



LONGHOUGHTON PARISH COUNCIL

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LONGHOUGHTON PARISH COUNCIL – NEIGHBOURHOOD PLAN

MINUTES OF THE JOINT MEETING OF THE NEIGHBOURHOOD PLAN STEERING GROUP AND LONGHOUGHTON PARISH COUNCIL HELD 19TH DECEMBER 2024 AT THE LONGHOUGHTON COMMUNITY AND SPORTS CENTRE

Present – Longhoughton Parish Council: Adrian Hinchcliffe (Chair), Peter Bromley (Vice Chair), Hannah Horsley, Bryan Ellis, Chris Thomas, Carole Green.

Neighbourhood Plan Steering Group: Adrian Hinchcliffe, Peter Bromley, Andrew Willmott, Bryan Ellis, Chris Thomas, Frank Lynch, Jeremy Pickard.

Apologies- Longhoughton Parish Council: Peter McEwen.

Neighbourhood Plan Steering Group: Jo-Anne Garrick, Councillor Wendy Pattison, Laura Rowberry.

1 Update on Progress with the Neighbourhood Plan

Due to the Neighbourhood Plan Steering Group not having met for almost one year, the Chair ran through the background to the Neighbourhood Plan to update the meeting. This covered:

- The overall planning structure.
- The previous stages of the Plan and consultations.

2 Changes and Updates to the Proposed Submission Plan

At the previous stage, the Pre-Submission Draft Plan was subject to a major six week consultation between October and November 2023. The outcome was very positive support for the plan with all the proposed policies receiving well in excess of fifty percent support. However, the feedback included a number of comments and suggestions which, if adopted, could result in even greater support for the policies. In view of this a number of changes had been pursued over the last year involving the company ACOMB reviewing a number of modules of background evidence. All this work is now complete and the Pre-Submission Draft Plan has been updated to form the Draft Submission Plan.

Prior to the meeting the proposed Submission Draft Plan was circulated to all members of the meeting along with a paper documenting the changes that have been made from the Pre-Submission Draft Plan to the Draft Submission Plan. The meeting went through the paper to consider the changes that had been made and the resulting updated policies. This included the following headings:

- Overall support for the draft policies.
- Minor changes to the Vision and Objectives
- Policy LBH1 Embedding energy efficiency and renewable energy.
- Policy LBH2 Proposed location of the new settlement boundary for Boulmer.

- Policy LBH3 Design.
- Housing Needs Assessment.
- Policy LBH4 Allocation of land to the north east of Portal Place for Housing.
- Policy LBH4 Allocation of land at the former Johnnie Johnson for housing and parkland.
- Policy LBH4 Allocation of land at the Old Recreation Field, Longhoughton for Housing, recreation and a car park.
- Policy LBH4 Allocation of land at Boulmer south for housing.
- Policy LBH5 Proposed new housing in Boulmer Ward to be restricted to 'permanent occupation'.
- Policy LBH6 Small scale exception sites outside the settlement boundaries.
- Policy LHB7 Conservation of the landscape from development.
- Policy LBH8 Protection of Community facilities
- Policy LBH9 Proposal to allocate eight areas as Local Green Space.
- Policy LBH10 Proposal to allocate fourteen areas as Protected Open Space.
- Policy LBH11 Proposal to support the development of the cycling and walking network.
- Community Actions – The Community Actions that will support the objectives.

This paper is attached to the minutes.

3 The Proposed Submission Plan

Following the discussion and analysis set out in minutes 2 above, each Group was asked if they would approve the proposed Submission Plan. The voting was as follows:

Parish Council – Proposed Peter Bromley, seconded Bryan Ellis. Unanimously in favour.

Steering Group – Proposed Peter Bromley, seconded Bryan Ellis. Unanimously in favour.

4 Next Steps

The approved plan will be submitted to NCC following the completion of the Strategic Environment Assessment which is being produced by AECOM. NCC will then arrange for the appointment of an independent examiner and for the submission draft plan to be available for consultation for a further period of at least six weeks. It is expected that the examination will be conducted by way of written representations. The examiner may choose to include a public session to inform their report, but this is not a requirement.

