

**Minutes of the Wickham Market Neighbourhood Plan Environment & Heritage Working Group held on Saturday, 2 July 2016 at 11.00am**

Present: Susan Jones (chair)  
Anne Westover  
Apologies: Steve Aylward

**To determine the way forward for the working group following the Public Meeting on 15 May 2016**

1. The Technical Information Note 04/2016 produced by the Landscape Institute was considered. It was noted that according to the LI the areas of work which a landscape architect might be expected to provide specialist advice (alongside, in some cases other professionals) include:
  - Landscape/townscape character assessment
  - Landscape capacity studies
  - Green space requirements
  - Masterplanning and Design Codes
  - A Sustainability Appraisal (SA) and
  - Strategic Environmental Assessment (SEA)
  
2. It was agreed that this guidance would be useful in drafting a Brief for a Technical Report to cover Environmental and Heritage aspects of the Neighbourhood Plan (NP). We would expect the report to consider Environment & Heritage topics within the NP and include consideration of the broad topics previously agreed and covered within the public consultation leaflet:
  - Biodiversity
  - Natural environment
  - Historic environment
  - Green spaces and Green infrastructure
  
3. It was agreed that a detailed Brief for the Environmental & Heritage Technical Report would be drafted by the working group in conjunction with the NP Steering Group. We consider that assistance should be sought from district and county council planning officers – and any other relevant experts - to ensure that the Brief would be fit for purpose.
  
4. It was agreed that the NP Steering Group would be asked to approve funding (through the locality funding support) for the Technical Report to follow the Housing Needs Assessment once this is complete.

5. As the Technical Support available does not include a package which specifically addresses 'landscape' the Brief would be drafted with the heading of Heritage and Character Assessment but we would expect this to include reference to (development) site options and assessment and Design Codes relevant to Wickham Market.
6. It was agreed that if AECOM (the consultants) are unable to deliver the Brief in whole or part, we would seek funding for appropriate consultancy work. Locality have advised that this would be acceptable.

### **Drafting the Neighbourhood Plan**

7. It was agreed that policies relevant to the Environment & Heritage section of the NP would be collated from NPs already approved for areas similar to Wickham Market in addition to those applicable within the SCDC LDF. The aim will be to examine whether they could be adapted or adopted for our purpose and to indicate where policies specific to Wickham Market would be needed. The questions posed for the Public Meeting on 15 May – and any responses - would be included in the draft policies.

### **Consultation**

8. The NP Steering Group is required to consult interested parties within the plan area to ensure that it reflects their wishes and the needs. The Environment & Heritage Working Group would prefer to consult on specific objectives and policies when these have been drafted. We believe that this will elicit more substantive comments than are likely to be available at the initial stage of NP development.

### **AOB**

9. None raised.

### **Date of next meeting**

10. To be agreed.

The meeting was closed at 12.45pm

Signed.....Dated                      2 July 2016  
Susan Jones