



## **NEIGHBOURHOOD PLAN SUB-COMMITTEE MINUTES**

**TUESDAY 15<sup>th</sup> MAY 2018**

Present: Cllrs J.Bayford, Binks, Dexter, D. Saunders, Peter Lorenzo, Sue Wall, Laura Scotney  
Ian Minter Consultant, Ian Minter Architects  
Danielle Dunn Town Clerk

### **13 APOLOGIES FOR ABSENCE**

Cllr B. Bayford

### **14 DECLARATIONS OF INTEREST**

None

### **15 MINUTES**

RESOLVED to APPROVE and CHAIR to SIGN the minutes of the meeting held on 27<sup>th</sup> March 2018, agreed

### **16 COMMITTEE MEMBERSHIP AND NEW MAYOR**

The committee were made aware that Cllr Paul Moore had now been elected as the Town Mayor for the 2018-2019 Civic year. The internal committee structures would be decided at the 4<sup>th</sup> June F&GP meeting, so the Cllr membership of the Neighbourhood Plan sub-committee could potentially change.

RESOLVED that the community members, P. Lorenzo, S. Wall and L. Scotney would remain on the sub-committee for the 2018-19 Civic Year.

### **17 REGULATION 14 PLAN – PROGRESS SINCE LAST MEETING\***

Members of the sub-committee had had the opportunity to read the emerging draft Neighbourhood Plan prior to the meeting. All committee members had been using Google Docs to view and make comments on the draft.

The Town Clerk introduced Ian Minter, from Ian Minter Architects who had been working on the draft design guidelines for the plan.

Each of the policies in the emerging draft plan were discussed and any outstanding tasks were distributed between the committee:

BSP1: The 'Green Wedge'

This policy to remain as is and it would support not replicate TDC policy

#### BSP2: Important Views and Vistas

The Town Clerk explained that she had spoken to Cllr B Bayford on the telephone and they were going to produce the background document to support the policy together, this would consist of arranging of all the route assessments into one document, identifying the important views from the routeways and producing a map that had arrows showing the significant views and vistas that needed protecting. This map would be reproduced in the NP and would form the basis for the policy.

DISCUSSED views of the sea were identified as particularly important, including the view down the High Street towards Viking Bay. Also, it was important to identify key buildings that if altered in any way would detract or obscure the view.

#### BSP3: Protecting Important Trees

Town Clerk to look into whether this policy is necessary as trees were already protected

DISCUSSED the potential of renaming the policy 'protection of green environment'

RESOLVED Important that a tree warden is nominated before the draft Neighbourhood Plan is out for consultation

#### BSP4: Seafront Character Zones

The Town Clerk explained that following research on how a policy in the NDP could better protect the beaches and bays, a good example from Southend had been identified. Southend had an overarching beach and coastline policy and then a seafront character zone policy that identified a small number of bullet points that set out the actions for each of these zones.

The sub-committee set about drawing the approximate seafront character zones using a workshop style exercise. The identified action zones, provided a starting point, but potentially could be removed in the future.

DISCUSSED Ian Minter was asked if he could draft the bullet points for the character zones and this would be funded out of the NP budget. Town Clerk to discuss this with Ian Minter after the meeting.

#### BSP5: Local Green Spaces

DISCUSSED that two Local Green Spaces were identified during the 'call for LGS'. The Memorial Park

St. Peter's Village Green

It was now important that a background document be drafted that identifies all of the potential LGS, the source that identified them and whether they have any statutory protection. Any identified sites that do not have statutory protection should be allocated as Local Green Space.

RESOLVED that Sue Wall and Laura Scotney work on the Local Green Space background document, supported by the Town Clerk. First meeting scheduled for 22<sup>nd</sup> May 9:30am to discuss this further.

#### BSP6: Safeguarding Community Facilities

Policy included following discussion at the March meeting. See Minute 429 from 2017/18 Civic year.

**BSP7: Conservation Areas**

This policy to be removed from the draft plan, as Conservation Areas are already protected by TDC policy.

**BSP8: Areas of High Townscape Value**

Policy based on reproducing the old Thanet District Council High Townscape Value areas. The potential for introducing an additional area of High Townscape Value at the Eastern and Western esplanade was also a possibility.

**BSP9: Local Heritage Assets**

Identified that the Local List was held by the Broadstairs Society and included properties that weren't listed, but had a merit that meant they should be locally protected. The list was continually being updated by the Broadstairs Society and therefore, it wouldn't be possible to provide it as a background document for the Plan.

DISCUSSED that was there some way the Local List could be put on the website and be a live document that could be continually updated.

**BSP10: Design in Broadstairs & St. Peter's**

DISCUSSED that Ian Minter had been looking at the Design Statement and has narrowed down its contents to ensure that a clearly defined set of design guidance was provided to anyone submitting a planning application. These guidelines will be included in the Appendix rather than in a separate document to clearly identify their importance.

**BSP11: Shopping Areas**

All members of the group had been sent mapping so that they could identify and draw on the map what they considered should be the identified shopping areas in the town.

DISCUSSED the Town Clerk would now amalgamate everyone suggestions onto one map and the final Shopping Area will be agreed at the next meeting. The work that had been undertaken would be used as evidence to support the final policy.

**BSP12: Retention of Employment Space**

The Issues and Options Report had identified that it was important to provide and retain employment space in the borough. This policy provided standard wording to ensure that any existing employment space should be retained, as it was important not to lose business premises when we were not able to allocate new sites.

**BSP13: High Speed Internet Access**

Policy included to support the provision of High Speed internet enabled new properties in the Broadstairs area.

**BSP14: Live-work space**

Policy included to support the findings of the Economic Strategy which states that there is a growing trend towards home working.

**BSP15: Safeguarding Leisure and Tourism Assets**

Policy included due to the high response in the Issues and Options report to support tourism related industry in the Broadstairs Area. Also supported by the Economic Strategy for Broadstairs.

**Other Issues Raised:**

The draft Neighbourhood Plan needs to be circulated with TDC Planners, so that they can give their view on the emerging plan to ensure that it is on the right track and the sub-committee are not wasting their time.

Should there be a policy section on Housing? To include a policy on preventing Houses of Multiple Occupancy- Town Clerk to look into.

The wording taken from the Design Guide states that we do not want single/one bed flats and this had been replicated in the draft plan.

Following discussion on 'where is the evidence to support this' and because and because there was an identified need for elderly people housing that could include retirement flats. It was RESOLVED that any reference to preventing one bed flats should be removed from the plan.

**17 AOB**

Mapping – The Town Clerk had spoken to the Mapping/GIS officer at Thanet District Council and had agreed that the mapping needed for the Regulation 14 plan could be made by TDC and the officer would charge for their time based on an hourly rate. This outsourcing was because there was not enough capacity in house and the Town Council would have to pay for additional software to make the maps. The money needed for the mapping would be taken out of the NP budget.

Proposed dates for consultation on the Regulation 14 Neighbourhood Development Plan.

RESOLVED that the sub-committee should aim for the 23<sup>rd</sup> July Council meeting for agreement that the Regulation 14 draft plan can go out for consultation.

RESOLVED that the emerging plan should be reported through the Planning Committee so that members can have the opportunity to digest the contents of the plan and provide any feedback before the 23<sup>rd</sup> July Council Meeting.

**18 DATE OF NEXT MEETING**

12<sup>th</sup> June 9:30am