

Statement of Community Involvement

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1. Introduction

1.1. *The Project*

- 1.1.1. A consortium of Easton landowners, Easton and Otley College, the Royal Norfolk Agricultural Association, the Norwich Diocesan Board of Finance Ltd and the Rampton Property Trust has over a number of years brought forward a major development project for the village of Easton.
- 1.1.2. The project is described as “The erection of 907 dwellings; the creation of a village heart to feature an extended primary school, a new village hall, a retail store and areas of public open space; the relocation and increased capacity of the allotments; and associated infrastructure including public open space and highway works.”

1.2. *Why consultation is required*

- 1.2.1. The Town and Country Planning system seeks to ensure the community and stakeholders are involved in planning and development matters. South Norfolk Council is required to produce a Statement of Community Involvement (SCI) as part of its Local Development Framework (LDF) to detail how the Council will consult the community and stakeholders in the preparation of planning documents and applications. The most recent SCI for South Norfolk was adopted in 2007.
- 1.2.2. The role of community involvement within the planning process is supported by the National Planning Policy Framework (NPPF) which expects applicants to “work closely with those directly affected by their proposals to evolve designs that take account of the views of the community. Proposals that can demonstrate this in developing the design of the new development should be looked on more favourably.” (para. 66, NPPF).
- 1.2.3. This is further emphasised with the recently published National Planning Practice Guidance (NPPG), which states that “Pre-application engagement with the community is encouraged where it will add value to the process and the outcome.”
- 1.2.4. South Norfolk Council also confirmed a requirement to consult with the Local Community, during pre-application discussions in November 2013.

1.3. *The role of Tribe*

- 1.3.1. The project team includes Peal Communications Ltd trading as Tribe, a leading public relations agency based in Norwich. Tribe’s founder and managing

director Patrick Peal led on the public consultation and project communication elements of the project.

- 1.3.2. The principle established from the outset was of full engagement with Easton Parish Council and with the community of Easton.

2. Pre Application Discussions

2.1. Summary

- 2.1.1. Consultation in respect of the proposed application at The Easton Village Growth Location has been ongoing since August 2013. This has included an extensive amount of ongoing discussion with South Norfolk Council, Norfolk County Council, the Parish Council, other statutory organisations and the general public.
- 2.1.2. The consultation and community engagement that has taken place prior to the submission of this application is set out below, with further details provided in the accompanying Statement of Community Involvement.

2.2. Discussions with South Norfolk Council

- 2.2.1. Meetings and discussions with Planning Officers at South Norfolk Council have been ongoing since the first project inception meeting in August 2013, when initial discussions took place regarding the principle of residential development on the site.
- 2.2.2. Further meetings have taken place since this meeting in February, March, May, June and August 2014 to discuss all aspects of the scheme, including its principle, extent, highways and conservation matters. A summary of each meeting is provided below. South Norfolk Council has at all stages of the pre-application process indicated support in principle for the proposed development.
- 2.2.3. November 2013 - This meeting was arranged following the production of the initial masterplan and to discuss the Council's suggested scoping requirements. The principle of the scheme was discussed, as well as initial discussions relating to issues such as affordable housing, the red line boundary and site ownership.
- 2.2.4. February 2014 - Following the November meeting, it was agreed to meet again early in the New Year when the EIA Scoping Report had been submitted to the Council and further work had been undertaken on the background information of the site.
- 2.2.5. The February meeting discussed these matters with confirmation received from Officers in respect of such issues as the Environmental Statement

cumulative effects (surrounding allocated sites and the Queens Hills applications only), suggested densities (a gross density of 23dph) and boundary treatments.

- 2.2.6. The public consultation event was also discussed, which was due to take place in March 2014, as well as a general update on consultations with local residents and parish council's.
- 2.2.7. March 2014 - The following meeting took place in March 2014, after the public consultation event, with Officers happy that the event was well attended and that it was inclusive for the whole community (see below). This meeting included Planning, Policy and Conservation Officers from South Norfolk Council.
- 2.2.8. This meeting focused on the following issues:
 - 2.2.8.1. The masterplan, and specifically design codes and parameters.
Officers requested that the submitted masterplan document needed to form the basis of ongoing design principles for future and reserved matters applications, to ensure that when constructed, the scheme is properly integrated in terms of design and layout;
 - 2.2.8.2. Transport and S106 contributions; and
 - 2.2.8.3. Heritage issues – in particular consideration was given to ensuring that the setting of The Church of St Peter was preserved by the development proposals. In this respect, advice was given in relation to the general approach that the accompanying Heritage Impact Statement needed to take.
- 2.2.9. Further discussion is set out in the Statement of Community Involvement.
- 2.2.10. May 2014 - The next meeting took place in May, and included officers from Norfolk County Council. Much of the meeting dealt with highways and S106 contributions, with Norfolk County Council requesting contributions towards a new bridge over the A47 to provide pedestrian and cycle access to Costessey. Further discussion dealt with the provision of an extension to the St Peters Church of England Primary School, with Norfolk County Council confirming their acceptance for a 0.84 area of land to be provided for the extension.
- 2.2.11. South Norfolk Council also confirmed at this meeting that a new village hall of 300m² would be appropriate as part of the development. Confirmation was also given at this meeting that the scheme would include proposals for a retail store of between 250m² to 400m².
- 2.2.12. June 2014 - This meeting focussed on the following matters:
 - 2.2.12.1. The masterplan, particularly densities and the redline boundary;

2.2.12.2. Further discussions in respect of highways and S106/CIL contributions;

2.2.12.3. Affordable Housing, with Officers confirming that the starting principle for affordable housing will be 33%, with a 85:15 split, unless viability can demonstrate otherwise;

2.2.12.4. The Village Heart; and

2.2.12.5. A general update on the various ongoing background studies.

2.2.13. August 2014 - A final meeting with Officers before submission took place in August 2014. Much of this meeting dealt with S106 contributions, with Heads of Terms being agreed at this meeting.

2.3. Discussions with Norfolk County Council

2.3.1. Discussions with the Council have also been ongoing since August 2014 and Officers have attended a number of the meetings with South Norfolk Council.

2.3.2. Separate meetings and discussions have also been held in respect of ecology, highways and archaeology matters, all of which have helped to inform the finalised design of the scheme.

