

MINUTES

Eighteenth Meeting of Renhold Neighbourhood Plan Working Group

February 20th 2023 at 7:00 pm

Present N Gribble (Acting Chair), K Herkes, I Mclver, S Mitchell-Wood, P Norris T Ploszajski, A Quince and K Rayner

Apologies C Dietz, D Ivins, J Roberts and P Sawford

Agenda

1. Welcome and apologies
2. No declaration of interests
3. Matters arising from last meeting
 - a) **NP update - What happens next?**

Tony P talked through the Gantt Chart Project Plan. This was created with help from PN and KR and based on material provided by the Ravensden NP Group following a meeting with CD, PN and Steve Arnold, Chair of Ravensden NP group. This chart is helpful as it lists the required processes and gives time scales for each stage of the plan.

AQ asked what the colours represent and suggested that a key could be added. Blue-RNPWG, Yellow-outside consultation and red outside agencies like AECOM and BBC.

KR then suggested that we extend the timeframe 6 to 8 weeks for consultations to make completion of each task more realistic.

SMW said that this 'Ends definition' would be an important document to give AECOM before they start work to prevent them from suggesting any 'infill'.

KR said that it is important to have a 'health check' BEFORE going out to consultation. She would recommend Mr. Chetwyn (tba), an independent planning professional, she thinks for Locality

AQ suggested that it would be good to use Kim and Gill from, BBC to run their check between drafting and reviewing the plan as they had promised their support at one of our early meetings with them.

Ravensden had confirmed that the main feedback that they had been given the planning inspector who examined their draft NP was to avoid the inclusion of national and borough level planning policies, because whilst the NP must conform with them, this should be included in the Statement of Compliance and not the main NP document.

KR said that a strategic environmental assessment should not be needed as Renhold was much smaller than Gamlingay and had no significant large developments planned which had a large environmental/biodiversity impact. TP to remove this from the Project Plan.

NG asked how we assess the potential housing sites from those in the Call for Sites and any others that we have informally picked up on.

KR suggested to look at and assess a small number of sites each, using a standardised template.

TP to ask Steve Arnold for a copy of the template used by Ravensden.

NG added that the PC already have a standard proforma letter to reply to for prospective developers.

KH outlined the fact that there is no need or allocation for any new houses in Renhold in the new Local Plan and that only small affordable homes have been identified in the analysis of the HNS.

TP added that if you do the design guide, you can identify where possible development could be and at the allocated scale-ie 7-10 affordable houses. PN added there is a covenant allowing for two more charity cottages to be built and that we should look for small spaces elsewhere so that we can meet local need and know where we want to put them.

KR said that South Cambs use a traffic lights system to eliminate red (totally unsuitable) sites. BBC do not use the traffic light system but had not taken up any of the call for sites submissions in the parish, so we should therefore assess the potential suitability of smaller sites, remembering that they cannot be in any of our green gaps. (in teams of 2).

In the meeting with him, Steve Arnold confirmed that they needed to have significant levels of input to the Parish Design Guide process because AECOM's initial work on the study was very much formulaic. It is, therefore, vitally important that we give AECOM a clear steer on what we want to achieve from the study and in particular the development of separate design guides appropriate to the individual characteristics of each End and new estates.

KR suggested that CD might like to lead on this and that the HNS, the green Gaps Policy, the unique characteristics of each End, protection of the countryside views, both from views into the settlement and views out from the settlement should also be conveyed to AECOM in due course. Some wonderful views have not been identified in the Local Plan. Our NP has an important role to play in identifying and protecting those views. NG will approach CD on her return from holiday.

TP summarised the discussion by reminding everyone that the Gantt Chart will be a live document and will be amended several times (Ravensden are up to Version 6!) and that timeframes will need to be extended.

b) Sustainability Statement – collation of data re solar panels / BBC's policy when granting planning permission for the building & refurbishing of commercial buildings.

KR led on this. A quick check of Google Maps had now been developed into a list of properties with solar panels with house numbers etc. KR to distribute. If anyone walks past a house that is not on the list, please let KR know so that she can add it to the list. At present, there are just 62/1450 houses with solar panels. KH -The BBC policy allows for massive roof space with no solar panels.

KH had written to Gareth Draper-a senior planner at BBC who stated that the Local Plan contained policies on climate change. The Policy DS1(S) covers a broad range of actions-“taking opportunities to generate, incorporate and connect to renewable and low carbon infrastructure wherever feasible”. All measures, including solar panels, will be considered on a site by site basis. KH feels that the policy is very loose, but we could perhaps be more specific. We do have some agricultural buildings in the area and, if the Science Park goes ahead, that will afford a similar opportunity. We should create a NP policy to say that solar panels and/or other measures will be required to mitigate climate change. We could identify roof space suitability and we could rule out those in an historic area that would be considered to be unsuitable.

