

INDEPENDENT EXAMINATION OF THE WEST WICKHAM NEIGHBOURHOOD PLAN

EXAMINER: Andrew S Freeman BSc (Hons) DipTP DipEM FRTPI

Dave Sargeant
West Wickham Parish Council

Alison Talkington
South Cambridgeshire District Council

Examination Ref: 01/AF/WWNP

Via email

4 April 2022

Dear Mr Sargeant and Ms Talkington

WEST WICKHAM NEIGHBOURHOOD PLAN EXAMINATION

Following the submission for examination of the West Wickham Neighbourhood Plan (the Plan), I would like to clarify several initial procedural matters. I also have a number of preliminary questions for West Wickham Parish Council to which I would like to receive a written response by **Friday 29 April 2022**.

1. Examination Documentation

I can confirm that I am satisfied that I have received a complete submission of the Plan and accompanying documentation, including the Basic Conditions Statement, the Consultation Statement, the Pre-Submission Sustainability Statement and the Regulation 16 representations, to enable me to undertake the examination.

Subject to my detailed assessment of the Plan, I have not at this initial stage identified any very significant and obvious flaws in the Plan that might lead me to advise that the examination should not proceed.

2. Site Visit

I intend to undertake a site visit to the neighbourhood plan area during the week commencing 11 April 2022. This will assist in my assessment of the draft Plan, including the issues identified in the representations.

The site visit will be undertaken unaccompanied. It is very important that I am not approached to discuss any aspects of the Plan or the neighbourhood area, as this may be perceived to prejudice my independence and risk compromising the fairness of the examination process.

I may have some additional questions, following my site visit, which I will set out in writing should I require any further clarification.

3. Written Representations

At this stage, I consider the examination can be conducted solely by the written representations procedure, without the need for a hearing. However, I will reserve the option to convene a hearing should I consider there are exceptional reasons for doing so.

4. Further Clarification

I have a number of initial questions seeking further clarification, which I have set out in the Annex to this letter. I would be grateful if you can seek to provide a written response by **Friday 29 April 2022**.

5. Examination Timetable

As you will be aware, the intention is to examine the Plan (including conduct of the site visit) with a view to providing a draft report (for 'fact checking') within 4-6 weeks of submission of the Plan.

As I have raised a number of questions, I must provide you with sufficient opportunity to reply. Consequentially, the examination timetable will be extended. Please be assured that I will endeavour to mitigate any delay as far as is practicable. The IPe office team will seek to keep you updated on the anticipated delivery date of the draft report.

If you have any process questions related to the conduct of the examination, which you would like me to address, please do not hesitate to contact the office team in the first instance.

In the interests of transparency, may I prevail upon you to ensure a copy of this letter and any respective responses, are placed on the Parish Council and Local Authority websites.

Thank you in advance for your assistance.

Your sincerely

Andrew Freeman

Examiner

Annex

From my initial reading of the West Wickham Neighbourhood Plan and the supporting evidence, I have a number of questions for West Wickham Parish Council. I have requested the submission of a response by **Friday 29 April 2022**.

1. Paragraph 6.8 of the Basic Conditions Statement confirms that the Plan has been prepared having regard to the fundamental rights and freedom guaranteed under the European Convention on Human Rights. Is the Parish Council satisfied that the Plan does not breach Human Rights (within the meaning of the Human Rights Act 1998)?
2. Policy WWK/2 – on-plot parking in line with Local Plan Policy: Is the appropriate policy Local Plan Policy T1/3 (as per Policy WWK/11)?
3. Policy WWK/7 – net gain in biodiversity: Would reference to the District Council’s Supplementary Planning Document (SPD) be appropriate?
4. Policy WWK/8 – retention and enhancement from development proposals: Is the policy intended to apply to all development proposals?
5. Policy WWK/9 – delivery of smaller homes over larger homes: Please clarify what would constitute a smaller home/larger home.
6. Policy WWK/10: The use of the terms “affordable homes” and “smaller homes” (in the plural) suggests that a minimum provision of two such homes would be required. Is this correct?
7. Policy WWK/11 – expansion/enhancement on *or adjacent to* the Village Hall: Should Policy Map 6 also be referenced in this policy?
8. Glossary – “Affordable Housing”: Is there any particular reason why a definition different from that set out in the NPPF has been used?
9. Representations regarding land at White Gables, 104 High Street: Please comment on the appropriateness of including the site within the Neighbourhood Plan/Development Framework.