



LYMINGE PARISH COUNCIL

NEIGHBOURHOOD PLAN COMMITTEE

**THIS IS THE AGENDA FOR
A MEETING OF THE ABOVE PARISH COUNCIL COMMITTEE TO BE HELD ON
THURSDAY 12TH SEPTEMBER IN LYMINGE VILLAGE HALL
STARTING AT 18:30
YOU ARE HEREBY SUMMONED TO ATTEND.**

1. Election of a chair: *For the purpose of this meeting*

2. Welcome, apologies and declarations of interest

A member who declares a DPI in relation to any item on the agenda will need to leave the meeting for the whole of that item and will not be able to speak or take part unless a relevant Dispensation has been granted.

A member who declares an OSI will be able to speak on the item but will be required to leave the meeting for the vote.

A member who declares a voluntary interest will be allowed to speak and vote on the matter should they wish.

3. Update on neighbourhood plan:

Including: Funding, current status of task list, committee structure, terms of reference and future implementation.

4. Assigning groups: *To assign those who wish to be involved to the groups within the Neighbourhood Plan as corresponds with the task list (see appendix).*

5. Correspondence received

6. Date of next meeting: 10 October

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Group 1 - Housing

Ref	Actions	Detail
1.	Policy: Meeting Local Housing – A policy that will set out the particular housing types/ mix/ tenure/ affordability that any new development should seek to deliver, so that identified local housing needs are met.	The Housing Needs Assessment will largely provide the evidence for this. Summarise the key findings in the justification. Will add more detail to Local Plan policies We did ask to apply for this through locality, but they would only allow us to apply for one package at this time – Design – so we will need to reapply for this one.
2.	Lead on the Housing Needs Assessment	Main point of contact with AECOM who are preparing the assessment – will require input in terms of sense checking the report.
3.	Summarise the findings of the community engagement in relation to housing	To provide an overview of what local people have said about housing mix and affordability.
4.	Summarise the census data	To illustrate current housing stock and how this has evolved since 2001/ 2011.

Group 2: Design Guidance/Codes, History and Heritage

Ref	Actions	Detail
5.	Policy: Character and Design of development – the policy will set out design aspirations and areas of local character – with descriptions.	This will be largely underpinned by the Design Guide. Awaiting visit from AECOM to start this.
6.	Work with the AECOM team to develop the refreshed Design Guidance and Codes	The AECOM consultants will visit the area and will produce a draft set of guidance for comment.
7.	Collate feedback from the community events.	To share with the AECOM team.
8.	Policy: Conserving heritage assets Consider whether there are any heritage assets in the parish that are not nationally listed but are of local significance.	We have the map showing the listed buildings. Need to identify other assets and justify why they are considered to be locally important. I have a template for this. For each one, can you take a photo, provide a description and mark where it is on a map. See https://historicengland.org.uk/images-books/publications/local-heritage-listing-advice-note-7/heag301-local-heritage-listing/ for more information. Identify any heritage assets considered to be at risk.
9.	Heritage assets at risk	Identify any heritage assets considered to be at risk. Provide the name, photo and descriptions of each asset.

Group 3: Community (Tourism, economy, travel etc)

Ref	Actions	Detail
10.	Speak to local businesses and employers to get an understanding of any future needs	Face-to-face discussions? Put out the survey link on Facebook pages to try and target those working from home/ sole traders?
11.	What facilities are young people in the area calling for?	Have a look at the Local Plan evidence base on leisure and recreation. Can we make contact with younger people in the parish to understand their views?
12.	Policy: Improving walking and cycling The policy would map out the 'key movement routes' and identify where improvements can be made, where better connectivity is needed, better signage etc. to promote active travel. Improvements might be funded via developer contributions or other funds. All new development should seek to. Links to community health.	Identify, on the map: <ul style="list-style-type: none"> - Where the main walking and cycling routes are in the area – the primary movement routes - Where could improvements be made? - Where could greater connectivity be achieved? - any key junctions or roads that are traffic 'hotspots' – what is the issue? <p>Are there any 'leisure' routes that could be provided or enhanced?</p> <p>Is car parking a problem? How might we resolve it? Are there any obvious areas where additional car parking or cycle parking or EV charging points could be provided?</p> <p>It might be helpful to speak to the Kent County Council rights of way team about any Local Cycling and Walking Infrastructure plan.</p>
13.	Can you go through the survey results and pick out any community aspirations that are not planning policy related but which could be collected to include in the document.	Have a look at each question and pick out projects.
14.	Gather information relating to visitors to the area	Do we have any data that is collected?
15.	Consider whether there is any value to be added to F&H policies on tourism and local employment.	There may not be, as they are comprehensive – the information on visitors might assist in the work being done to explore how to improve movement routes/ signage in the parish.
16.	Possible policy: Community facilities	Develop a list of the key community facilities (by type). Can you show them on a map? Talk to community facility owners to understand whether they have plans to expand? Any plans to move? Problems etc.
17.	Are there any community facilities that are needed locally?	Have a look at the community survey findings. Have a look at the Local Plan evidence base on leisure and recreation.
18.	Public transport – can you provide a description of what it's like and what improvements are needed.	This may not form a policy but might be useful when allocating funding/ community aspirations.

Group 4: Environment

Ref	Actions	Detail
19.	Policy: Biodiversity and wildlife corridors	The policy would map out the green (and blue) infrastructure and demonstrate how it can be safeguarded, expanded, better connected etc. May be scope to identify biodiversity opportunity areas.

20.	Show on a map the green and blue corridors/ spaces plus where greater connectivity could be achieved.	AE to provide a base map to be marked up. SG to mark up
21.	Create a list of the natural features of the landscape that are particularly important in the area.	Photo of each type. Description. E.g. bluebell woods, trees, hedges, ponds etc.
22.	Provide information on what sort of wildlife friendly features should be incorporated into new development.	e.g. bird/ bat boxes etc.
23.	Policy: Local Green Spaces To safeguard demonstrably special green space from inappropriate development.	Identify and justify against the criteria. Provide photos and show them on a map. Collate ownership details and contact the owners.
24.	Policy: Significant Local Views To identify views that are particularly special and safeguard from the impacts of development.	Identify the key views that should be protected. For each, we need a description and photo and a map showing the location, direction and breadth of the view.
25.	Policy: Dark skies	CPRE mapping, any other local evidence
26.	Policy: Energy efficiency and design - seek to ensure that development meets the highest environmental standards in terms of its construction, materials and energy use.	Much of the information to underpin such a policy is in the public domain. Could we engage the climate change people here?
27.	Community-scale energy	Is this something you wish to support locally? See CSE worksheets (AE can provide)
28.	Flooding / drainage	