

## **SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

Minutes of the Planning Portfolio Holder's Meeting held on  
Monday, 11 December 2017 at 9.30 a.m.

Portfolio Holder: Robert Turner

### **Councillors in attendance:**

Scrutiny and Overview Committee monitors: Philippa Hart

Opposition spokesmen: Anna Bradnam, Ingrid Tregoin and  
Aidan Van de Weyer

Also in attendance: David Bard, MW Hallett and Tony Orgee

### **Officers:**

James Fisher	S106 Officer
Caroline Hunt	Planning Policy Manager
Trovine Monteiro	Consultancy Unit - Team Leader
Jennifer Nuttycombe	Senior Planning Policy Officer
David Roberts	Principal Planning Policy Officer
Ian Senior	Democratic Services Officer
Claire Spencer	Senior Planning Policy Officer
Alison Talkington	Senior Planning Policy Officer

### **1. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **2. MINUTES OF PREVIOUS MEETING**

The Planning Portfolio Holder agreed, as a correct record, the Minutes of the meeting held on 7 November 2017.

### **3. AFFORDABLE HOUSING THRESHOLD**

The Planning Portfolio Holder considered a report about a revised approach to the affordable housing threshold based on legal advice received following the Written Ministerial Statement of 28 November 2014. Specific reference was made to paragraph 17 of the report.

Those present reflected on the implications for South Cambridgeshire and, in particular, for those villages that depended on small developments as a way of securing affordable housing. The Planning Policy Manager regretted the situation but said that the Council was no longer able to demonstrate a special case. In response to a query from the Portfolio Holder about the impact on the District as a whole, the Section 106 Officer estimated that the new rules could mean that 350 houses that had been previously destined to be affordable homes between now and 2031 would now be market homes instead.

Those present discussed measures for addressing the situation, including opening a dialogue with the Mayor of Cambridgeshire and Peterborough. Officers undertook to identify for Members those sites affected by the new rules.

The Planning Portfolio Holder **noted** the approach that all developments of 11 dwellings or

more, or on sites of fewer than 11 units if the combined gross internal floorspace of the proposed development exceeded 1,000 square metres, would provide affordable housing (in accordance with the Written Ministerial Statement.

#### 4. **LOCAL DEVELOPMENT FRAMEWORK: ANNUAL MONITORING REPORT 2016-17**

The Planning Portfolio Holder considered a report on the Local Development Framework Annual Monitoring Report 2016-2017.

Those present discussed briefly the five-year housing land supply methodology and the proposed joint housing trajectory for South Cambridgeshire District Council and Cambridge City Council.

The Planning Portfolio Holder

- (a) **approved** the contents of the Annual Monitoring Report 2016-2017 (included as Appendix 2) for publication, noting that the housing trajectory, accompanying commentary on sites and some of the five-year supply calculations included in it had already been agreed by an urgent decision from the Planning Portfolio Holder on 24 November 2017; and
- (b) **delegated** any further minor editing changes to the Annual Monitoring Report 2016-2017 to the Joint Director for Planning and Economic Development where they are technical matters.

#### 5. **SOUTH CAMBRIDGESHIRE BROWNFIELD LAND REGISTER**

The Planning Portfolio Holder considered a report on the South Cambridgeshire Brownfield Land Register.

Following a brief discussion, the Planning Portfolio Holder **endorsed** the South Cambridgeshire Brownfield Land Register 2017 in Appendix 1 for publication.

#### 6. **FOXTON CONSERVATION AREA - PUBLIC CONSULTATION**

The Planning Portfolio Holder considered a report seeking his agreement that the draft Foxton Conservation Area Appraisal, and revised Conservation Area boundary, be published for formal consultation.

Councillor Deborah Roberts (local Member) fully supported the proposal.

The Portfolio Holder said that there was clear justification for a review at this stage, and that it was entirely logical to extend the existing Conservation Area so as to cover those buildings listed since the previous designation was made in 1972. He thanked the Consultancy Unit Team Leader for his effort in developing the proposal so far, and asked that his appreciation be conveyed to those officers also concerned.

The Planning Portfolio Holder

- (c) **Agreed** that the draft Foxton Conservation Area Appraisal, which contains the proposed new Conservation Area boundary, be published for formal public consultation running from 15<sup>th</sup> December – 9<sup>th</sup> February 2018; and

- (d) **Agreed** that delegated powers be given to the Joint Director for Planning and Economic Development, in consultation with the Portfolio Holder, to make any minor amendments to the attached document for example, regarding matters of presentation, prior to public consultation.

## 7. NEIGHBOURHOOD PLANNING

The Planning Portfolio Holder considered a report providing feedback about the consultation carried out with all Parish Councils in the district regarding the draft guidance on neighbourhood planning developed by the Neighbourhood Planning Task and Finish Group

The Senior Planning Policy Officer highlighted the comments referred to in paragraphs 13 to 24 of the report.

The Portfolio Holder commended officers for their work on Neighbourhood Plans to date.

Following a brief discussion, the Planning Portfolio Holder:

- (e) **Noted** the comments submitted by PCs during the neighbourhood planning consultation summarised in paragraphs 10-24 and included in Appendix 1;

And, subject to call-in, **agreed**

- (f) the proposed changes to the Neighbourhood Planning Toolkit as set out in Appendix 1 and summarised in paragraphs 10-24;
- (g) formally to adopt the Neighbourhood Planning Toolkit as planning guidance as set out in Appendix 2;
- (h) formally to adopt the standard support offer to PCs (or groups of parishes) preparing a Neighbourhood Plan and the Memorandum of Understanding as set out in Appendix 3;
- (i) that consultation with PCs on future guidance notes be as set out in paragraph 26 starting with the two additional topics included in Appendix 4 and that after such consultation officers be given delegated powers to include/add such guidance to the adopted Neighbourhood Planning Toolkit.
- (j) to include within the annual review of neighbourhood planning agreed by Cabinet in September 2017 an update on the Neighbourhood Planning Toolbox and a review of the standard support offer to PCs.

## 8. NEIGHBOURHOOD PLANS: BASSINGBOURN-CUM-KNEESWORTH NEIGHBOURHOOD AREA DESIGNATION

The Planning Portfolio Holder considered a report on an application, attached as Appendix A thereto) to designate the parish of Bassingbourn-cum-Kneesworth as a Neighbourhood Area.

Councillor Mike Hallett (Vice-Chairman of Bassingbourn Parish Council) and Councillor Nigel Cathcart (a local Member) addressed the Portfolio Holder in support of the application.

Following a short discussion, the Planning Portfolio Holder **approved** the designation of a Neighbourhood Area for the parish of Bassingbourn-cum-Kneesworth as proposed by

Bassingbourn-cum-Kneesworth Parish Council (see Appendix A).

**9. WORK PROGRAMME**

The Planning Portfolio Holder noted the Work Programme attached to the agenda. Further meetings would be set up as soon as possible in line with various work streams being pursued currently, including the Local Plan, Foxton Conservation Area and a review of the Scheme of Delegation.

**10. DATE OF NEXT MEETING**

The Planning Portfolio Holder would agree with officers a date for the next meeting in late February or early March 2018. That date would be publicised in due course.

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**The Meeting ended at 10.55 a.m.**

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