2.4. Other Statutory Consultees

2.4.1. Regular discussions have taken place with Easton Parish Council, particularly as they own part of the application site, including a number of meetings to inform them of the scheme. These discussions are also outlined in the Statement of Community Involvement.

3. Community Engagement

3.1. Process

3.1.1. The project team has liaised with Easton Parish Council throughout the project development and consultation process. The project team also consulted South Norfolk Council on its proposed consultation process and agreed with them the statutory and non-statutory consultees.

3.1.2. It was agreed that every household in Easton Parish as well as identified key local stakeholders including bordering parish chairpersons and clerks should be informed at the earliest opportunity about the consultation.

3.1.3. To this end a project website was launched in December 2013 at www.eastondevelopment.co.uk. News of each new post to the site was emailed to the Chairs and Clerks of Easton Parish Council and its neighbours as well as to the district and county councillor and the local MP.

The image shows two overlapping screenshots of the 'Easton Village Growth Location' website. The top screenshot displays the 'New Heart of Easton Community' page, featuring a large image of a stone cross with 'EASTON' on it. The text on the page describes a consortium of landowners in discussions with parish and district councillors about building approximately 900 homes. It also mentions the project design team's progress and the latest news section with links to 'Update November 12th' and 'Correction to note in Grapevine June 2014'. The bottom screenshot shows the 'News' page, which lists updates from November 2014 back to December 2013. The news items include archaeological exploration work, a correction to a note in Grapevine, and information about gas supply and connection charges.

3.1.4. Advance notice of the date and location of the planned public exhibition was published in early February 2014 in 'Grapevine', the Easton parish magazine.

3.1.5. Two weeks before the event, invitation postcards were mailed to every household in Easton Parish. A Public Notice about the exhibitions was published in the Eastern Daily Press, with a news item also appearing in the editorial of the newspaper. Posters were also put up at strategic locations around the village.

3.1.6. The public exhibition was held on Friday 14th March 2014 between 14:00-20:00 and Saturday 15th March 2014 between 09:00-14:00 at Easton Village Hall. 434 attendees were recorded over the two-day period, with good in-depth discussions held with the project team representatives. During the period of consultation it was evident that many of the local people were aware that this form of development was proposed in Easton, with most acknowledging that they were aware the site was being allocated for future development. This was further evident in the feedback forms, with over 90% of questionnaire respondents stating they had been aware of the plans.



3.1.7. The consortium has received a total of 138 completed questionnaires, which were filled in during the exhibitions or sent to the team following the event, prior to the final receipt date of Sunday March 23rd 2014.

3.2. This document is a record of the consultation events and takes into consideration comments made in the completed questionnaires, as well as verbal points made during discussions on the day. The response on the whole was very positive, however there were several issues raised regarding highways, traffic, landscaping and utilities that were discussed and answered during the course of the exhibition.

- 3.3. A factual representation of the public consultation has now been collated and detailed under the headings below. The comments under each heading are listed in accordance with how often they appeared in the feedback; with the most frequently discussed topics occurring towards the top of each section.
- 3.4. Following this, further meetings have been held with interested (non-statutory) parties to inform and/or refine the consortium's application. These are listed as appendices.

4. Process

- 4.1. The project team has liaised with Easton Parish Council throughout the project development and consultation process. The project team also consulted South Norfolk Council on its proposed consultation process and agreed with them the statutory and non-statutory consultees.
- 4.2. It was agreed that every household in Easton Parish as well as identified key local stakeholders including bordering parish chairpersons and clerks should be informed at the earliest opportunity about the consultation.
- 4.3. To this end a project website was launched in December 2013 at www.eastondevelopment.co.uk. News of each new post to the site was emailed to the Chairs and Clerks of Easton Parish Council and its neighbours as well as to the district and county councillor and the local MP.
- 4.4. Advance notice of the date and location of the planned public exhibition was published in early February 2014 in 'Grapevine', the Easton parish magazine.
- 4.5. Two weeks before the event, invitation postcards were mailed to every household in Easton Parish. A Public Notice about the exhibitions was published in the Eastern Daily Press, with a news item also appearing in the editorial of the newspaper. Posters were also put up at strategic locations around the village.
- 4.6. The turnout of 434 attendees over the two days, with only one complaint by a postal respondent about lack of awareness of the exhibition, shows that the communication process was effective and inclusive.
- 4.7. The following is a summary of feedback received, with project-related team responses expressed during the consultation shown in *italics*.

5. Consultation Feedback

5.1. Highways and Access

- 5.1.1. It was suggested that due to queuing on the A47, traffic trying to get to the western part of the site will leave at Longwater and use Dereham Road/Marlingford Road to access the development, particularly between 16:00 and 18:00.
- *A study is underway by NCC in partnership with the Longwater Traffic Forum, Highways Agency and SNC which is examining the long term solutions for Longwater Interchange. This study has identified some solutions for the Easton/A47 roundabout which would address long term issues at this junction.*
 - *The Transport Assessment for the proposed Easton development will assess the need for any short term solutions at either Longwater Interchange or the A47/Easton junctions.*
- 5.1.2. It was evident among local people that the Longwater development's incomplete traffic plan has had an impact on the village of Easton and any development that could improve the traffic issues would be welcomed.
- *Short term improvements are in the pipeline for the Longwater junction with regards to Lodge Farm Phase 2 and Next Development. Norfolk County Council identify that the Next element will be delivered by April 2015, with the Lodge Farm element just after. It is proposed that by 2016 the Next scheme, signalisation of Longwater Interchange, signalised junction at the entrance of Lodge Farm Phase 2 and the dualling of the Dereham Road will be in place.*
 - *Norfolk County Council are working to identify a long term strategy for the Longwater interchange independent of the Easton development. The traffic growth associated with Easton development is being taken into account as part of the process.*
- 5.1.3. Some residents raised concerns about the difficulty of local vehicles trying to exit onto the Easton Roundabout due to speed of approaching traffic on main westbound A47.
- *Traffic calming measures will be looked into for the traffic travelling westbound on A47 to help reduce car speeds approaching the Easton A47 roundabout. Improvements to the A47 Easton roundabout will help improve the conditions for vehicles making it safer to exit the village from this roundabout.*
- 5.1.4. There are currently problems with traffic rat-running from the Watton Road through Colton, across the Easton Roundabout and up through Ringland.

