

LONGHOUGHTON NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

MINUTES OF MEETING HELD 2 DECEMBER 2019

1 Present:

Adrian Hinchcliffe (Chair), Peter Bromley, Bill Bell, Brian Ellie, Chris Thomas, Carole Green, Andrew Willmott

In attendance: David English, Jo-Anne Garrick.

David English and Jo-Anne Garrick were welcomed to the meeting.

2 Apologies for Absence:

Councillor Wendy Pattison, Ayshea Lewis, John Haughie, Margaret Robinson

3 Approval of the Minutes from 04.11.19

Were approved as a correct record.

4 Matters Arising

(a) Grant Application to Locality

The grant had been approved and received by the Parish Council.

(b) Old Recreation Field Access – The legal checks to the land registry are being made.

(c) Speed checks in Boulmer Road, Southend and Station Road are awaited.

5 Scoping Report

(a) Title of the Plan.

At the suggestion of the Chair the plan had been given the title of Longhoughton, Boulmer and Howick Development Plan. However, David English suggested that this may be confused with the Local Plan and the word 'Neighbourhood' fits better into the parish level plans. It was therefore decided to change the title to 'Longhoughton, Boulmer and Howick Neighbourhood Plan'.

(b) The Report

The Scoping Report written by Jo-Anne Garrick to identify any gaps in the evidence and the work undertaken so far. The Report had been circulated to the Steering Committee in advance of the meeting. Jo-Anne introduced the report and quickly went through the summaries and recommendations of each section. A number of questions and discussion points were raised and explanations or conclusions given. Some of the questions arose outside the meeting but are included for completeness as follows:

- **The impact of the Northumberland Local Plan (NLP) on the LB&HNP** The published timetable for the adoption of the NLP is March 2020. It is reasonable to suggest that the plan should be adopted during 2020. As long as LPC are mindful of the policies within the NLP (particularly those identified as strategic policies) whilst preparing the plan then it should not be an issue. The key consideration will be when the basic conditions report is prepared (to accompany the submission documents), as this has to illustrate how the LBHNP is in general conformity with the strategic policies of the development plan.
- **Business.** No background paper had been written and it was considered whether a Business survey should be compiled and conducted. This seemed would require a significant effort and it is likely that not many businesses would respond. The RAF is the largest business in the Parish and there are a handful of other concerns that are involved in quarrying and manufacture. There are a number of farms and some have partly diversified into tourism related activities. The Howick Estates operate a number of businesses at Howick and these are mainly tourism related. It is known that there are a large number of small businesses involved in fishing, farming and tourism. Holiday lets are classed as businesses and there are three caravan parks (two for static caravans at Boulmer and one for touring caravans at

Longhoughton. It is also known that there is a brown field site between Longhoughton and the RAF Camp that has planning permission for a touring caravan/campervan site. Later in the meeting reference was made to a possible planning application for a hotel to be created on the site of Seaton Point Farm. If this comes about it will lead to employment opportunities with potential housing implications.

At this stage it was decided not to conduct a Business survey but to continue gathering evidence and see what comes out of the January Consultation. The Steering Group needs to consider whether the emerging Northumberland Plan contains sufficient policies for business and tourism development. If there are specific needs that are not covered policies can be included in the LB&HNP including the identification of potential sites.

- **What will be the impact of BREXIT.** It is likely that everything relating to European protected sites and strategic environmental assessment would be replicated in some way in UK law.
- **Affordable housing** - The AECOM housing needs assessment (HNA) work should provide some helpful information on the need for affordable housing and this could be used alongside the HNS prepared by CAN to help the group consider options for affordable housing.
- **Strategic environmental assessment (SEA)/ habitats regulations assessment (HRA).** Before LPC can apply for the SEA technical support package the screening opinion is needed from NCC. David English confirmed that NCC should be asked for an opinion on whether this is needed when the scope of the plan is clear. The opinion usually takes about two weeks and if it is required it will take about three months to prepare the appropriate assessment in consultations with Natural England. Given the relationship with designated sites and if the plan is looking to support more development than the local plan, then, it is highly likely that a HRA and as a result SEA, will be required. Once the outcome of the January Consultation is known that will be the time to make a request to NCC for a HRA screening opinion.

The Recommendations of the Report including the suggested policy themes were accepted without change.

5 **Vision and Objectives**

The meeting approved the re-worded Vision and Objectives. These are set out below:

The Vision

In 2036 the Parish of Longhoughton, which includes the unique and distinctive villages of Boulmer, Howick and Longhoughton, will be attractive places to live and grow with a community that is sustainable, cohesive and thriving.

The diverse needs and wellbeing of the existing and future residents will be provided for and the community will be sustainable in relation to the facilities and infrastructure available to residents.

Residents will have good access to facilities and be well connected.

The natural, historic and environmental character of the area will be maintained and enhanced for future generations by ensuring that new developments are of an appropriate quality, scale and design.

All people who live in the parish will have the opportunity to participate in shaping their surroundings and feel proud of where they live.

THE OBJECTIVES

Objective 1 - Housing: The location, quantity and type of housing built in the parish, is appropriate to its sustainability and reflects the distinct character and needs of the villages of Boulmer, Howick and Longhoughton.

Objective 2 - Business: Supporting and encouraging appropriate and sustainable levels of business growth and development across the Parish.

