

**Minutes of the Meeting of Hellesdon Neighbourhood Plan Working Group
held on Monday 11th March 2024 at 7pm
in The Council Chamber, Diamond Jubilee Lodge**

PRESENT:

Cllr S Gurney (Chairman)
Cllr R. Forder
Cllr S. Lowthorpe

Cllr L Douglass
Cllr B. Johnson

In attendance: Mrs F LeBon (Clerk) and Mr M Thompson (Collective Community Planning).

Cllr Gurney opened the meeting at 7pm and welcomed all in attendance.

1. Apologies for Absence

Apologies had been received from Mr B. Chapman.

2. Declarations of Interest

None declared.

3. To Agree Minutes of the Meeting of 12th February 2024

The draft minutes had been previously circulated. These were **AGREED** after a proposal from Cllr Douglass and a second from Cllr Lowthorpe.

Cllr Gurney updated the meeting, advising that she had attended the networking meeting with Broadland Council, under item 4c.

4. To Receive Updates on Meetings

a) AECOM regarding the Housing Needs Assessment.

The Clerk reported that on 15th February a representative from Collective Community Planning and the Clerk met with AECOM to discuss their technical work on a Housing Needs Assessment for the parish. This will be a topdown desktop analysis with no need to visit the parish.

They will look at historic data from 2011-2021 and also future projections. They will look at aspects of housing need such as:

- Tenure and affordability.
- Typical cost of a dwelling.
- Affordability vs average incomes.
- When different tenures become affordable.
- Availability of first homes (homes at a 30 – 40% discount).
- Need for affordable rental (for people where this is the only option).
- Affordable demand for home ownership.
- Specialist housing for older people (75+)
- Demographic calculations and projections. This will create an indicative house size mix.

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At the time of the meeting, there were 57 households in need of 1 bedroom accommodation and 15 in need of 2 bedroom accommodation.

AECOM were made aware of the impending closure of the asylum hotel and the impact this may have on housing need.

The timeline for the Housing Needs Assessment is approximately 14-16 weeks in total. The draft report will take 6-8 weeks but will then go through various degrees of checking, including to the parish for comment, before finally being signed off.

It was **NOTED** that this assessment has been paid for via technical support funding from Locality. It was **AGREED** that the Clerk should make AECOM aware of the possibility that many of the residents leaving the asylum hotel may choose to settle elsewhere in the country where there are already established communities set up, but also that there is likely to be an increase in Ukrainian families settling in the local area.

It was **AGREED** that when the draft report comes to the Working Group for comment, it should also be sent to Broadland Council as a matter of courtesy.

Discussions occurred as to ensuring a good housing mix at the proposed hospital site.

b) AECOM and Broadland Council Regarding Design Codes

The Clerk reported that on 20th February a representative from Collective Community Planning and the Clerk met with planning policy officers from Broadland Council to discuss initial ideas about design codes.

Broadland Council raised concerns about HEL1 (the hospital site) and HEL2 (Persimmon) as varying levels of design already exist for these sites and there were concerns over tensions. The initial advice from Broadland Council was to keep the Neighbourhood Plan design policies generic to avoid tensions. Concerns were raised over this advice as Hellesdon Parish Council has not been privy to preapplication discussions on HEL1, and there remains uncertainty over the build out of HEL2, therefore the Neighbourhood Plan could be working round a design code that may never come to fruition. The Working Group shared concerns over policies being generic, wanting to ensure that any policies within the plan worked for Hellesdon and were prescriptive enough not misinterpreted by developers.

Planning policy officers advised about respecting existing landscapes and the views from certain directions (such as over the Wensum Valley). Boundary treatments such as hedgerows were also discussed.

The landscape of Drayton High Road was discussed as perhaps the most important of all the arterial roads in Hellesdon, as it is less built up than the Reepham or Cromer Roads.

Also discussed was defining character areas, and this is something that AECOM will assist with when they visit.

Ecology policies (eg: Swift boxes) and biodiversity net gain on smaller sites was also raised.