- *There is little the proposed development can do to prevent this existing problem, although long term solutions being explored for the A47/Easton junction by the Longwater Forum include signalisation of the junction, which would provide a way to make it less attractive for traffic to rat-run along this route.*
- 5.1.5. There were also concerns raised about the location of the proposed access to the housing north of Dereham road being too close to the Bawburgh Road junction.
- *The proposed access will be moved east circa 60m from the existing Bawburgh Rd/. Dereham Rd junction.*
- 5.1.6. There was significant support received for entry features and traffic calming on the Dereham Road.
- *Noted. A pedestrian refuge is intended to be included on the Dereham Road frontage between the development lands.*
- 5.1.7. Some people mentioned that there are already traffic problems outside the school, which could be much worse with the development in place. Residents would like an idea of what methods would be put in place to combat this.
- *Noted – team will discuss with School as proposed Village Hall car parking is not for school usage*
 - *The new development promotes sustainable modes of transport especially walking and cycling, so we would hope that the car usage to the school would be minimal. However it is understood that some parents will drive to school, despite the sustainable mode provision. Potential methods to reduce traffic problems at the school could include;*
 - *Implementing a school ‘walking bus’ for the village*
 - *Staggering year groups for arrival and school departure*
 - *Increase pupil and parent awareness of the benefits of walking/cycling to school and highlighting the walking/cycling routes to school.*
 - *Fining cars parked on the ‘school keep clear’ road markings.*
- 5.1.8. There have been many complaints about Easton College traffic using Marlingford Road and even Bawburgh Road despite the Easton College Link Road. A ‘no right hand’ turn was mentioned to stop traffic heading north along Marlingford Road for traffic leaving Easton College and to encourage the use of Easton College Link Road.
- *Noted – for discussion with Easton College/Highways Authority*

- *The proposed staggered junction and new link road through the western land will reduce the attractiveness for traffic from the south to use Marlingford Road, but also provide a further alternative route for this traffic.*
- 5.1.9. Some residents were anxious that sufficient (off-road) parking is provided to prevent problems experienced at College Heights.
- *Noted – difference between past and current planning environments explained*
 - *See other parking response*
- 5.1.10. The existing bus services stop early in the evening making it impossible to get back from the hospital in the evening
- *With the new development, there will be a greater demand for the buses therefore a more commercially viable route for bus operators. Additional/extended services could be provided in the future. Discussion with Norfolk County Council and operators in due course.*
- 5.1.11. Similarly, no buses from village to Sainsbury's/Longwater which is a key destination for many residents
- *Potential to include Sainsbury's/Longwater within the new/extended bus route to serve the new development due to increase in demand due to the new development. Discussion with Norfolk County Council/operators.*
- 5.1.12. Some residents have suggested improved pedestrian and cycle facilities for the Easton roundabout and the Longwater Interchange.
- *There is a parish partnership scheme proposed that is going to be constructed, which is intended to be a Breedon gravel style trod path using existing kerbs at front and edgings at rear where possible. It will run from Easton to roughly the Premier Inn on the Show Ground side of the road although this still leaves the overbridge (over A47 and links to footways in Costessey) as a 'missing link'. Also the trod path has been rolled into the 2014/2015 financial year due to a change of the main contractor and some design issues.*
 - *A review of the walking routes to nearby schools will be undertaken as part of the Application and this route will be included within that. The aim of this review would be to identify any improvements which could be delivered to improve conditions.*
- 5.1.13. There are currently no bus services which terminate in Easton, so it is not clear how the route through the site would be used.

- *The route through the site will provide a possible alternative route for existing and future services. It is most likely that some routes would travel through the development and others would remain on the Dereham Road. Discussion with Norfolk County Council/operators.*
- 5.1.14. There are no services from the Park and Ride at the weekend; some residents would like this to be considered.
- *With the new development there is likely to be an increase in demand for the Costessey Park & Ride to be opened at the weekend for trips into Norwich and the Hospital. For discussion with Norfolk County Council.*
- 5.1.15. It was noted that there is a need to be able to accommodate full-sized articulated lorries travelling from the Easton Roundabout, past the church, to Colton Road
- *Noted.*
- 5.1.16. Traffic leaving the Park and Ride and heading west goes through the village (Dereham Road) to access the A47 rather than using Longwater.
- *There is no obvious reason why this would happen. With future improvements to the Longwater junction, this should encourage people to use the A47 to travel westbound. Also potential traffic calming measures along Dereham Road could deter people using Dereham Road.*
- 5.1.17. When the Norfolk Show is on, horse boxes enter by going down Bawburgh Road from Dereham Road and leave along Hall Road and across the farm track or along Marlingford Road. It was queried whether this was due to the ramps on the Easton College Link Road.
- *Discussion with the Show Ground to understand the travel routes and where they advise visitors to enter and exit the college.*
- 5.1.18. Some residents would like to know if there may be an impact on traffic conditions in Easton during events at Easton College or the showground.
- *These events will have no more impact than at present. When events are underway traffic management plans are implemented to deal with traffic movements. It is expected that this would continue.*
- 5.1.19. Some residents expressed worries about increases in traffic on Marlingford Road and Bawburgh Road which are already of poor standard.
- *Noted*
 - *The masterplan is being designed to minimise the need to use these roads.*

- *We will analyse the extent of the impacts of the development on the local highway to understand the impact of the development and if necessary mitigation measures will be identified.*
- *Local roads in Easton will require some improvements to enhance safety and connections for pedestrians and cyclists. Marlingford Road and Bawburgh Road will be assessed as part of this process.*
- *Junction modifications are proposed at Marlingford/Hall Road junction, along with an access onto Bawburgh Road, which will help improve the existing road standards.*

5.1.20. It was noted that College Heights currently suffers from residents parking on the footway, but South Norfolk Council say there is nothing they can do about this.

