

# **HOVETON PARISH COUNCIL**

## **Minutes of the Annual Parish Meeting held at 6pm on 2<sup>nd</sup> May 2018 at Hoveton Village Hall**

Present: Councillor Martin Richmond (Chair of the Meeting)  
Councillor Jilly Gourlay  
Councillor Alex Howe  
Councillor Peter Howe  
Councillor Christopher Marshall  
Councillor Russell Reeve  
Councillor Ann Rogers

Officer: Lisa Weller – Clerk

Visitors in Attendance: Councillor Nigel Dixon (District and County Councillor)  
PC Tom Gibbs (Beat Officer for Hoveton)  
Mr Mark Ashwell (Planning Policy Officer, NNDC)  
Approximately 90 members of the public

### **1. Introduction**

Cllr Richmond welcomed everyone to the Annual Parish Meeting and introduced everyone involved in the meeting to the members of the public, explaining that although chaired by the Parish Council's Chairman, the Annual Parish Meeting is a meeting for the residents of Hoveton.

### **2. Approval of Minutes**

The minutes of the Annual Parish Meeting held on 8<sup>th</sup> May 2017 were **AGREED and APPROVED**. The minutes were signed by Cllr Richmond.

### **3. Chair's Report**

Cllr Richmond reported on another busy year for Hoveton Parish Council (HPC). The Parish Council is comprised of a small group of volunteers working hard for the community. There are a number of vacancies on the Parish Council and the Hoveton Village Hall Management Committee urgently needs more members and offers of help. Ample opportunities exist for local residents to get involved in the Parish Council's work so please contact a councillor or the Parish Clerk to find out more.

The Clerk was thanked for the work she'd undertaken this year with a view to modernising the Council and bringing its files, policies and procedures up to date. This year, HPC began providing the village's highway grass cutting as part of a delegated service agreement with Norfolk County Council, an arrangement that has resulted in extra cuts and a tidier village.

Initials ..... Date .....

HPC purchased a SAM2 (speed awareness messaging) unit this year to address issues with speeding traffic in the village, particularly along Tunstead Road. Data gathered by this unit is shared with the police so enforcement action can be taken. HPC is looking for volunteers to form a Hoveton Community Speed Watch team, so please get in touch if interested. The problem of parked vehicles outside Broadland High School should be resolved soon, thanks to the building of a new car park on school grounds. Thank you to Cllr Dixon for his help in pursuing this solution, and to the local residents who pursued this matter alongside HPC. A joint action group was formed with Wroxham Parish Council this year to allow the Councils to work together on issues that affect both parishes and to share information and enhance the relationship between the two Councils. Congratulations to Wroxham PC on the success of its ongoing Neighbourhood Plan project. Thank you to Mrs Carolyn Williams for her hard work in keeping the Granary Staithe garden looking nice all year round.

**4. Hoveton Village Hall Report**

Cllr Jilly Gourlay explained that Hoveton Village Hall is a wonderful amenity that belongs to the community, but it is being run by a committee of only four volunteers at present. More help is needed if the Village Hall is to be kept open. The committee meets once a month at the Village Hall and committee members are asked to commit approximately 4-8 hours per month. If joining the committee isn't for you volunteers are also needed to help out in and around the Village Hall, with jobs like painting or gardening. Please speak to Cllr Gourlay if you can help, and please support the Village Hall so it can continue to offer quality events, activities and facilities for the community.

**5. County & District Councillor's Report**

Cllr Dixon reported he had worked closely together with HPC this year to seek resolutions to a number of local issues. He attends HPC's monthly meetings wherever possible and he provides updates in The Bridge. He has also been working closely this year with the police. He continues to push for resolutions to problems at Brook Park. A significant piece of work is required to address drainage issues in public open spaces. North Norfolk District Council (NNDC) will pursue Persimmon to ensure Persimmon takes action. Cllr Dixon is determined the best possible outcome be achieved. NNDC, with the support of the Broads Authority, is pursuing the idea of a compulsory purchase order for the Waterside Rooms site on Station Road. It is hoped this may prompt the site's owners into redeveloping the site. The Broads Authority is due to pursue enforcement action in terms of the building itself. Cllr Dixon has been pursuing Anglian Water and other agencies responsible concerning the problems with sewerage flooding on Meadow Drive. The worst of the problem has been taken care of, but the problem hasn't been solved completely and Cllr Dixon is still following up on this and is pursuing an investigation into the cause of the problems. A change of ward boundaries will take place in May 2019. The 'Hoveton & Tunstead' ward will be a large, two-member ward covering the parishes of Ashmanhaugh, Barton Turf, Dilham, Hoveton, Neatishead, Sloley, Smallburgh and Tunstead. Cllr Dixon hopes one councillor will be located at this end of the 'patch', and the other councillor at the other end of the patch. Cllr Dixon is pleased to note

Initials ..... Date .....