Objective 3 - Environment: Protecting and enhancing the natural environment both within and outside the Northumberland Coast Area of Outstanding Natural Beauty and the internationally designated coastal sites. Whilst ensuring appropriate and suitable access for their appreciation.

Objective 4 - Heritage: Protecting and enhancing the distinctive character of the villages and the built heritage of the parish

Objective 5 – Community: Protecting and supporting the development of key community facilities and infrastructure to ensure that the community is inclusive and sustainable.

Objective 6 – Transport and Access: Promoting access to facilities and services for all residents and creating safe and high quality roads, pavements and green routes including footpaths, cycle routes and bridleways.

6 Consultation on the Vision and Objectives

The meeting considered a paper that listed the Recommendations from the Scoping Report and set out a suggested Actions on each. The Actions agreed were as follows:

Recommendation 1

Vision- Accept

Recommendation 2

Objectives- Accept

Recommendation 3

Consultation - Accept, Consultation planned for January 2020

Recommendation 4

Housing Request the Housing Needs Assessment from Locality.

Second Homes JG to write background paper on info. supplied by LPC.

Site Assessment/Settlement Boundary. JG to write a Background paper informed by NCC inf. and LPC knowledge.

Recommendation 5

Business background paper. JG to prepare a business background paper – but subject to further discussions and a possible business survey.

Recommendation 6

Environment JG to Prepare an environmental background paper with guidance from LPC members and other sources.

Recommendation 7

Habitats Once draft planning policies have been prepared a screening opinion from NCC will be requested on whether a HRA (Habitats Regulation Assessment) is needed. If the HRA is needed this automatically triggers the need for a SEA. If needed LPC to apply to Locality for Strategic Environment assessment technical support package. JG to assist with the scope and commissioning at each of these stages.

Recommendation 8

Heritage JG to prepare of a heritage background paper informed by evidence collated by the steering group. LPC to Apply to Locality for the technical package on Design Guide Codes.

Recommendation 9

Green Spaces JG to Prepare a local green space and protected open space background paper informed by information provided by steering group.

Recommendation 10

Travel Routes identification of active travel routes to be done by the Steering Group with guidance from JG.

Recommendation 11

Community Actions Steering Group with the assistance of JG to be responsible for the preparation of a paper that could become an Appendix in the LB&HNP.

Recommendation 12

Policy themes for Housing Accepted

Recommendation 13

Policy themes for business. Accepted

Recommendation 14

Policy themes for Environment Accepted

Recommendation 15

Policy themes for Heritage. Accepted

Recommendation 16

Policy themes for services and facilities Accepted.

Recommendation 17

Policy themes for Transportation Accepted

7 Consultation on the Vision and Objectives

The meeting considered a paper produced by AH putting forward details of the Consultation which was proposed for a three week period in January 2020 commencing during the second week. All residences would receive a four page brochure (delivered to their homes) on the Neighborhood plan incorporating the Vision, Objectives and the proposed planning themes and a questionnaire. This brochure had been compiled based on the Middleton St George model. This brochure would also include the dates of drop-in sessions at Boulmer and Howick village Halls and at the Community Centre in Longhoughton. Those attending would be given guidance on what the Neighborhood Plan is to achieve and local maps would be available for them to locate places that are precious to them along with candidates for heritage listing and green spaces.

David English also offered some design work for material to be attached to display boards for the drop-in including the provision of a number of copies of large maps. Requests for these were to be sent to Sarah Brannigan.

The outline of the drop-in events was approved and detailed planning would commence after the meeting.

8 Next Steps

8.1 Work to be undertaken by Jo-Anne Garrick (JG)

The meeting considered a draft paper produced by AH with some input from JG.

It was agreed that Jo-Anne Garrick should be asked to quote for work outlined in the minutes to be firmed up in subsequent discussions:

- Input to preparation of engagement material for January consultation;
- Preparation of background paper on second homes – informed by evidence collected by the steering group;
- Preparation of site assessment/ settlement boundary background paper – informed by NCC information and steering group knowledge;
- Preparation of business background paper – but subject to further discussions and a possible business survey.
- Preparation of an environmental background paper with guidance from Steering Group members and other sources.
- Preparation of a heritage background paper – informed by evidence collated by the steering group;
- Preparation of local green space and protected open space background paper – informed by information provided by steering group;
- Input to other areas of work such as the commissioning and scope of the HNA, design codes, SEA and HRA, and identification of active travel routes and development of community actions;
- Attendance at two steering group meetings and two separate meetings with the chair and vice chair.

All this work to be completed prior to 31st March 2020.

8.2 Technical Packages to be requested from Locality

- Housing Needs Assessment (to be requested as soon as possible)
- Strategic Environment Assessment Technical support package (if needed)
- Design Guide Code Support package. It was recommended that this be applied for as soon as possible.

8.3 Budget and Future Steps

An assessment was presented of the future possible costs of the project compared to the potential income. The costs were estimated at around £14,000 compared to the potential for grant and other income of around £20,000. On this basis the project could go ahead.

9 Any Other Business

A member asked about a rumour that a planning application was to be put in for a Hotel at Seaton Point. It was not known whether a planning application is to be submitted but the Estate has been considering this for some time. They have been looking at the ex Seaton Point Farm buildings for this purpose. The Estate has already obtained planning permission for five domestic properties on the site including the demolition and re-building of the farm house.

10 Date of the Next Meeting

This would be called probably in February 2020 when the results of the Consultation are known.
Meeting ended at 9.00pm