- *Sufficient parking will be provided for residents and visitors to alleviate this issue. In the new development we have assumed that for dwellings fronting the through road, parking will be provided on a drive/garage. For those dwellings not fronting the through route, we assume parking will be provided through a combination of driveways and courtyard parking.*
- *Parking lay-bys along the Type 2 route will be considered which would emphasise that parking on the road was prohibited. It would also provide additional parking spaces for visitors. This would help illustrate the point that parking on street will be designed out of the scheme so that buses will have a clear route.*

5.1.21. Cars parked alongside the Dereham Road beside the Industrial Estate were raised as a traffic hazard, especially at night.

- *If a trod path is provided from Easton to the Premier Inn, parking along Dereham Road would become restricted.*
- *Some residents expressed an interest in the proposed bus route and would like to see plans to put this into action quickly. However, there is also opposition to the proposed bus route from some residents who don't like the idea of a route through the new housing site and would like it to stay on Dereham Road. Discussion with Norfolk County Council/operators. It is most likely that the majority of existing routes along Dereham Road will remain, with additional/extended bus service to the new development.*

5.1.22. There were concerns over how the bus-only access will be controlled and managed.

- *This would be dealt with at detailed planning stage, but potential measures to control this bus-only access could be an automatic lowering bollard for bus access only or a road blocker. The control of the bus only access needs to allow easy access for pedestrian and cyclists.*
- 5.1.23. Some local people expressed concerns over paths leading to the woodland walk being affected and the impact of housing bordering the woodland.
- *Attendees were reassured that no existing woodland will be removed and that adequate spacing will be maintained between existing landscaping and new housing.*
 - *The pedestrian and cycle network allows for access to the woodland walk ensuring it is easily accessible from the existing village and new development.*
- 5.1.24. The path shown on the consultation boards to the west of College Heights and east of the school does not exist and the path from the Dereham Road to the A47 is shown too far to the east.
- *Noted*
 - *This has been updated on drawings/plans with correct routes.*
- 5.1.25. Some local people expressed an interest in methods for controlling parking on Type 2 roads.
- *See previous point on parking which should reduce the need to park on the road.*
- 5.1.26. A few residents put in a request for reducing the current 30mph speed limit around the school to 20mph.
- *This will be discussed with Norfolk County Council and the school; it could form part of the new junction layout at the Marlingford Rd/ Hall Rd junction.*
- 5.1.27. Some residents are concerned that there would be increased traffic noise on the A47 to the east of Easton Roundabout and are seeking enhanced noise mitigation.
- *The impact of the development on existing dwellings will be assessed through planning stage assessment and any need for mitigation as a result will be identified.*
- 5.1.28. Most residents are aware that there are ongoing discussions with NCC Highways, Highways Agency and SNC.

5.2. Landscaping and Views

- 5.2.1. It has been recognised by residents that the development is not purely housing and will include green spaces and play areas.

- 5.2.2. Some residents would like assurance that sufficient landscaping will be provided, partly due to insufficient landscaping provided at College Heights.
- *Discussions about conditions likely to be imposed on outline planning permission by SNC to ensure that benefits are delivered during the project to an agreed timeline*
- 5.2.3. There is a concern that residents will lose privacy and the new housing's windows will look into existing properties.
- *Reassurance that a) green space will be incorporated between existing and new housing plots and b) new houses will be located a reasonable distance (exceeding the minimum 'overlooking' distance) from the plot boundary*
- 5.2.4. Local people have expressed the opinion that garden boundaries need to be planted prior to construction to give confidence to residents.
- *Team agreed to consider this with the landowners*

5.3. Design and Layout

- 5.3.1. Over two thirds of residents completing questionnaires suggest that the development has been well thought out and not as invasive as first thought.
- 5.3.2. Many residents have expressed approval that the village will be modernised
- 5.3.3. Some respondents welcomed the proposal that new properties along the boundaries of Woodview Rd and Parkers Close would be of a similar scale to existing/adjacent properties
- 5.3.4. Although residents welcome the use of shrubs and trees for landscaping, many residents would like greenery kept to a height maximum of 6/8ft.
- *Each household adjoining the proposed site was invited by personal letter to discuss individual preferences for the 'green strip' so that landscaping consultants can identify a broad approach for each 'run' of adjacent housing*
- 5.3.5. Some residents are concerned that there are too many dwellings for the existing village to take and that it will no longer be a 'village', more like a town.
- *Team advised that numbers of housing were consistent with the proposed allocation by South Norfolk Council through the Local Development Plan*
- 5.3.6. Some residents are unconvinced the development will come forward as currently proposed.
- *There will be further opportunities for the residents to comment when detailed applications are made. We are proposing an outline application only giving a general overview of the development.*

5.3.7. There was a strong belief that a higher density of housing than proposed will be built.

- *There will be further opportunities for the residents to comment when detailed applications are made. We are proposing an outline application only giving a general overview of the development.*

5.3.8. A number of residents believe the showground is planning on moving out to pave the way for future development.

- *This has not been mentioned by the RNAA to any of the consortium team and it is our understanding that they intend to be long term occupiers in the area.*

5.3.9. A number of residents were worried about social housing with some under the impression that the development would comprise 50% social housing.

- *The Local Authority standard is for 33% social housing with a mixture of tenures. The actual % agreed will be determined through further discussion with the Local Authority to ensure the scheme is viable.*

5.3.10. There has been a request for 'character housing' and not just a 'copy-paste' estate.

- *There will be further opportunities for the residents to comment when detailed applications are made. We are proposing an outline application only giving a general overview of the development. The detail of individual houses and areas will only be known when the detailed applications are made.*

5.4. Utilities and Infrastructure

5.4.1. Many residents are extremely positive about the plans and welcome any additional utilities that the consortium can deliver for the village.

5.4.2. Some residents indicated that the local school facilities were already at capacity

- *Team assured attendees that discussions were under way with NCC and school about appropriate size of extension to suit enlarged village; phasing will also be agreed with school, NCC and SNC*

5.4.3. It was highlighted that many residents do not walk or cycle to school and that even providing good pedestrian and cycle connection will not encourage walking or cycling.