Norfolk County Council has provided funding for a new car park at Broadland High School, and he thanked HPC for supporting him in his work.

**6. Police Report**

PC Tom Gibbs introduced himself as Hoveton’s Beat Manager. He is based in Hoveton, but covers a wide area. Unfortunately he has lost his PCSOs this year so his team has reduced from four people to one. The police station is open on Monday mornings and a volunteer is available to deal with enquiries but residents are welcome to contact PC Gibbs directly (his mobile number is 07800510713) and residents are encouraged to report any problems. PC Gibbs advised that resources provided by the police reflect the demand for those resources so it’s important to report issues in order to get action taken.

**7. Local Plan Update**

Mr Mark Ashwell, Planning Policy Officer with North Norfolk District Council, explained that NNDC is currently preparing a new Local Plan to replace the existing Local Plan. The period covered by the new Local Plan is 2016-2036, and 5-6 years of preparation work is involved in the preparation of a Local Plan. NNDC is charged with meeting the needs for all different types of development, including housing, and it has been given an evidence-based housing target for the whole of the district (10,000 new developments between now and 2036). To achieve this target, NNDC has to identify new areas for development. Sites for around half the target figure will be included in the new Local Plan (the rest will already have planning permission and will be built over the next 4-5 years). The new Local Plan covers the whole of North Norfolk.

NNDC is still at an early stage of the Local Plan development process (currently two years into the process). The first few years of evidence gathering lead into a consultation period. The first draft of the new Local Plan (the consultation version) is due January 2019. NNDC must decide before then which sites should be included for consultation purposes and they are looking to spread the sites across the district in a reasonable way. Fakenham, Cromer, and North Walsham have been identified as the most sustainable settlements and thereby the biggest growth areas. Growth towns will accommodate the largest housing allocations. Hoveton is considered a ‘small growth town’ in planning terms (the next tier down) due to its facilities and infrastructure, and it is expected to accommodate approximately 150-200 new homes up to 2036. Housing targets are growing all the time, however, so by January 2019, this figure may have increased. And if growth towns such as North Walsham cannot meet their housing targets, small growth towns such as Hoveton might need to help make up the numbers.

If NNDC doesn’t meet its housing targets, the new Local Plan will be rejected, and it will be ‘open season’ for developers (as NNDC will not have an up-to-date Local Plan with housing targets). So a sensible and well thought-out Local Plan will be of benefit to the community. The draft Local Plan (consultation version) will include NNDC’s preferred policy approaches

Initials ..... Date .....

to issues such as affordable housing, details of preferred sites for allocation, and details of all other sites that were discounted, and the reasons why those decisions were reached. In Hoveton there are not a huge number of options in terms of sites for development. Growth in Hoveton will hopefully be kept relatively modest, and NNDC knows it must be mindful of any proposed growth in Wroxham (under Broadland District Council) and how it will impact on Hoveton, but there will be development somewhere in the village as it's not sustainable to have no development. The purpose of the Local Plan is to find the right sites for growth.

## **8. Questions**

A member of the public asked why Hoveton is being considered a 'town' in planning terms, and what this means for the future of Hoveton. Cllr Dixon said this is to do with settlement hierarchy, but that Hoveton is considered to be a 'secondary settlement' so its allocation of housing will be less than proper towns like North Walsham or Cromer. Residents should be aware that a developer has argued Hoveton should be higher up the housing hierarchy, so should have a bigger housing allocation, and a development proposal was brought forward last year for 350+ homes. This proposal was not well received however, and the Local Plan approach of 150-200 new homes for Hoveton is still being supported.

A local resident pointed out that 25 new homes for Hoveton had recently been approved at Church Field, and 20 more were approved for Tilia. Mr Ashwell acknowledged that Hoveton has already begun working towards its housing allocation; he believes if Brook Park 'phase two' is one of the approved development sites (with 100-150 homes) this will be 'job done' for Hoveton.