Once completed, the examiner's report will be published by NCC. The report must contain one of three recommendations:

- Proceed to referendum without modifications;
- Proceed to referendum with minor modifications; or
- Not proceed to referendum.

Meeting Ended 7.35pm

Proposed Submission Plan – To be considered by the Steering Group/Parish Council.

Changes made to the proposed Neighbourhood Plan from the responses received from the consultation in October/November 2023, and a Summary of the proposed policies to be included in the Submission Plan.

1 Introduction

Consultation on the pre-submission draft neighbourhood plan took place during October and November 2023. Responses were received from 88 residents of the parish and 9 anonymous responses. Comments were also received from 10 consultation bodies (including Northumberland County Council, Historic England, Natural England and Sport England) and 7 other organisations/landowners.

This document has been written for Steering Group and Parish Council members to set out in summary how the plan has been changed to reflect the responses received from the consultation, as well as the updated evidence base. In section 2 below the results of the Consultation are given along with the proposed changes and the updated policies that are proposed for the Submission Draft Plan. Only a summary of each proposed policy is given but for each the reference/link to the Submission Plan is given so that the full policy can be read.

2 Consultation on the draft Pre-Submission Plan - October to November 2023, Changes proposed and amended policies that are proposed for the Submission Plan

2.1 Overall Support for the draft policies

The percentage support for the 16 questions was as follows:

Between 90% and 100%	7 Questions
Between 80% and 90%	7 Questions
Between 70% and 80%	1 Question
Between 60% and 70%	1 Question.

Overall, the response showed that the level of support for the draft policies was very high. None of the proposals received less than 50% support. However, all of the feedback from the local community is important and if we can make some changes to reflect the concerns identified, this could result in even greater support for the policies. For this reason some changes are proposed to a number of policies. These are set out below.

2.2 Vision and Objectives

- a) **Consultation.** Respondents were asked if they agreed with the vision and objectives for the plan.
- b) **Response.** 77% agreed with the vision and objectives.
- c) **Changes.** Some minor changes are proposed to the objectives (particularly objective 4) to reflect the feedback.
- d) **Proposed Vision and Objectives.** See the Submission Draft Plan page 15 to 17.

2.3 Policy LBH1 Embedding energy efficiency and renewable energy.

- a) **Consultation** The draft policy proposed support for development which embeds a commitment to sustainable design and construction and included a number of criteria to be met by relevant development.
- b) **Response.** 86% of respondents were in favour.
- c) **Changes.** No changes are proposed.
- d) **Proposed Policy LBH1 for the Submission Plan**
Embedding energy efficiency and renewable energy. Section 4.4 Page 18/19.

Development which embeds a commitment to sustainable design and construction will be supported, particularly those which reduce carbon emissions from both the supply chain and the use on the proposed development.

The sensitive retrofitting of energy efficiency measures and the appropriate use of micro-renewables in historic buildings will be supported.

- 2.4 Policy LBH2 Proposed location of the new settlement boundary for Boulmer.**
- a) **Consultation** Proposed a settlement boundary for Boulmer.
- b) **Response** 75% of those responding were in favour of this proposal.
- c) **Changes.** No changes are proposed to the settlement boundary however as a result of feedback from consultees an additional criterion is proposed regarding the impact of new residential and tourism development on sites of special scientific interest and European Sites.
- d) **Proposed Policy LBH2 for the Submission Plan.**
Location of new development. Section 4.12. Page 22.
New development to be within the Longhoughton and Boulmer settlement boundaries will be supported. Outside the boundaries and the village of Howick will be treated as open countryside.
- 2.5 Policy LBH3 Design.**
- a) **Consultation** **Seeks to ensure the delivery of high quality design in all planning applications.**
- b) **Response** 88% of respondents agreed with this policy.
- c) **Changes** A statutory consultee suggested a need for the policy to be more locally specific and the removal of duplication with the local plan. The policy has also been amended to reflect and update to the Design Code Document prepared by AECOM.
- d) **Proposed Policy LBH3 for the Submission Plan.**
Design. Section 4.16. Page 23.
Development should conserve and enhance local distinctiveness by demonstrating high quality design which respects both existing character and responds to the distinctive character of the area. Proposals should be informed by the Longhoughton, Boulmer and Howick Design Code. 12 criteria are specified for compliance which must be present on any design and access statement which is part of a planning application.