- *See previous comment on school parking.*
- *A Safer Routes to Schools initiative could be instigated as part of the Schools Travel Plan to tackle this issue as the school expands. CIL monies could potentially help support initiatives.*

5.4.4. The medical facilities for the village are on the Dereham Road on the far side of Longwater and there is currently no access by bus as all buses from the village go down the A47 rather than the Dereham Road. Also that the existing surgery does not have adequate capacity

- *The Project team will meet surgery representatives and assess capacity (subsequent to the consultation a meeting has been held with the Practice Manager who has informed the consortium team that the medical facility has capacity to cope with all the proposed allocated sites and housing numbers and will be reviewing their systems to ensure this provides a suitable facility for new and old residents alike.*
- *Bus services between Easton and the Dereham Road will be discussed with Norfolk County Council.*

5.4.5. Some residents believe that a GP and dentist in the expanded village will be more beneficial than a village hall.

5.4.6. Some local people expressed confusion over changing the Jubilee playground to green space.

- *Attendees were assured that the consultation would inform final proposals for the Jubilee Playing Field*

5.4.7. There were concerns by some local residents that the school will lose the 'village school' feel due to expansion.

5.4.8. There were questions from some residents about the timescale of the school development, with some consultees anxious that the infrastructure will not come till the end.

- *The timing for provision of the expanded school will be agreed through consultation with the Local Education Authority, Norfolk County Council. This timing is likely to be a condition on any planning consent received.*

5.5. Village Heart and Community Facilities

5.5.1. More than two thirds of the feedback forms think the village of Easton will benefit from a new 'heart'

5.5.2. Some of the allotment owners had concerns for the mature fruit trees in their allotments and the issue of compensation if they are uprooted.

- *The project team consider that some fruit trees could be moved successfully; it is also possible that the new allotments will be made available well in advance of the existing allotments being redeveloped*

5.5.3. The idea of a village shop was welcomed with many residents highlighting a need for this facility

- *Project team will assess interest of appropriate retailers or allow space for community shop in village hall and in addition will liaise with the Parish Council in respect of this facility.*

5.5.4. Residents would welcome a post office which opens more than twice a week.

- *The project team will liaise with the Parish Council in respect of this facility*

5.5.5. It was highlighted on several occasions that the village requires a more substantial and modernised village hall with parking.

- *This is proposed within the plans exhibited.*
- *In terms of parking the maximum parking provision for the village hall and shop must meet the Norfolk County Councils Parking Standards (2007).*

5.5.6. Some residents would appreciate a public house.

- *The project team will liaise with the Parish Council in respect of this possibility*

5.6. Miscellaneous

5.6.1. The necessity for new housing was understood by the majority of residents in Easton attending the exhibition.

5.6.2. Residents living at the western end of the village, north of Dereham Road, suffer issues with sewage backing up and are concerned that nothing will be done to alleviate this problem.

- *This is an Anglian Water responsibility and should be reported directly to them if problems arise. Looking at the asset plans, it appears that this area discharges to the pumping station at the end of Woodview Road cul-de-sac. Possible problems could be down to the response times for Anglian Water to attend the pumping station if there are issues with the pumps.*
- *Anglian Water will carry out a more detailed impact assessment as part of the detailed application which is likely to look at all problems across the network. However, if issues of foul flooding have not been reported previously then it is unlikely these will be picked up in the assessment.*

5.6.3. Many local people stated that the broadband service needed to be improved but Norfolk's focus is on improving rural services and they define Easton as Norwich fringe and not rural. Further questions were raised over whether broadband could be delivered for existing residents at no additional cost if the proposed development has access to broadband.

- *BT's commercial rollout has already provided Fibre to the Cabinet for some properties in Easton, further coverage will be provided via Better Broadband for Norfolk. Easton is included within the Norfolk Broadband growth plans, which includes Fibre Optic cable supply. We are working with BT to ensure the Consortium's development is included within these area enhancement proposals.*
- 5.6.4. Some residents raised questions over the lack of gas supply to existing houses in the village and whether these properties will have access to supplies if they are put in place for the new houses. The gas utility has already offered it to existing residents if they agree to pay for a supply to be put in but at a very high price.
- *Properties need to be within 23m of an existing main in order to be eligible for a gas connection. Unless new mains for the proposed development are laid within this distance from existing properties then it is unlikely that existing property owners will be able to get connected. There will also be a connection charge for those that are able to get connected. Discussions with the gas suppliers will continue through the planning process.*
- 5.6.5. It was suggested that the area is prone to sinkholes and many houses have had structural issues.
- *The British Geological Survey database of ground hazards was interrogated as part of the Envirocheck report received for preparation of our Desk Study Report. Ground Dissolution Stability Hazards are classified as "No Hazard" and Collapsible Ground Stability Hazards are classified as "Very Low" Risk. Man-made factors such as drainage can exacerbate these problems. In our Desk Study Report, the chalk is at significant depth in the area of the site which means dissolution problems are unlikely.*
- 5.6.6. The foot and mouth burial site was raised as an issue with concerns over how contamination will be addressed to bring forward the Village Green.
- *As understood, the foot and mouth burial is not going to be disturbed. Contamination of groundwater and generation of ground gas are likely to be the biggest issues but preliminary indications from the ground investigation are that groundwater is not shallow and as such it should not be an issue. Ground gas is unlikely to present an issue if we are not disturbing the site.*
 - *We are considering the area as part of the Ground Investigation and contamination studies underway for the application.*

5.6.7. Some people had concerns that bringing more residents to the village would increase crime rates.

- *Local police participate in Parish Council meetings so are both non-statutory and statutory consultees and will be kept informed as the application detail evolves*
- *The team is in dialogue with the Architectural Police Liaison Officers to follow 'Secure by Design' principles and therefore to 'design out' crime where possible*

6. Conclusion

6.1.1. This document summarises the completed questionnaires and the feedback received verbally at the public exhibitions, and distils issues for consideration by the project team.

6.1.2. The turnout of 434 attendees over the two days, with only one complaint by a postal respondent about lack of awareness of the exhibition, shows that the communication process was effective and inclusive.

6.1.3. The overall response was extremely positive, with more than two thirds of the responses received being broadly supportive of the proposals or neutral. Furthermore, more than 90% of questionnaire respondents stated they had been aware of the plans.

6.1.4. Features welcomed by respondents included the extent of landscaping and green spaces across the proposed development. The proposed housing densities were recognised as being in keeping with the existing village housing.

6.1.5. One comment overheard typifies many responses – “It’s much better than I thought it might be”.

6.1.6. Residents whose properties adjoin the proposed site appreciated the invitation to have one-on-one discussions with the project team’s landscape architects about options for the green spaces between existing and new properties.