A member of the public asked if NNDC is able to take into account difficulties experienced with a developer (for instance, Persimmon at Brook Park) if that developer applies to take on another site. Mr Ashwell explained that the Local Plan is only concerned with allocating land and agreeing the principle of development. At the Local Plan stage it's not yet known who the developers will be. It's not until later (the planning applications stage) that NNDC will know who the developers are and what they are offering. However, it was noted by Mr Ashwell that Persimmon is heavily promoting Brook Park phase two. Cllr Dixon added that Mr Ashwell deals with planning policy only; another team at NNDC deals with applications. Unfortunately, it is not recognised in legislation that a planning application can be rejected just because of who the developer is or the work they have done in the past.

A local resident asked if there were any plans for a bypass for Hoveton and Wroxham. Mr Ashwell replied that this would be a matter for Norfolk County Council and would not form part of the Local Plan. However, in order to fund a bypass (a multi-million pound project), it is likely that Hoveton and Wroxham would need to accept large amounts of development as the funding for such a project would need to come from somewhere. It was reported by another resident that a bypass for Hoveton and Wroxham was considered in the 1980s but was not thought a viable option, for various reasons. However, it was acknowledged that a

Initials ..... Date .....

huge problem exists in terms of the sheer amount of traffic using the one (and only) main road through the two villages and that this problem is only expected to get worse with the building of further new housing developments in Rackheath and Stalham. A resident asked if a relief road could be built if a proposed large new settlement at Scottow goes ahead. Mr Ashwell advised that any proposals for a new town would most likely involve the other side of Norwich as such a development would be unlikely to be sustainable in North Norfolk.

A local resident queried the funds NNDC will receive from developers for the developments planned for Hoveton and how these funds will be distributed in the community. Mr Ashwell advised that when a developer wants to build in an area it is reasonable for that developer to offer funding for local services in order to make its proposals acceptable. For instance, a developer could fund new school places or road improvements. The distribution of funds is decided within the terms of a legal agreement (a public document), and these funds won't necessarily all go to Hoveton even if the developments are in Hoveton. Mr Ashwell advised that education and highways contributions are held by Norfolk County Council, while NNDC holds public open space contributions. Funds can go 'unspent' if not used so the onus is on the receiving bodies to ensure these funds are drawn and spent. A resident queried where the funds provided by Persimmon in connection with Brook Park had been distributed, and Mr Ashwell said he would look into this further and advise HPC accordingly.

A member of the public asked where extra school places would come from as local schools are already under pressure. Mr Ashwell advised that if no school spaces were available the developer would be asked to fund the extension of a local school and if the school couldn't be extended then planning permission would be refused. Mr Ashwell noted that Hoveton's schools have the capacity to be extended and a local resident advised that Broadland High School is already aware that such extension might be needed, and is working towards this.

A local resident queried affordable housing percentages and pointed out that the numbers of affordable homes built in new developments often don't match those numbers promised by the developers. Mr Ashwell advised that there are several major challenges in terms of housing provision, one of which is providing affordable housing. The aim is to deliver 45% affordable housing through the new Local Plan but this depends on a number of factors so will be easier to do in some places than in others (e.g. depending on the cost of houses in general). Affordable housing is achieved through a subsidy – reduced land value, reduced developer profit, government grants etc – and the discount has to come from somewhere, as 'affordable' homes cost the same to build as other homes. Sometimes, local authorities are faced with a choice of either relaxing policies on affordable housing in order to achieve some affordable housing rather than none at all, or to wait and hope for the best. So there is some flexibility in planning policies and some give and take involved in the negotiations.

A member of the public queried whether Brook Park phase two will need a second point of access other than the existing roundabout/access from Stalham Road. Mr Ashwell advised

Initials ..... Date .....

that Highways would require two points of access to the site, and that the site would most likely be connected to Tunstead Road as its second point of access.

Mr Ashwell concluded the discussion by advising that the draft Local Plan is a consultation document, and that up to three rounds of public consultation are planned, so everyone will be given the chance to have their say. Something to bear in mind is that while residents of Hoveton may feel strongly that no development should take place in Hoveton, residents of North Walsham, for example, may feel equally strongly that Hoveton should accommodate more development so that North Walsham won't have to accommodate quite so much. The Local Plan will attempt to balance the housing allocation for North Norfolk in a sensible and fair way.

**9. Close**

Cllr Richmond thanked everyone for attending and closed the meeting at 7.30pm.

**Addendum #1**

Local Plan Update Report, prepared by Mr Mark Ashwell, Planning Policy Officer with North Norfolk District Council.

**Addendum #2**

Local Plan – map of potential sites in Hoveton (preferred and alternatives combined).

Signed ..... Date .....

Name .....