2.6 Housing Needs Assessment

The Housing Needs Assessment (HNA) is a key document in establishing the need for new housing within the Parish including the type/mix of housing required. The previous HNA compiled by AECOM was produced in 2020 and used the 2011 Census as a one of the key data sources. The most recent Census was in 2021 so it was decided that the HNA should be based on the most recent data. AECOM was asked to update the HNA based on the Census 2021 and utilising other more recent data sources.

Outcomes of the revision. The housing section of the plan has been updated to reflect the outcomes of the updated HNA, in particular:

- The permanent population has dropped between 2011 and 2021. This may be because of the increase in holiday lets and second homes.
- There is a higher proportion of people aged 25 to 44 in the Parish compared to Northumberland and this is linked to RAF personnel.
- The population is aging and due to the growth in the 65 and over group is likely to increase by 61% during the period of the Plan.
- The Parish has a high proportion of family households with dependent children.
- The Parish has a larger proportion of 4+ bedroom properties at 33.4% compared to Northumberland at 21.8%.
- The growing attraction of tourism and second homes is resulting in inflated property prices which are beyond what local people can afford.

- Households on average incomes are unable to access even entry level houses unless they have a very large deposit.
- Even with the benefit of higher than average income, properties are likely to remain out of reach to most, with the median home price requiring an annual income 140% higher than the average.
- 15 new affordable homes to rent and 43 affordable homes to buy are needed by 2036.

2.7 Policy LBH4

- a) **Consultation.** **Allocation of land to the north east of Portal Place for housing**
- b) **Response.** 71% of respondents were in favour of the policy.
- c) **Changes** Although 71% of respondents were in favour of the policy, the owners of the land, the Defence Infrastructure Organisation (DIO) stated that whilst there was no current demonstrable need for service families accommodation but that may change in future and they have no plans to dispose of the land. **As a result, it is proposed to remove the draft allocation from the Plan.**

2.8 Policy LBH5 -

- a) **Consultation.** **Allocation of land at the former Johnnie Johnson site for housing and a parkland area.**
- b) **Response.** 88% of respondents were in favour of this proposal but there was confusion about changes to the Co-op area and parking.
- c) **Changes.** **As a result of feedback, it is proposed that the allocation of the site is combined into one new housing policy (LBH4) which includes the three housing sites.** The feedback has informed changes to the masterplan to incorporate four semi-detached houses facing onto Park Road with a small area of parkland off Burnside. Additional car parking has been provided. There are no proposals to make any changes outside the Co-op. Discussions are ongoing with Northumberland County Council, who own the site, with view to the delivery of affordable houses on the site.
- d) **Proposed Policy LBH4 for the Submission Plan.**
Housing. Section 5. Page 25-30.
The following sites are allocated for development:
 - a) Former Johnnie Johnson Sheltered Housing Site – to deliver 4 affordable dwellings and open space.
 - b) Old Recreation Field to deliver approximately 15 dwellings – at least 30% of which should be affordable, a community green and a public car park.
 - c) Boulmer South – to deliver approximately 15 principal residence dwellings – at least 30% of which should be affordable, and open space.

2.9 Policy LBH6 The Old Recreation Field, Longhoughton.

- a) **Consultation** **Allocation of the Old Recreation Field, Longhoughton for housing development, a recreation area and a village car park**
- b) **Response** 62% of those responding were in favour of this proposal. Of those who did not support the policy a main concern was that they wished to see the old recreation field retained for informal recreation, play and for exercising dogs.
A statutory consultee objected because the field is listed as a Sports Ground.
- c) **Changes** **As a result of feedback, it is proposed that the allocation of the site is combined into one new housing policy (LBH4) which includes the three housing sites.** The feedback has informed changes to the masterplan to provide a greater proportion of the site for informal recreation and dog walking with a network of footpaths. Fifteen houses are proposed and in discussions with the landowner, Northumberland Estate, it has been agreed that the level of affordable housing would be increased from 15% to at least 30%. Access to the housing will be from East Field and East Moor. The site will contain a proposed car park for Longhoughton in the south west corner accessed from Crowlea Road.
Additional research has been undertaken on the historic use of the site as a sports ground which ended in 2009, when the use of the field by Longhoughton Rangers (LRFC) was transferred to Westfield Park. Proof of this has been forwarded to the statutory consultee with a request for the present status to be updated.

d) Proposed Policy LBH4 for the Submission Plan

Housing. Section 5. Page 25-30.