6.1.7. Of the issues raised, the most prevalent comprise traffic issues, and also the pressures the additional housing, and therefore residents, will put on village parking and facilities, including the local school and medical facilities. Other issues voiced to a lesser extent include the plans for allotment relocation, as well as the sheer size of the project turning the village into a town.

6.1.8. In addition to these points, the majority of other feedback comprises observations from residents and suggestions of what they would like to see happen as part of the master plan. Recurring requests include cycle paths, improved bus routes, a shop and a post office.

7. Actions For Masterplan

7.1. Masterplan changes made as a result of consultation

- 7.1.1. Minor tweaks to proposed properties and their distances to existing dwellings along Woodview Rd
- 7.1.2. Suggestion of a mixture single storey/chalet bungalows backing onto Woodview Rd and Parker's Close
- 7.1.3. Pedestrian crossing point along Dereham Road (east side)
- 7.1.4. Refinement of village centre to provide larger shop and larger extension to St Peter's School
- 7.1.5. The addition of lay-by parking along spine road (especially near school) to deter on-street parking (along with a wider parking strategy explained in the DAS)
- 7.1.6. Junction to the North of Dereham Road close to Bawburgh Road will be moved as discussed (do not mention this until land deal has been agreed)

7.2. Details to be explained in DAS

- 7.2.1. Highways vehicular/pedestrian cycle movement to be explained (pedestrian/cycle route to college, connectivity to village centre, deter rat running, bus route etc.)
- 7.2.2. Parking strategy to be explained- to deter parking on main spine road and ensure use of garages and parking spaces (i.e. minimum width for garage sizes to encourage use, car parking closely associated to dwelling, on plot parking etc.)
- 7.2.3. Woodland protection to be explained
- 7.2.4. Parameters plan to be providing indicating height of dwellings (relationship to existing)
- 7.2.5. Area around the church to be explained/ sketched in greater detail (measures to deter travellers)

- 7.2.6. Will explain principle of scheme to deter crime and meetings held with Crime Prevention Officers
- 7.2.7. The DAS will explain the principles of design character framework - focal points, feature spaces etc. to create distinct character. Detailed design of dwellings will be reserved matters

8. Appendix A – Additional meetings

8.1. Meeting with Marlingford & Colton Parish Council – 10 June 2014

The Council contacted the consortium raising concerns over light pollution from street lighting, access for their residents to the A47 and the potential for increased flooding in the Parish due to run-off from the Easton development.

Representatives from the project team attended an open meeting of the Parish Council on 10 June 2014 and presented the project using the display boards from the public consultation. The specific queries were addressed, showing how the project would not impair access to the A47, how the risk of flooding would be mitigated and whether or not street lighting in the new development could cause light pollution.

In the ensuing open Q&A session, Cllr Margaret Dewsbury raised concerns over safety around the school at the beginning and end of the school day.

8.2. Meeting with Cllr Margaret Dewsbury, St Peters School and Norfolk Education – 14 July 2014

Representatives from the project team attended a meeting at St Peters School on 14 July 2014. Other attendees were Cllr Dewsbury, Jane Blackwell (Asset Planning Manager, Norfolk County Council) and from St Peters School, Mary Blathwait (Chair of Governors) and Christine Livings (Head Teacher).

The attendees were briefed on the project team's proposals.

Discussion focussed on access to the School, how it might be enlarged and how more parking might be provided.

The project team agreed to look at consolidating the provision of lay-bys within the residential site to help ease parking at busy times.

The School understood that it would be within their power to address onsite parking, set down facilities, and access arrangements at detailed application stage for the proposed school expansion.

Jane Blackwell agreed to bring forward discussions about the expansion of St Peters School.

9. Appendix B – Public exhibition boards

Information boards displayed at public exhibition

WELCOME

EASTON VILLAGE GROWTH LOCATION



© Copyright Action Cable and licensed for reuse under a Creative Commons Licence

This exhibition shows, on behalf of the landowners, our proposals for a 'master plan' for development at Easton village.

Team representatives will be happy to answer your questions.

We are keen to receive any comments and thoughts that you have on these proposals.

Please take time to fill in the questionnaire and return it to us as soon as possible.



Landowners Consortium



Easton&OtleyCollege

THE CHURCH
OF ENGLAND
Diocese of Norwich

THE RAMPTON
PROPERTY TRUST

Design Team

Feilden Mawson
Feilden Mawson LLP
Architect

AECOM
AECOM
Transport/Water/
Environment/
Energy/Cost

tribe
Tribe PR

BUILDING
PARTNERSHIPS
Building Partnerships
Development Land
Project Manager

sheilsflynn
Sheils Flynn
Landscape Architect

Boyer
Boyer Planning
Planning
Consultant

savills
Savills
Land Agent

amec
Amec
Ecological
Consultant

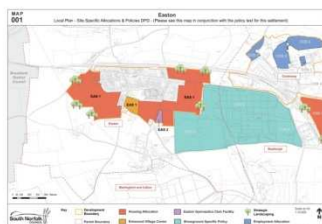
BACKGROUND

EASTON VILLAGE GROWTH LOCATION

The Greater Norwich Development Partnership has identified Easton as a "Growth Location" in their Adopted Joint Core Strategy.

South Norfolk District Council is currently working on its Site Specific Allocations and Policies Document which has identified land to the south and east of Easton for approximately 900 dwellings, a new village centre, and associated infrastructure. It is anticipated that this document will be adopted by the end of 2014.

A Master Plan for the Easton Village Growth Location is being prepared in accordance with these emerging policies. These will all form material planning considerations in the determination of any future planning application for the site.



MASTERPLAN

EASTON VILLAGE GROWTH LOCATION



- Restore village centre and create a new heart
- Provide enhanced community facilities
- Improve village 'gateways' to create a sense of arrival
- Potential expansion of village school
- Improve access to Easton College sports facilities
- Integrate existing and proposed landscaping, woodlands and plantations
- Increase number of children's play areas around village
- Improve the setting of St Peter's church

LANDSCAPE

EASTON VILLAGE GROWTH LOCATION



Meadows

- The landscape strategy aims to create a new and positive landscape setting for the village as a whole.
- New open spaces and village green to improve the amount and location of open space for play and recreation
- Enhanced pedestrian routes to link within the village, to Easton College, and the wider countryside
- New and retained woodland planting to improve visual connections between the village and its landscape setting
- New housing will face open spaces, incorporate extensive tree planting and enhance views to and from the surrounding countryside

THE VILLAGE HEART

The proposed village green is located to be the new heart of the village and to be a spacious and attractive setting for formal and informal events.