An offer was made to Broadland Council to attend the meeting with AECOM when they attend site.

Concerns were raised that Broadland Council had advised that the Norfolk Parking standards could not be deviated from, whereby at least 2 local Neighbourhood Plans had improved upon the standards and this had been accepted by the inspector.

Also on 20th February a representative from Collective Community Planning and the Clerk met with AECOM to discuss initial design code ideas. As part of this meeting, the matters discussed in the earlier meeting with Broadland Council were raised.

Initial discussions were had over existing development and the impact of extensions / improvements and ensuring that these designs do not impact on the community, particularly in relation to parking.

AECOM are likely to want to attend site on 14th March. It was **AGREED** that Cllrs Gurney and Forder, and the Clerk will meet with them. The Clerk is to find out whether they would like

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picking up from the station. Suggested areas in Hellesdon to look at were White Rose Park, the hospital site, Boundary junction, Low Road (in the vicinity of the church) and areas of open space suggested for protection, to include the open space to the north of Reepham Road and the area housing the second Hellesdon Scout Hut.

Brownfield sites and areas of economic allocation were also discussed, including empty sites around the Boundary, Huws Gray, Dixons, the old saw mill (Cromer Road), the Red Cross, employment sites on Drayton Wood Road, the former Ice Rink, Northgate House and the former garage site on Reepham Road.

c) Networking meeting with Broadland Council and other Neighbourhood Plan Groups

Slides from the meeting had been sent to members of the group. These included Public Health & Neighbourhood Plans by Norfolk County Council and Biodiversity Net Gain by Broadland District & South Norfolk Councils.

Public Health and Neighbourhood Planning generated significant discussion, with the importance of quality housing, good access to open space, access to social spaces and good economic prospects playing a strong role in the health of a population.

The Health Map, designed by Barton and Grant was agreed as a useful tool for the determinants of health and wellbeing in neighbourhoods.

Discussions took place as to the control of vaping in public spaces and how policies can assist with this.

The Clerk is to find out where the outdoor gym is supposed to be sited as part of the Persimmon development.

Connectivity was discussed from the new development to the schools, and how important this is. The poor design of the retaining walls prevented better connectivity from these areas.

The importance of Housing with Care was also discussed.

5. Consultation

a) To Receive Update on Survey Responses to Date

Mr Thompson outlined the online consultation responses to date. 41 responses had been filled in online and headline information to date was as follows:

- The main responders were in the 50-69 age demographic.
- Most people liked the amenities of Hellesdon and being close to the city.
- Most people disliked the traffic and transport issues and the lack of green space on their doorstep.
- 100% of respondents were in favour of applying parking standards to extended properties.
- 80% of respondents would support a housing allocation.
- 64% of respondents would support allocations for community use / employment.
- 80% of respondents would like to see more green space.
- There were mixed views on the walking and cycling network.

Hard copy surveys have also been handed into the parish office.

b) To Finalise Details for Physical Consultation on 22nd and 23rd March 2024

The rota was agreed as:

Friday 22nd March 10am – 1pm: Cllrs Johnson and Lowthorpe

Friday 22nd March 1pm – 4pm: Cllr Forder

Saturday 23rd March 10am – 1pm: Cllrs Smith and Gurney

Saturday 23rd March 1pm – 4pm: Cllrs Barker and Douglass.

Cllr Britcher is available on Saturday 23rd March and is to be given the option of when he would like to attend.

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An appeal is to be made to other councillors at the Parish Council meeting on 12th March. It is also an ideal opportunity for councillors to speak with members of the public about all matters affecting Hellesdon, not just the Neighbourhood Plan.

The Clerk will arrange for the boards to be brought into the chamber, with some photos and a map of Hellesdon for people to plot where they would like to see items such as open space being protected, housing allocations economic allocations.

Members will require lanyards and the old Neighbourhood Plans will also be available as well as an ample supply of the new surveys.

The Clerk will arrange for this to be promoted in Just Hellesdon.

6. Date and Time of Next meeting

Monday 15th April at 7pm

The meeting closed at 8.50pm

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