The following sites are allocated for development:

- a) Former Johnnie Johnson Sheltered Housing Site – to deliver 4 affordable dwellings and open space.
- b) Old Recreation Field to deliver approximately 15 dwellings – at least 30% of which should be affordable, a community green and a public car park.
- c) Boulmer South – to deliver approximately 15 principal residence dwellings – at least 30% of which should be affordable, and open space.

2.10 Policy LBH7

a) Consultation Allocation of land at Boulmer south for housing development for permanent occupation

b) Response 88% of respondents were in favour of this proposal. There was some confusion on the number of properties to be provided and their size and type.

c) Changes As a result of feedback, it is proposed that the allocation of the site is combined into one new housing policy (LBH4) which includes the three housing sites
Fifteen properties are proposed and will be composed either terrace or dutch bungalow style detached properties of up to three bedrooms. The landowner, Northumberland Estates, has agreed that a minimum of 30% of the properties will be affordable, an increase from 15% within the previous draft. The Masterplan has also been updated

d) Proposed Policy LBH4 for the Submission Plan.

Housing. Section 5. Page 25-30.

The following sites are allocated for development:

- a) Former Johnnie Johnson Sheltered Housing Site – to deliver 4 affordable dwellings and open space.
- b) Old Recreation Field to deliver approximately 15 dwellings – at least 30% of which should be affordable, a community green and a public car park.
- c) Boulmer South – to deliver approximately 15 principal residence dwellings – at least 30% of which should be affordable, and open space.

2.11 Policy LBH8 (now renumbered LBH5).

a) Consultation Proposed that any new housing within Boulmer Ward would be restricted to 'permanent occupation'

b) Response 89 % of respondents were in favour of this proposal. A statutory consultee was concerned about the age of the housing statistics that were presented backing up this policy and the need for independent verification.

c) Changes Made. AECOM, has updated the Housing Needs Assessment, (see above at 2.6) and have provided the independent verification on the level of holiday lets and second homes in Boulmer Ward. There has been further discussion with Northumberland County Council on this point, with additional information provided to justify the proposed approach.

d) Proposed Policy LBH5 for the Submission Plan.

New Housing development within Boulmer. Section 5.24. Pages 31/32.

All new open market housing, including that created by a change of use and by sub-division of existing dwellings, but excluding replacement dwellings, within Boulmer Ward, will be required to have a restriction to ensure its first and future occupation is limited to use only as a principal residence. New open market housing will not be supported unless it is restricted in this way.

A principal residence is that which is occupied as the residents' sole or main residence. The restriction will be secured through a planning condition or a section 106 legal agreement.

2.12 Policy LBH9 (now renumbered LBH6).

a) Consultation Supported the development of affordable housing on small sites .

b) Response 75 % of respondents agreed with this proposal.

c) Changes It is proposed to retain the policy. Additional details have been added to ensure it is relevant to the parish.

d) Proposed Policy LBH6 for the Submission Plan.

Small scale rural exception sites. Section 5.29. Pages 32/33.

The development of affordable housing will only be permitted outside the Longhoughton and Boulmer settlement boundaries as an exception to meet locally identified housing need, where 7 qualifying criteria are met.

2.13 Policy LBH10 (now renumbered LBH7)

a) **Consultation** Proposed a policy approach to ensure that development conserves and where appropriate enhances the landscape in the parish

b) **Response** 90% of respondents were in favour of this proposal.

c) **Changes** No changes are proposed.

d) **Proposed Policy LBH7 for the Submission Plan.**

Landscape. Section 7.7. Pages 37/40.

New development should maintain and where appropriate enhance positive elements of the landscape character of Longhoughton Parish, as described in the Northumberland Landscape Character Assessment, the Longhoughton, Boulmer and Howick Design Code and the Northumberland Coast Area of Outstanding Natural Beauty Management Plan.

