

**MINUTES OF THE DEVELOPMENT PLANS COMMITTEE OF MARTLESHAM PARISH
COUNCIL HELD ON 9 DECEMBER 2020**

Present: Mr D Boswell (Committee), Mr S Denton (Committee), Mrs J Hall (Committee), Mr M Irwin (Committee), Ms R Jones (Committee), Mr P Whitby (Committee), Mr M Williamson (ex-officio).

There were no members of the public.

In attendance: Mrs S Robertson (Clerk) and Mrs D Linsley (Deputy Clerk).

1. Apologies: Mrs H Davey, Mr D Green, Mr C Blundell, Mr L Burrows.

2. Interests

2.1 Disclosable Pecuniary Interest (DPI): None declared.

2.2 Local non-Pecuniary Interest (LNPI): None declared.

3. PUBLIC FORUM: To allow members of the public to address business on the agenda; to note any issues raised by the public

No issues.

4. Planning applications outside the scope of the delegated authority to the Clerk

None received.

5. Changes to the Development Plans Committee (DPC)

5.1 Notes of Informal Planning Committee meeting 14 October 2020 CP filed in the office together with these minutes & CR1 Noted.

5.2 Renaming the Committee

RECOMMENDATION D2020/12a: That the Development Plans Committee becomes the "Development, Environment & Transport Committee" (DET). Agreed.

5.3 New Terms of Reference (TOR) CP filed in the office together with these minutes.

RECOMMENDATION D2020/12b: To accept the amended Terms of Reference for the DET as follows:

DEVELOPMENT, ENVIRONMENT & TRANSPORT COMMITTEE

TERMS OF REFERENCE

- a) Consideration and reporting on planning matters generally that may affect the parish and the immediate surrounding area.
- b) Commenting to the relevant planning authority on any planning applications arising within the Parish.
- c) Provision of written and verbal evidence in conjunction with any planning appeals affecting the Parish.
- d) Provision of input and comments to central, regional and all other local authorities regarding any relevant aspects of the planning framework, particularly in relation to consultation documents.
- e) To assess the potential solutions required to address planning related non-policy issues identified in the Neighbourhood Plan, i.e. the NP Plus. To prioritise these and propose strategies for achieving them through the relevant authorities.
- f) To authorise expenditure within the pre-determined budget under EMR Development Plans.
- g) To take into account the climate emergency in decision & policy making and when commenting on national, regional and local issues.

Agreed.

5.4 DET Chairman/Vice Chairman CR2

RECOMMENDATION D2020/12c: To agree Mr Stephen Denton as the Chairman for the Development, Environment & Transport Committee. **Agreed.**

Mr Denton is willing to continue as Chairman for the Committee in the short term and offered to help his successor in the role if necessary.

5.5 Getting involved in the committee's work – establish working groups? CR3

Working groups work more informally than committees and have proved to work well with non-committee members e.g. Portal Woodlands Conservation Group and Martlesham Climate Action. The amount of officer support needed by the different working groups of the PC varies. The need for an active Parish Councillor on a working group was important. Individuals with expertise were valuable and key to a successful working group.

Specialist working groups that are task driven would help the Committee achieve its goals. There is also a need to find individuals ('Champions') with an interest and expertise in the specific areas of work covered by the Committee.

6. Development

6.1 Handling planning applications CR4

It was noted that a trial, posting a list of the current planning applications on the MPC website has commenced and is being coordinated by the Admin Officer and Council Officer.

RECOMMENDATION D2020/12d: To accept the amended Standing Orders, Appendix 1: Scheme of Delegation to the Clerk as follows:

Delegation by the Development, Environment & Transport (DET) Committee

1. The Clerk is authorised, after consultation with the Chairman of the DET or other nominated person(s), to provide comments as appropriate to planning applications with reference to the Parish Council's own planning policies and the current Local Plan/Local Development Framework & supplementary guidance. When formulating a response to applications for minor development, parishioners' comments on planning grounds, directly received or published on ESC's website, should be taken into account.
2. Such delegation will not be exercised where 3 members of the DET request that an application should be reported to a meeting of the DET or if the Clerk wishes to refer back to the DET because she has concerns about the application.
3. The Clerk with the DET Chairman or other nominated person(s) may also take the decision to refer an application to a DET meeting or the full Parish Council as appropriate.

Agreed.

6.2 Bespoke planning training

Training in how to deal with large developments would be useful.