Important facilities are located around the green linked by a network of paths and cycleways to ensure this is a lively space all year round:

- north of the green is school expansion space to meet the needs of the larger village
- a new village hall is shown fronting Marlingford Road with ample parking to become a social focus for the village
- new play areas for all ages are located around the scheme
- a new village pond, as part of the drainage strategy, will be a haven for wildlife



Indicative village green



EASTON VILLAGE GROWTH LOCATION

ACCESS AND CONNECTIVITY

EASTON VILLAGE GROWTH LOCATION



- Access to existing Village, Church, Easton College, Norfolk Showground and Costessey Park and Ride
- Providing a pedestrian & cycle network through the site enhancing the existing routes

- Ensuring the site is fully accessible to buses to facilitate future improvements to services in the area
- Consideration of existing issues – A47 access junction, poor quality country roads

- Sufficient off street parking to be provided on site for development needs

Legend

- Existing pedestrian and cycle network external to site
- Pedestrian and cycle network through the development site
- Enhanced pedestrian / cycle provision
- Vehicular access to development site
- Vehicular access to Village Hall
- Existing public transport routes
- Potential bus route through the development site
- Suggested bus stop locations through development site
- Existing bus stops

SITE SERVICING – DRAINAGE AND UTILITIES

EASTON VILLAGE GROWTH LOCATION

Surface Water Drainage

Sustainable Urban Drainage Systems (SUDS) will be used to reduce, slow down and store rainwater runoff, mimicking the existing site drainage and integrated into the landscape design. Features are likely to include:

- Bio-Retention or rain gardens to collect rainwater from hard paved areas
- Attenuation Basin used for infiltration to allow rainwater to soak back into the ground
- Permeable Paving for areas of parking or driveways
- Swales – shallow grassed ditches which act as channels for rainwater



Roadside Drainage Swales



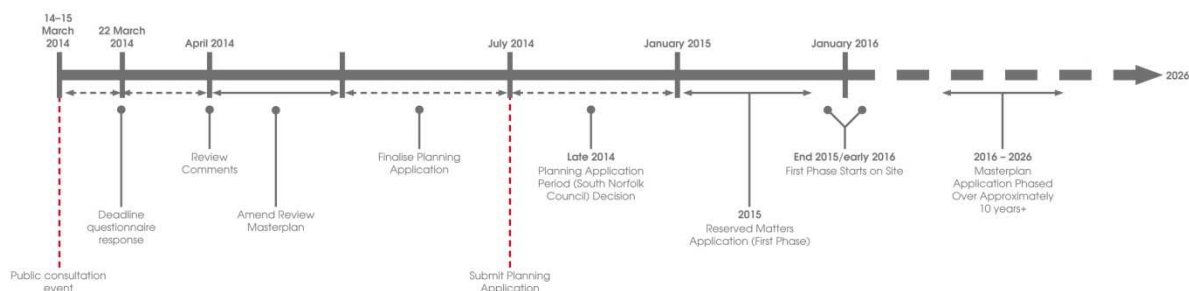
Drainage Attenuation

Utilities

- Electricity Supply – a high voltage connection is in Dereham Road. Further connections will be via sub-stations across the development providing supply to all buildings.
- Gas Supply – a low pressure gas connection is in Dereham Road. Reinforcement from the intermediate pressure main in the A47 will be sought to enhance the supply for the development.
- Water Supply – Anglian Water have confirmed sufficient capacity in the existing water mains to supply the development.
- Telecommunications Supply – Easton is included within the Norfolk Broadband growth plans which includes Fibre Optic cable supply. We are working with British Telecom to ensure the development is included within these area enhancement proposals.
- Wastewater – the proposed development will be served by the nearby treatment works. Anglian Water is undertaking a capacity study to clarify any enhancements required to serve the development.

TIMETABLE

EASTON VILLAGE GROWTH LOCATION



Indicative images



Eastern gateway – dwellings to be positioned to create a sense of arrival



New development connects St Peter's church to the village



Village greens create character and a sense of place within the new development

Actions

Please complete the questionnaire and hand it in before you leave, or return it to us by post or email by **Saturday 22 March**

Post to: **Easton Project, c/o Tribe, The Grange, 62 Spixworth Road, Norwich NR6 7NRF**

Email: easton@tribepr.com

The questionnaire and copies of these display boards can be viewed or downloaded at www.eastondevelopment.co.uk

For any further queries please contact **Patrick Peal** on **01603 417722**

10. Appendix C - Questionnaire

Questionnaire provided at public exhibition

QUESTIONNAIRE

EASTON DEVELOPMENT

Easton Growth Location

Thank you for considering the proposals at the public exhibition. Responses on this questionnaire will be taken into consideration by the project team before the proposals are finalised. The data will not be used for any other purposes. We will only contact you if you have asked us to keep you informed.

1

This site is identified by South Norfolk Council to be allocated approximately 900 homes – were you aware of this?

☐ YES

☐ NO

2

What are your views on the overall approach to the scheme?

3

Do you think the proposed enhancements to the village's community facilities, including the new 'heart' of the village, will benefit Easton?

☐ YES

☐ NO

4

Please note any existing issues that we haven't already noted or considered.

QUESTIONNAIRE

EASTON DEVELOPMENT

Easton Growth Location

5

Any other comments?