Applicants will be required to demonstrate how, where appropriate and relevant, the development achieves 6 criteria.

2.14 Policy LBH11 (now renumbered LBH8).

a) **Consultation** Proposed the protection of eight important community facilities.

b) **Response** 89% of respondents were in favour of this proposal.

c) **Changes** No changes were proposed.

d) **Proposed Policy LBH8 for the Submission Plan.**

Community Services and facilities. Section 8. Pages 41/42

The following facilities and services are identified as having great importance to the local community. Where planning permission is required for a development that would result in the loss of buildings or land for public or community use it will need to be demonstrated that three conditions are met.

St Peter and St Pauls Church

Longhoughton Community and Sports Centre

Longhoughton Primary School and Nursery

The RAF Families Centre and Nursery.

Car parking facilities at School Green.

Boulmer Memorial Hall

Howick Village Hall

Howick Church

Longhoughton Retail store

Longhoughton cafes and post office service

Public House at Boulmer

Tea Room at Howick.

2.15 Policy LBH12 (now renumbered LBH9)

a) **Consultation** Proposed to allocate eight areas in the Parish as Local Green Space with protection from development

b) **Response** 88% of respondents were in favour.

c) **Changes** No changes proposed.

d) **Proposed Policy LBH 9 for the Submission Plan.**

Local Green Space. Section 8.8. Pages 42/43.

The following area are designated as local green space which will be protected from development in a manner consistent with the protection of land within the green belt.

Evelyn Howick Memorial Nature Reserve;

Woodland to the north and east of the B1339, Longhoughton;

Woodland to the north of Tedder Place, Longhoughton;

St Peter and St Paul's Church and Churchyard, Longhoughton;

Boulmer links;

Boulmer Hall Farm;

Hand-drawn site plan of a rectangular plot with dimensions 27.15m by 32.7m. The plan shows a 'MAIN ROAD' at the top, a 'SIDE ROAD' on the right, and a 'WATER TOWER' at the bottom right. The plot is divided into several sections by diagonal lines. Various symbols (circles with dots, circles with crosses, and circles with dots) are placed throughout the plot, representing different types of trees or vegetation. A legend at the bottom identifies these symbols: a circle with a dot for 'Ficus religiosa (T)', a circle with a cross for 'Ficus religiosa (T)', and a circle with a dot for 'Ficus religiosa (T)'. A north arrow is located at the bottom right.

a) **Consultation Open Space** Proposed to allocate fourteen areas of land in the Parish as Protected

c) **Changes** No changes proposed.

Protected Open Space. Section 8.11. Pages 43/44

Tedder Place Playground

Cunningham Road

Carey Place

Bader Crescent

Park Road

North of Westfield House

Chancel Place

Springfield

South End

a) **Consultation** Proposed to give support to development that improves or extends the walking or cycling network.

c)	Changes	No changes were proposed.
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Walking and cycling network. Section 9.5. Pages 45/46.

Support will be given to the creation of greenways within the parish which will enable the delivery of the following traffic free routes:

- Within Longhoughton, particularly on the west and east sides of the village.
- Between Longhoughton and Lesbury.

- Between Longhoughton and Alnwick.
- Between Lesbury and Alnwick.
- Other circular routes.

2.18 Community Actions.

- a) Consultation.** A listing of proposed community actions that support the objectives.
- b) Response** The analysis of the responses seems to indicate that most respondents did not look at the detail of the proposed 36 community actions or assumed that the actions were the policy proposals under each question.
- c) Changes** The Actions list has been updated to reflect the changes that have occurred since the Autumn of 2023.
- d) Submission Plan.** See Appendix 1 of the Submission Plan.

3 Next Steps

The plan must be subject to independent examination to ensure that the legal requirements of plan preparation have been met. A number of documents must be prepared to describe how the plan meets the 'basic conditions'. Once approved by the Parish Council, the plan will be submitted to NCC. NCC will then arrange the appointment of an independent examiner and for this submission draft plan to be available for consultation for a further period of at least six weeks. It is expected that the examination will be conducted by way of written representations. The examiner may choose to include a public session to inform their report, but this is not a requirement.

Once completed, the examiner's report will be published by NCC. The report must contain one of three recommendations:

- Proceed to referendum without modifications;
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