## **Addendum #1**

### **Local Plan Update – Prepared by Mr Mark Ashwell, NNDC**

#### **Introduction**

The Council is producing a new Local Plan to cover the period 2016-2036. Evidence suggests we will require between 9,000 and 10,000 new dwellings over the twenty year period.

To achieve this the new Local Plan will need to identify suitable development sites for anything between 3,500 and 4,500 dwellings with the upper number being probable when government introduce a revised approach to establishing housing need (due to be introduced around Sept 2018). The remainder of what is required already has planning permission or will be provided for on small sites, referred to as 'windfalls'.

Over the next few months our Working Party (the Member group which is overseeing Local Plan production) will visit many of the site options which have been put forward via a 'call for sites' process. All of the sites which have been suggested will be published in a Draft Plan which will be published for public consultation next January. The consultation materials will identify 'Preferred Sites' together with those which have been discounted (at this stage).

The visits will be focused on the proposed Selected Settlements (larger towns and villages) as these are the locations where the Plan will formally allocate land for development. Outside of the Selected Settlements small scale growth is likely to be permitted via small scale infill, rural exceptions, building conversions and community led schemes – Neighbourhood Planning, community land trusts, enabling developments and so on.

There are currently two significant areas of uncertainty which could impact on the site allocation process. The first is the potential for the housing requirement to increase as outlined above. The addition of a further 1,000 dwellings to the housing requirement would inevitably mean that additional sites will need to be identified meaning that sites which are currently indicated as not preferred may require reconsideration. The second relates to a potential change in the National Planning Policy Framework (currently published for consultation) requiring that allocated sites include a proportion (20%) of smaller sites of less than half a hectare in size. Both of these issues will likely need to be considered further before the consultation draft plan is published. The smaller sites requirement would be particularly time consuming as for each site allocated a range of others would need to be considered and discounted.

The Council may also wish to consider the merits of identifying 'Reserve Sites' which could be released for development in the event of the allocated sites not being delivered at the required rate.

## **Sites**

All of the sites identified as preferred options at this stage have been subject to various tests:

- They are all known to be available for development having been promoted by their owners.
- They have all been subject to consultation with the Highway Authority to establish (at an in principle level) that safe access can be provided.
- They have all been subject to Sustainability Appraisal and a Site Appraisal process to establish suitability. This looks at around 40 indicators such as flood risk, biodiversity, proximity to facilities, public transport etc.

All sites which are known to be subject to an absolute constraint (one which is incapable of being addressed) are not preferred. In some locations there are many broadly suitable sites and the selection of a preferred site involves planning judgement.

If a site is allocated for development in a Local Plan there is a clear expectation that it will be developed over the twenty year plan period. However, allocated sites still need to secure planning permission in the normal way so all that the Local Plan is doing is establishing the principle that development is acceptable.

