

**To: Members of Cottenham Parish Council**

Minutes of the Planning Meeting

Held in the Village Hall, Lambs Lane, Cottenham on **Thursday 23<sup>rd</sup> April 2015 at 7.30**

**Present:** Cllrs Mudd (Chair), Berenger, Heydon, McCarthy, Morris, Nicholas, SCDC Harford and Clerk

**In attendance:** 2 guest speakers (Alison Talkington and Kathryn Hawkes) and 1 member of the public

**15P/056. Chairman's Introduction and Apologies** – apologies accepted from Cllrs Bolitho (work), Collier (Trustee meeting), Collinson (meeting), Leeks (holiday), Young (work)

**15P/057. Alison Talkington (Senior Planning Policy Officer, SCDC) and Kathryn Hawkes (Development Officer, SCDC)** – to outline why we might (or might not) consider developing a Neighbourhood Plan for Cottenham. Alison, who is also involved with the Local Plan, outlined what a NP is and what it can and can't do. The NP would become part of the statutory framework for the area. The Parish Council prepares the document but it requires the involvement of the local community, especially since you have to hold a referendum at the end of the process as to whether to adopt or not. SCDC will assist and advise with the process.

Kathryn then outlined the key stages. The first point is to decide as a community whether or not we want to do it and she advocated a consultation approach. The whole process takes a good 18-24 months to get to the final referendum stage. It is possible we may want to consider joining up with a neighbouring area. Suggested piggy backing on a village event to find out what people love/hate about the village. The drafting/examination is a long process and we need to be clear what the village wants first before moving forward. NB: a parish plan doesn't hold as much weight in planning terms (it's for anything that isn't land related) but some items suggested by residents might be more suitable to put into a revised parish plan. The average cost of putting an NP together is £12-13k but grants are available up to £8k. The setting up of a CLT was mentioned and Alison stated that they hadn't been used in South Cambs yet.

Stage 1: get neighbourhood area designated. Form needs completing and approving. We would need to do some consultation before completing and this will need documenting.

Stage 2: prepare the plan – consult (submit draft), changes, examination, referendum. The referendum is a formal poll run and paid for by SCDC. Would need a majority of one and there is no minimum number of voters required. Average turnout is 30% with an 80% yes vote. Will send copy of web links and service level agreement. Alison and Kathryn were thanked for their input.

**15P/058. Any Questions from the Public or Press – Standing orders to be suspended** – none.

**15P/059. To accept Declarations of Interest and Dispensations** – i. To receive disclosures of pecuniary & non-pecuniary interests from Councillors on matters to be considered at the meeting. ii. To receive written requests for dispensation. iii. To grant requests for dispensation as appropriate. Cllr Mudd declared a non-pecuniary interest in S/0900/15/OL. Cllr Richards declared a non-pecuniary interest in S/0383/14/FL.

**15P/060. Minutes** – Resolution that the minutes of the Committee meeting held on 9<sup>th</sup> April be signed as a correct record. **RESOLVED.**

**15P/061. Planning Applications for consideration**

- **S/0440/15/FL** – Replacement building for MOT test centre (AMENDMENT), Smiths Path, Cottenham. This application has already been approved by SCDC.
- **S/0900/15/OL** – Erection of detached dwelling and garage with access, 31 Histon Road, Cottenham. Cllr Nicholas queried why reserved matters hadn't been submitted rather than a new application. CPC recommends approval. **APPROVED.**

**Decisions made by SCDC**

**Approvals**

- **S/0441/15/FL** – Installation of amateur radio antenna mast, 1 Woodlark Drive, Cottenham.
- **S/0383/14/FL** – Single storey porch, office and bay window to front, 41 Dunstal Field, Cottenham.

**Treeworks**

- 16 Eastlands Close, Cottenham – removal of sycamore tree. Approve subject to SCDC Trees Officer comments.
- 10 Telegraph Street, Cottenham – young Eucalyptus – reduce height by 6ft and remove 1 side branch to balance. Approve subject to SCDC Trees Officer comments.

**15P/062. Planning consultation** – to consider response to consultation regarding proposed 3rd revision of the Local Validation List for applications for planning permission. Defer to next meeting.

**15P/063. Date of next meeting** – 7<sup>th</sup> May in Parish Office

**15P/064. Close of meeting** – 8.40pm.

Signed \_\_\_\_\_ (Chair) Date \_\_\_\_\_

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