Mrs Hall to attend training on 26th January involving Biggleswade TC entitled "In conversation – Strategic Planning for Larger Projects". Mr Whitby is also interested in attending this training.

The **Clerk** to re-circulate information on this training session. **Agreed.**

The Chairman offered to follow up on the actions agreed at the SALC annual conference earlier in the year.

6.3 Neighbourhood Plan Review CR5

There is no date by which the NP must be updated by, however, the older the NP gets the less influence it has. Also, it must be aligned to the Local Plan which is reviewed about every 5 years. The latest review of the Local Plan was adopted in September 2020.

The consensus was that a review of the Martlesham NP was needed.

The **Committee** to consider establishing a working group to review the NP at its meeting in February.

Agreed.

ESC to be asked what its expectations are of a Martlesham NP review.

Other PCs to be engaged with over their approaches to reviewing their NPs.

6.4 Consultation on proposed changes to Sizewell C plans: deadline 18.12.20 CR6 & CPs filed in the office together with these minutes.

A strongly worded response reinforcing previous concerns and highlighting transport issues to be submitted. A draft response to be circulated to the Committee members for their comments before submission. The **Clerk** is delegated to send a response. **Agreed.**

The PC's response to be sent to Thérèse Coffey MP and County Councillor O'Brien. **Agreed.**

6.5 ESC Affordable Housing Supplementary Planning Document: deadline 21.12.20 CR7 Noted.

There will be an opportunity to respond to the resulting consultation.

6.6 Draft Recreational Disturbance Avoidance and Mitigation Strategy Supplementary Planning Document (SPD) & Draft Statement of Community Involvement: Responses to be submitted on 07.12.20 CPs previously circulated and filed in the office together with these minutes. Delegated to the Clerk by full Council – Noted.

6.7 East Suffolk Council Decisions E-mailed. These are e-mailed regularly in the Admin Assistant's report on planning applications. Noted.

6.8 Planning Comments issued to East Suffolk Council (ESC) between meetings CP previously circulated and filed in the office together with these minutes. Noted.

7. Environment

The Committee considered the following three items together addressing the next steps needed to progress matters.

7.1 Air Quality CR8 & CP filed in the office together with these minutes

7.2 Road Noise CR9 and

7.3 Light pollution CR10

The Chairman and Mr Whitby to engage with David Green and others, if interested, from Martlesham Climate Action and explore setting up a working group to tackle the Committee's environmental projects. **Agreed.**

ESC and SCC to be asked what they are doing to improve air quality and reduce road noise and light pollution as part of their commitment to deal with Climate Emergency. Both Councils to be asked to explain the results of data they collect, what their concerns are and what measures they are taking to improve matters.

8. Transport

CR11 General discussion

Ms Jones and **Mrs Hall** to work together on tackling traffic issues affecting the Parish including issues concerning the A12. **Agreed.**

Members of Traffic Watch may be able to assist.

Clerk to chase up Cllr Andrew Reid regarding the outline business case for the A12.

8.1 Traffic volumes and speeding – request for a crossing on Main Road & traffic calming on School Lane CR12 Consider – how do we set priorities?

Ms Jones informed the Committee of the growing support for the campaign to have a safe crossing on Main Road following a serious accident involving a man with almost no vision and his guide dog.

DECISION D2020/12a: To support the campaign for a safe crossing on Main Road. **Agreed.**

At 9.30pm the following decision was made:

DECISION D2020/12b: To suspend Standing Order 3w to complete all business on the agenda.

Agreed.

8.2 ESC's Cycling & Walking Strategy consultation - reponse to be submitted on 07.12.20 CP previously circulated and filed in the office together with these minutes. Delegated to the Clerk by full Council – Noted.

9. Finance

9.1 DPC/DET earmarked reserves CR13

It was noted that the PC had received £3,477.00 for the SID project from Cllr Thompson's Community Enabling Budget which is shown in the accounts under 9023 EMR DPC SID grant.

The Committee agreed with the decisions of the F&GPC to include an earmarked reserve of £700.00 for the DPC/DET and increase the EMR legal & Professional by 7K so it includes 10K to allow for the review of the NP in 2021/22. **Agreed.**

The **Clerk** to follow up on any progress made by SCC on installing the SID.

10. Martlesham Newsletters/Website/Facebook

10.1 Any items for promotion or information?

Request for volunteers to join an environmental working group.

11. Any items for the next agenda

Review of the NP.

There being no further business the meeting closed at 9.45pm.

Chairman, 20 January 2021