PN added that some recently installed solar panels in new Renhold were an eyesore. Solar panels should be designed to blend in so that they match the contour of the roof for example. Some panels are just not attractive-perhaps tiles would be better. In that situation going forwards, perhaps panels could be ground-mounted to lessen visual impact.

KR said that South Cambs have a good climate change plan policy which she will distribute. New builds should be built to the highest standard in terms of being carbon-neutral, solar panels/tubes, ground source heat pumps

SMW said that GSK are building a Science Park in Stevenage.

c) Tree Preservation Order update (NG/KH)

NG has received papers/photos from recently deceased John Carpenter. NG/KH to go through the media and scan it for the archives and put the relevant information and photos on the website.

d) Designation of Ravensden Road as an End – update (PN/NG)

Designating the dwellings along Ravensden Road has been a rollercoaster. KH, PMMB and NG met in January and following that meeting PMMB visited the planning department to discuss the possibilities.

KH suggested designating the area along Ravensden Road between Salph End and the parish boundary as West End (or a suitable alternative name approved by the residents). The designation will be informal, but will be acknowledged and defined in the Neighbourhood Plan. In this way, we would not need to pursue any official designation which would involve Locality designation and Ordinance Survey etc.

NG has letter from Kim which she will circulate.

Ravensden Road through West End will not need signage. The NPWG will liaise with AECOM to define the boundary and they will use the Design Guide to establish the End's key characteristics. We should consult with residents along Ravensden Road to see if they agree with the designation as defined in the design guide. We must have definitive areas for each of our Ends in the design guide. *[TP Discussion Point - We need to agree who will do this – either we ask AECOM to do the graphics as part of their work, or someone with the technical skills within our group (Claudia or Peter) needs to be asked to produce it. At present, we've agreed at the last two meetings that it needs doing, but not who is going to do it and by when]* PN, subsequent to the meeting, has agreed to liaise with Kim Wilson over the 'Ends' question and potential BBC support in producing maps.

e) Village History/photographs update

As mentioned earlier, Jan Carpenter has given NG photos info from her dad.

Yvonne Potter has given KH a DVD via Mrs Harlow of 1959-1960 but it is of poor quality.

IM has a video of Renhold 2000. PN has equipment to transfer video to DVD.

There are also two DVDs of Bedfordshire memories (not sure who has these)

f) Village Design Code Listing what should be included before approaching Locality – outcome of discussion with Ravensden PC

This has been incorporated into the previous discussion. Please see above.

g) Finances – update (KH)

KH led on this, no change since last time. He cannot verify exactly what is in the coffers as he has not seen an update from LB in recent weeks. For example, the £1000 grant for the PC is not yet confirmed although it has been resolved at committee level.

We will need to get a quote from AECOM. KR said that Locality would directly pay the bill if the application is successful. KR suggested that we should check with Ravensden for advice on this as we will also need to approach Locality to ask advice about applying before or after April. We will need to approach them to kickstart the process. **CD** to lead on this and the design guide when she returns.

4 Role of minutes secretary – request for a change

As JR's mother is not well and she has minuted 16 out of the 17 meetings held thus far, she has requested a change. Please think about this to decide whether or not you are prepared to take up the baton. It might be that we take minutes on a rolling basis otherwise. **(All)**

A.O.B.

We discussed the need to record meetings to make minute taking easier and to check facts. These recordings would be deleted once the minutes had been approved.

We thought it a good idea that actions be summarised at the foot of the minutes from now on for ease of checking and monitoring progress.

AQ suggested that NG write to Steve Arnold to thank him for his immense input and support thus far.

NG suggested that we might switch to Teams for the next meeting as we are not sure if the PC has renewed the Zoom licence.

NG thanked IM for setting up the Zoom link and she also thanked everyone for their attendance and their efforts.

Meeting closed at 8:50 pm.

Next meeting date: Monday April 3rd at 7:00 pm

Actions placed:

CD to lead on briefing content to be assembled for AECOM

NG to discuss with CD how best to brief AECOM on housing needs requirements and locations

NG to circulate a letter from Kim Wilson

NG/KH to sort through historic media currently held

KH to circulate email from BBC Planning re Resources and Climate change. (completed 21 Feb)

PN to approach Kim Wilson for guidance and support in the designation of the village ends

TP to incorporate an 'ends line' into the Gantt chart and reposition action to review potential sites

TP to request a copy of the Ravensden site assessment template

TP to remove SEA from project plan

KR to complete the solar panel register and circulate (completed 23 Feb)

KR to circulate the South Cambridgeshire Climate Change Policy document (completed 23 Feb)

KR to check name of independent consultant used by Gamlingay

All to consider how they can contribute to the future administration of meetings and minutes