the application, Redruth Town Council asks that the cumulative effect of increased traffic levels be taken into acocunt, and consideration given to reducing the speed limit on the stretch of the A3047 in question from 40mph to 30mph. Given the climate emergency, Redruth Town Council also wishes to remind the developers of the duty to utilise a sustainable power source.	**Approved**

1593.4.1.5	06456	9 Plain An Gwarry	Works to trees in a conservation area (CA), works G1 – 1 x medium ash & 2 x medium sycamores (lapsed pollards) – re-pollard at height of previous operations (4-5m height)	Unanimously RESOLVED to support the application	Decided not to make a TPO
1595.7.4	07164	24A Clinton Road	Notification of works to trees in a Conservation Area namely fell one dead cabbage palm tree on steps, remove major dead wood only from two ash trees and one beech tree over the car park side, also remove lower lateral on sycamore tree and clear one metre around phone lines		Decided not to make a TPO
	04308	Land adj to 24 Cardrew Close	Submission of details to discharge condition nos. 4 and 5 in respect of decision notice no. PA23/03913 dated 07/08/2023	Not consulted	s52/s106 and discharge of condition apps
1593.4.1.10	06668	Land Adjacent to Burgenstock, Trewirgie Road	Non material amendment in relation to decision notice PA22/07932 dated 27.10.22 to omit kitchen windows from North West elevation. Add Velux roof window to North West elevation. Change fibre cement horizontal cladding to natural vertical slate hanging. Replace folding/stacking doors with sliding and French doors. Colour of UPVC window/door frames specified. Window extended vertically within South West elevation	Unanimously RESOLVED to support the application	Approved
1591.4.1.8	04367	114 Albany Road	Construction of two-storey extension	Unanimously RESOLVED to support the application	Approved
1593.4.1.2	06084	Cornwall Reclaim and Woodstore, The Boatshed, Gilberts Coombe	Certificate of Lawfulness for existing use of part of building as self-contained residential unit	Unanimously RESOLVED to support the application	Granted

REDRUTH TOWN COUNCIL PLANNING COMMITTEE

LICENSING SUBMISSIONS FOR:

Monday 14th October 2024

Ser No	License No *(All **LI24/** unless otherwise stated)*	Details
NIL		

REDRUTH TOWN COUNCIL PLANNING COMMITTEE

REQUESTS FOR PRE-APPLICATION ADVICE:

Monday 14th October 2024

Reference	Location	Details
01128/PRE	1 Garby Lane	Do I need planning permission to have the kerb lowered in Albany Gardens and create a driveway on land to the side of the house
01076/PREAPP	Land adj to The Nook, Wheal Montague	Pre application advice for erection of a dwelling, following the refusal of PA24/2002
00953/PREAPP	Hallenbeagle Mine, Cornwall Business Park, East Scorrier	Pre-application advice for proposed s73 planning application for the variation of Condition 3 on Decision Notice PA12/06846 for the proposed erection and operation of an Energy from Waste Facility using advanced thermal conversion to treat commercial and industrial waste(s) for treatment and/or preparation into Refuse Derived Fuel (RDF), with ancillary development including provision for vehicle parking, foul and surface water drainage, landscaping and fencing (application accompanied by an Environmental Statement) to facilitate changes to the approved plans to provide an increase in the height of the stack up to 33m to meet emission requirements, the installation of additional exterior plant and equipment and relocation of the wildflower meadow

CORNWALL COUNCIL

Ms Charlotte Caldwell
Clerk To Redruth Town Council
The Chambers
Penryn Street
Redruth
TR15 2SP

Your ref:
My ref: PA24/00953/PREAPP
Date: 4 October 2024

Dear Ms Caldwell

Application	PA24/00953/PREAPP
Proposal	Pre-application advice for Proposed S73 Planning Application for the Variation of Condition 3 on Decision Notice PA12/06846 for the Proposed Erection and Operation of an Energy from Waste Facility Using Advanced Thermal Conversion to Treat Commercial and Industrial Waste(s) for Treatment and/or Preparation into Refuse Derived Fuel (RDF), with Ancillary Development including Provision for Vehicle Parking, Foul and Surface Water Drainage, Landscaping and Fencing (Application Accompanied by an Environmental Statement) to Facilitate Changes to the Approved Plans to Provide an Increase in the Height of the Stack upto 33m to Meet Emission Requirements, the Installation of Additional Exterior Plant and Equipment and Relocation of the Wildflower Meadow.
Location	Hallenbeagle Mine Cornwall Business Park East Scorrier Cornwall
Applicant	Redhouse Investments Ltd
Grid Ref	172672 / 44636

The above-mentioned application has been received by the Development Management Service and is available for you to view and submit comments through the "Consultee Access Site".