## **Hoveton**

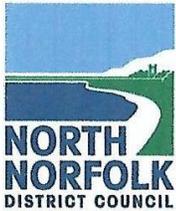
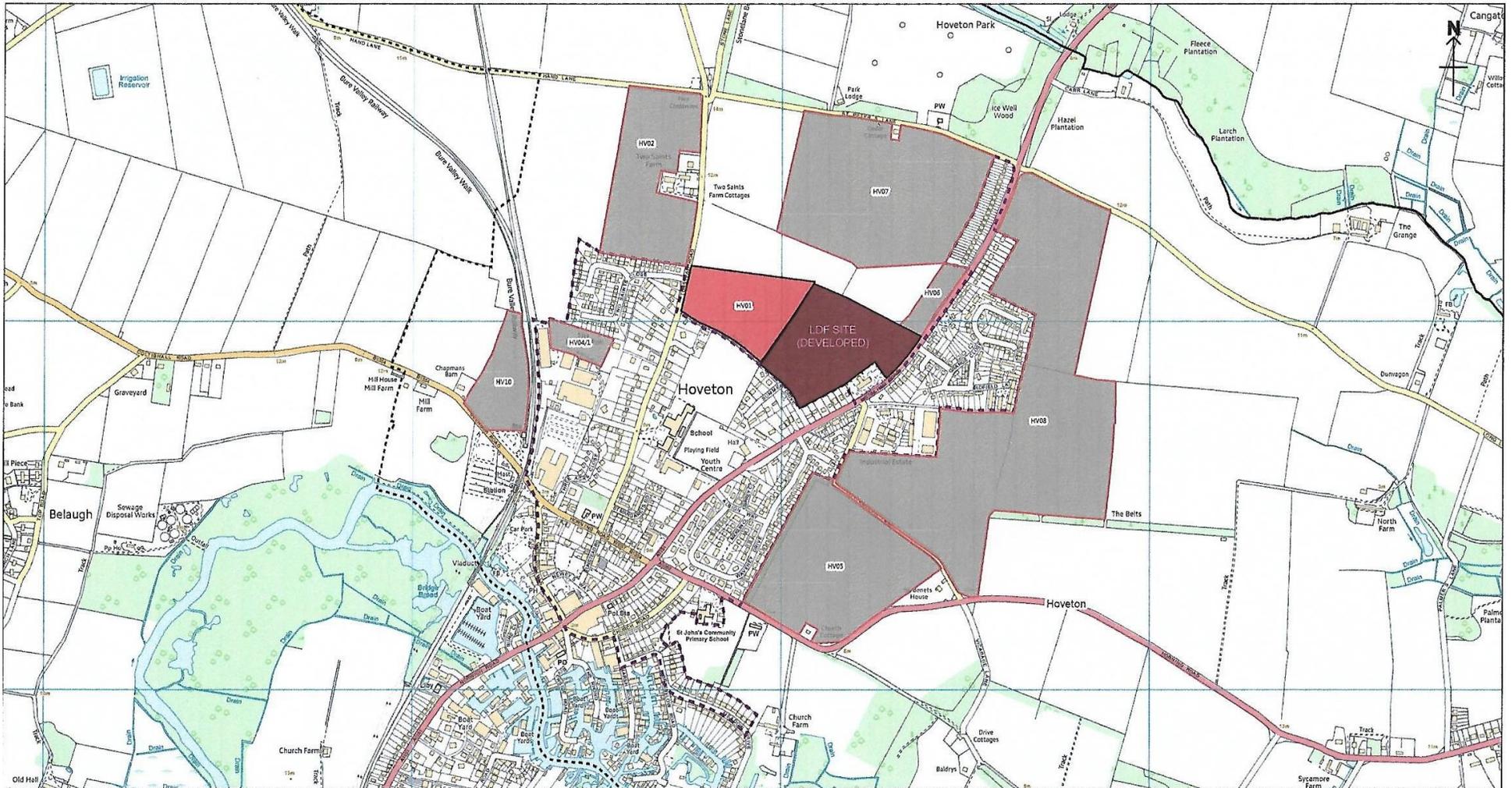
It is highly likely that the draft plan that we will consult on will promote a pattern of future development which focuses a significant proportion of the new growth in and around the existing towns in the district. We are likely to identify three larger growth towns (North Walsham, Fakenham and Cromer), five smaller growth towns/villages (Stalham, Wells, Holt, Sheringham and Hoveton), and a small number of larger villages such as Mundesley and Briston. These locations will be suggested as the most appropriate locations for further growth.

Our plans are likely to propose between 100-400 dwellings in each of the smaller growth towns with growth in Hoveton towards the lower/middle end of the range. We will take account of any emerging proposals for Wroxham and test the capacity of infrastructure accordingly.

The map shows all of the sites which have been suggested. Only a small fraction of these will be required and currently it is thought that only one or possibly two sites will be identified for further consideration. These are a second phase at Brook Park (HV01) on the land fronting on to Tunstead Road and/or HV05 on the Horning Road.

The other sites shown on the plan are not regarded by officers as serious contenders although site owners are at liberty to continue to promote their sites throughout the process including at the public inquiry which takes place at the end of the process sometime during 2019/2020.

## Addendum #2 – Local Plan Map



\*\*For consideration by Planning Policy & Built Heritage Working Party, Monday 19th March 2018\*\*

### Potential Sites in Hoveton - Preferred & Alternatives Combined

- Preferred Housing / Mixed Use Site
- Completed Allocated Site (Local Development Framework)
- Alternative Site Considered
- Parish Boundary
- LDF Settlement Boundary

The above sites have been assessed for their suitability as potential housing or mixed-use allocations as part of the North Norfolk Local Plan. Preferred sites are highlighted in red as potential candidates for future public consultation.

1:10000

CB

07/03/2018

North Norfolk District Council  
 Council Offices, Holt Road,  
 Cromer, Norfolk, NR27 9EN  
 Tel: 01263 513811  
 Fax: 01263 515042  
[www.northnorfolk.org](http://www.northnorfolk.org)

© Crown Copyright  
 and database right  
 2018  
 Ordnance Survey  
 100018623

Aerial Photos  
 ©Getmapping plc