1. You can access the application on which we are inviting your comments using the following link: https://planning.cornwall.gov.uk/online-applications
2. Retrieve the application by entering the reference quoted above and then clicking the "Search" button.
3. Details can then be found by clicking the "Documents" tab and then selecting "View Associated Documents".
4. If possible we would prefer that comments are submitted online by registering then selecting the "submit comments" icon and completing the online form which will immediately update our database and ensure that your comments are made available to the public.

If your response is likely to be longer than the equivalent of one side of A4 paper, please also submit a short executive summary of your comments.

If you are unable to submit comments online, any views you may have on the application should emailed to planning@cornwall.gov.uk quoting reference number PA24/00953/PREAPP by 25 October 2024.

Development Management Service
Cornwall Council
Correspondence Address: Cornwall Council Planning Dept, New County Hall, Treyew Rd, Truro, TR1 3AY
planning@cornwall.gov.uk
Tel: 0300 1234 151 www.cornwall.gov.uk

By email

CORNWALL COUNCIL

Ms Charlotte Caldwell
Clerk To Redruth Town Council
The Chambers
Penryn Street
Redruth
TR15 2SP

Your ref:
My ref: PA24/07164
Date: 18 September 2024

Dear Ms Caldwell

Application	PA24/07164
Proposal	Notification of works to Trees in a Conservation Area namely fell one dead cabbage palm tree on steps, remove majore dead wood only from two ash trees and one beach tree over the car park side, also remove lower lateral on sycamore tree and clear one mitre around phone lines
Location	24A Clinton Road Redruth Cornwall TR15 2QE
Applicant	Mr Henry Coates Mossy trees

The above-mentioned application has been received by the Area 2 Team of Cornwall Council's Development Management Service and is available for you to view online at https://planning.cornwall.gov.uk/online-applications.

As this application is for works to trees in a Conservation Area, it will be decided under delegated authority. There is no need for you to submit any comments to the local planning authority as this communication is merely to notify you that an application has been received.

If you have any questions or concerns please contact me on 01872 322222

Yours sincerely

[redacted]

Development Officer
Development Management Service
Tel: 01872 322222

Development Management Service
Cornwall Council
Correspondence Address: Cornwall Council Planning Dept, New County Hall, Treyew Rd, Truro, TR1 3AY
planning@cornwall.gov.uk
Tel: 0300 1234 151 www.cornwall.gov.uk

CONTRE

By email

CORNWALL COUNCIL

Ms Charlotte Caldwell
Clerk To Redruth Town Council
The Chambers
Penryn Street
Redruth
TR15 2SP

Your ref:
My ref: PA24/07684
Date: 8 October 2024

Dear Ms Caldwell

Application	PA24/07684
Proposal	Notification of works to Trees in a Conservation Area namely: T1 - Ash, fell due to root damage to boundary wall. T2 - Twin-stemmed Sycamore, fell due to root damage to boundary wall. T3 - Privet stems, fell due to root damage to boundary wall.
Location	20 Foundry Row Redruth Cornwall TR15 1AN
Applicant	Mrs Kim Wadham-Smith

The above-mentioned application has been received by the Area 2 Team of Cornwall Council's Development Management Service and is available for you to view online at https://planning.cornwall.gov.uk/online-applications.

As this application is for works to trees in a Conservation Area, it will be decided under delegated authority. There is no need for you to submit any comments to the local planning authority as this communication is merely to notify you that an application has been received.

If you have any questions or concerns please contact me on 01872 322222

Yours sincerely

[redacted]

Development Officer
Development Management Service
Tel: 01872 322222

Development Management Service
Cornwall Council
Correspondence Address: Cornwall Council Planning Dept, New County Hall, Treyew Rd, Truro, TR1 3AY
planning@cornwall.gov.uk
Tel: 0300 1234 151 www.cornwall.gov.uk

Abigail Hunt

From: Neighbourhood Planning Team <info@locality.org.uk>
Sent: 18 September 2024 12:22
To: Admin (Redruth Town Council)
Subject: Neighbourhood Planning Newsletter - September 2024

Neighbourhood Planning Newsletter - September 2024

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Neighbourhood Planning

brought to you by locality

Neighbourhood Planning Newsletter - September 2024

Dear Reader,

Welcome to the 22nd edition of Locality's quarterly neighbourhood planning newsletter.

This edition features

- A chat with Bryony Harrington, Head of the **Right to Build Taskforce,** on why supporting custom and self-build homes can be beneficial for your community.
- **Dr Caglar Koksal**, **University of Manchester**, writes about neighbourhood planning as a tool to help **decarbonise local transport** from the bottom up.
- The first issue of our **Neighbourhood Planning Policy Watch,** a new feature exploring innovative neighbourhood plan policy making through relevant **case studies**. This edition showcases an unusual take on **Local Green Space** development management policy as well as creative ways to **support homeworking and flexible working** practices.

You'll also find our usual features, including **question of the quarter,** *How can you ensure your neighbourhood plan moves smoothly through the process?*, and **top tips** on *keeping your neighbourhood plan simple.*

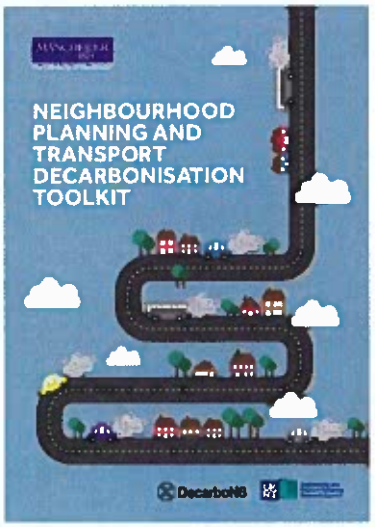
Finally, scroll down for information on how to respond to the **open consultation** on proposed **National Planning Policy Framework (NPPF) changes** as well as the new **Government Survey** on policy and guidance for **demolition and redevelopment or retrofit of buildings.**

Features and articles

A chat with Bryony Harrington, Head of the Right to Build Taskforce

Keep reading to find out more about why and how including policies on custom and self-build homes in your neighbourhood plan can be beneficial for your community.

Read the Q&A



Neighbourhood Planning and Transport Decarbonisation

Dr Caglar Koksal, University of Manchester, writes about how neighbourhood planning can be used as a tool to support bottom-up decarbonisation of local transport.

Read the article

Neighbourhood Planning Policy Watch

Discover our new feature where we explore innovative policies in recently made neighbourhood plans. This first issue showcases case studies on Local Green Space development management policy and on creative ways to support homeworking and flexible working practices.

Read the case studies

Question of the quarter – how can you ensure your neighbourhood plan moves smoothly through the process?

The statutory weight of neighbourhood plans gives them real potential to influence local development, but it also comes with a comprehensive preparation process which requires strong commitment. To boost your chances of moving smoothly through the process and avoid unnecessary hurdles, preparation is key.

This includes creating a simple project plan to help you assess the time and cost implications. You could break it down into key activities, such as:

- area (and forum if applicable) designation
- liaising with your LPA
- publicity, community and stakeholder engagement and statutory consultation at various stages
- building the evidence base
- setting aims and writing the plan
- any site allocations and Local Green Space designations.

In assessing capacity and financial costs needed for each task, it may be helpful to break down each of these activities into smaller actions, placing key milestones and costs against them (this could include venues and materials for community events, paid professional support if needed, website and postage, printing, travel expenses to events, etc.). Estimates for preparing a neighbourhood plan vary widely, depending on their complexity. Although there may of course be unforeseen costs (for example if the community engagement identifies new issues), preparing an estimated budget for the plan making process alongside your project plan will make it easier to identify and allocate possible sources of funding, any professional support, and to ensure your plan is deliverable.

Another key factor to ensure your neighbourhood plan making process runs smoothly is the relationship between those preparing the plan and other key stakeholders. In particular, it is important to develop a good working relationship with your local planning authority and ensure a constructive dialogue throughout the process. To help support this, you may consider the benefits of setting out a Memorandum of Understanding (MoU) early on in the process, as this can help clarify expectations for working together and foster positive and ongoing working relationships. Where relevant, this sort of agreement may also be beneficial to clarify the role of a steering group in supporting the preparation of a

neighbourhood plan and its relationship to the qualifying body (parish or town council). This can help avoid potential confusion or tension further down the line.

It is also essential to make sure there is an effective system in place for record keeping throughout the process, so as to maintain transparency at all stages and clarity over what decisions have been taken and why. This includes detailed information on the results of community engagement and evidence gathering, as well details of any declared or potential conflicts of interest and how they have been managed. This will be especially important if the members of the group change throughout the lifetime of the plan preparation. It will ensure that newer members understand the background and can answer questions or queries if asked at a later date or during the examination of the plan.

Top Tips - how to keep your neighbourhood plan simple

One of the common misconceptions about neighbourhood plans is that they have to be long and complex documents addressing all aspects of local development. The truth is that many do turn out like that, but they really don't have to. Neighbourhood planning is a flexible tool that can be adapted to suit local circumstances, including the local community's capacity, time, and key priorities, as well as what issues the local plan may or may not already address.

Here are a few tips to keep your neighbourhood plan (and journey getting there) simple and effective:

- **Study your local plan:** Before embarking on your neighbourhood plan journey, it is a good idea to familiarise yourself with the different elements of your local plan (strategic and non-strategic policies). Look for the overarching vision of your local plan for your neighbourhood (including any site allocations for development). Try to identify which issues are already sufficiently addressed and don't need to be repeated, and which ones may benefit from a more fine-grain localised approach to fit the circumstances of your neighbourhood. This will help you ensure your neighbourhood plan is as targeted and impactful as possible.

- **Create a work programme:** It does not need to be complex or technically impressive, but is really worth the effort and will help you visualise the process and organise yourself in a much more effective and focused way. What are the key stages and which tasks need to be completed (and by whom) to get to each stage? Do any of the tasks need money or extra volunteers? What will need to be produced/achieved for each task? In what order do things need to happen in and (ideally) by when? This will also help ensure the core group preparing the plan has confidence to make firm decisions and stay focused.

- **Embrace compromise & prioritise:** A neighbourhood plan will inevitably be a compromise between the people involved, the ideas they and the wider community generate, and the resources available. Assess how much time, energy, and resources you can all bring and use community feedback to set out clear and manageable priorities in light of this. As you will not be able to address every issue that might be locally relevant, a helpful tool to sift through different ideas and decide which to focus on is the SMART set of questions to be applied to each idea: Specific (is it clear what you are trying to do?), Measurable (will you be able to tell if it has been a success?), Achievable (are the people, time, money, skills available?), Relevant (is it worthwhile and does it fir with other things you are doing?) and Time-related (when will it be implemented?)

- **Less is more:** Stripped to its essentials, a neighbourhood plan should include a clear community-led vision for the area, translated into specific objectives, which should in turn be expressed as deliverable planning policies, supported by a robust evidence based that includes the results of community engagement. With this in mind, don't be afraid to stick to a small number of objectives and policies if this is what your local circumstances call for! There are plenty of examples of shorter neighbourhood plans out there (see for example Leekfrith, Market Lavington or Strensall with Towthorpe neighbourhood plans).

Open consultation on proposed changes to the National Planning Policy Framework

As you may be aware, the the Ministry of Housing, Communities and Local Government (MHCLG) is currently seeking views on a series of **proposed changes to the National Planning Policy Framework (NPPF)** and on wider national planning policy reforms.

Many of these proposed changes are relevant to neighbourhood planning and wider community-led development initiatives. The consultation documents and information on how to respond are all available here. The consultation closes on **Tuesday 24th September**.

Go to the consultation

Demolition and Retrofit in National Planning Policy: Research Survey for MHCLG

Help the Ministry of Housing, Communities & Local Government (MHCLG) to understand whether Government should update national planning policy and guidance in the future, regarding the **demolition and redevelopment or retrofit of buildings**.

Complete the survey

This research survey is being conducted by Verian on behalf of MHCLG. If you have heard about this research survey via another distribution channel, you only need to complete the survey once. You can find out more information about Verian surveys and what we do with the information we collect in our Privacy Notice here: https://www.veriangroup.com/uk-surveys.

The survey is quick and easy to complete:

- It will only take around 10-15 minutes to complete.
- The results will help to improve MHCLG's understanding of what types of policy intervention could be needed in national planning policy and guidance.
- Please complete the survey before 31 October 2024.

Participation in this research is completely voluntary and confidential. You have the right to withdraw at any time. We will not be able to identify any individuals from the answers given and all data will be used in an anonymised format.

Go to the survey

Resources

Guide on developing a Memorandum of Understanding (MoU) for neighbourhood planning

This toolkit explains the purpose, content, and function of a Memorandum of Understanding (MoU), which is a document that sets forth and clarifies the principles of a working relationship between different parties.

Read the guide here

How to keep your neighbourhood plan simple

This guide sets out some further tips to help neighbourhood plan making run efficiently and avoid pitfalls that can waste valuable time and resources.

Read the guide here

Neighbourhood Planning Champions

Neighbourhood Planning Champions are people across England who have a wealth of knowledge and experience in making their communities better through neighbourhood planning and neighbourhood development orders.

If you want to get in touch with a neighbourhood planning champion, or even find out how to become a champion, you can find them on the neighbourhood planning champions map.

For any specific queries about the support programme, or technical planning questions, use the Locality neighbourhood planning advice service instead of your local champion.

Find a Neighbourhood Planning Champion

Best wishes,

The Neighbourhood Planning Team

locality
the power of community

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