6

Name _____

Address _____

Post code _____

Email _____

Telephone _____

Please keep me informed ☐

Please complete this questionnaire and hand it in before you leave,
or return it to us by post or email by **Saturday 22 March**

Post to: **Easton Project, c/o Tribe, The Grange, 62 Spixworth Road, Norwich NR6 7NRF**

Email: **easton@tribepr.com**

The questionnaire, copies of these display boards and other information
can be viewed at **www.eastondevelopment.co.uk**

For any further queries please contact **Patrick Peal** on **01603 417722**

11. Appendix D - Overview of responses

11.1. *Feedback forms from exhibitions*

- Total = 138
- Positive - 57 + 15 posted = 72
- Negative – 38 + 11 posted = 49
- Neutral/undecided – 14 + 3 posted = 17

11.2. *Recurring themes*

- Rat runs and all-day parking through Ringland Lane
- All-day parking in Easton instead of using the park & ride
- Poor broadband, poor mobile signal (Vodafone – EE seems to be good)
- Traffic at Longwater
- Opposition to the amount of development which was being proposed - too large for the village
- Traffic congestion and access onto the bypass caused by the amount of development proposed
- Problems with getting appointments at the Doctors' Surgery at Roundwell
- Promises not being adhered to later on, such as trees (this relates back to College Heights)
- Capacity at the school – there appears to be an existing problem
- Support for a village shop
- The new village hall should be a social space for people to meet
- Allotments – problem of moving of mature plants

11.3. *Comments or 'wants' from positive*

- Would like a pub
- Would like a post office
- Longwater junction needs to be considered
- Schools are at capacity – can this be addressed first?
- Road safety for new amenities – pedestrian crossings etc.
- Would like a shop

- Would appreciate a doctors' and/or dentist surgery
- Access roads
- Parking – schools, amenities
- Green space
- Broadband and mobile signal
- Showground parking and traffic
- Dereham road traffic
- Gas supply?
- Bus service
- Village hall
- Cycle path
- Loss of light/privacy in existing properties
- Proper pavements and roads

11.4. *Comments or 'wants' from neutral/undecided*

- Visual impact
- Sink holes
- Black death (there is a burial site nearby)
- Sewage capacity
- Broadband
- Healthcare services
- Traffic and road safety
- Number of cars and parking

11.5. *Comments or 'wants' from negative*

- Empty promises (having seen a nearby village's plans brought to a halt when the investors went bust)
- Cars
- Pollution
- Traffic, road safety and noise
- Walkway to Longwater

- Crime rate
- Doctors' wait at the moment is four weeks
- Too many houses – will there be a variety of properties
- Roads and amenities need to go ahead first to cope with the construction traffic
- Ruined views and pollution
- Privacy
- Don't want to be a town or to join with Norwich
- Character housing, not just a 'copy-paste' estate

12. Appendix E – Minutes of pre-application meetings noted in section 2

12.1. 13.647, South Norfolk Council Offices, 24/02/2013, 10.00am

Attending:	Jo Hobbs	South Norfolk Council
	Simon Marjoram	South Norfolk Council
	Chris Watts	South Norfolk Council
	Kevin Cooper	Building Partnerships Ltd
	David Drew	Feilden+Mawson LLP
	James Bailey	Boyer Planning
	Chris Nix	Easton College

Minutes	Action by	Date
<p>1. Policy Background</p> <p>1.1 SM set out that the Site Allocations Document is progressing, and that only a few comments have been received in relation to the site at Easton.</p> <p>1.2 1x local resident objection.</p> <p>1.3 Sport England has commented in relation to the standards they would require for the gym club site.</p> <p>1.4 Norfolk Geodiversity in relation to what might be found on our land adjacent to the former quarry site.</p> <p>1.5 SNC confirmed they are only proposing minimal changes, and nothing in relation to the Easton site allocation.</p> <p>1.6 The current timetable is that the Site Allocations, DM Policies, and Wymondham Plan will be discussed with SNC Members in late March, more likely early April. These documents will then be submitted to the Planning Inspectorate one month afterwards. An Examination will be dependent on PINs, but it is hoped it will be held in summer 2014.</p> <p>1.7 CIL is being heard at Committee on 24.02.2014, with the intention of being adopted by the Council at the end of April.</p> <p>1.8 The price of £75 per sq m was discussed and confirmed, which will be applicable to applications determined after May 2014, such as the Easton application.</p>	KC / JH / CW	

2 The Masterplan

- 2.1 DD introduced the site, starting with the red line plan of the site. The evolution of the design layout was then set out, up to the current Master Plan position.
- 2.2 The on-going highways discussions were set out.
- 2.3 In relation to education, the potential expansion of the primary school has been initially discussed with Jan Blackwell (NCC), but it is proving difficult to progress further. It was suggested that SNC, via JH, would be able to assist with discussions if necessary. NB subsequent to the meeting KC has made contact and JB has undertaken to respond by 28 February.
- 2.4 The importance of heritage assets was discussed, and that options for incorporating the church are being considered in the 'Visual Landscape Assessment'.
- 2.5 The gross development density is approximately 23 d/h, although the density for the actual developable areas of the site is in the region of 30d/h. It was noted that the site will not be 30 d/h throughout, but have a mixture of higher and lower areas.
- 2.6 It was discussed that boundary treatments with the approx. 55 residents will be an important consideration of the design process. The existing properties along these boundaries have a mixture of bungalows, chalet-bungalows, and houses. A '5-10m zone' to the rear of these dwellings is being proposed, which could have a mixture of strategies, such as low level planting, high level planting, or grass. This will be discussed with the neighbours in 'one-to-one' meetings at the public exhibitions.

KC / Tribe

3 Public Consultation Event

- 3.1 KC updated on the wider engagement and consultation that has taken place to-date.
- 3.2 KC then outlined the arrangements for the public consultation event that is taking place on Friday 14th and Saturday 15th March.
- 3.3 A website was launched in late 2013, which carries updates on the project and announced in

	January the dates of the public exhibition. Stakeholders, including the local MP, the District Councillor, and Clerks of adjoining Parishes, are informed by email of updates on the website.		
3.4	A public notice is booked to appear in the Eastern Daily Press two weeks before the event. A postcard is being distributed to every house in the parish, also two weeks before the event. Posters will also be placed in prominent local sites with the assistance of the Parish Council.	KC	
3.5	A letter to key stakeholders, including SNC, will be sent out inviting them to a specific session prior to the consultation event being opened to the general public.	JB	
3.6	A specific meeting with Easton Parish Council is taking place on 11 th March 2014, in advance of the exhibition.		
3.7	A specific letter to those residents adjoining the boundaries with the development site will be sent out before the consultation, asking residents to consider different options regarding this sensitive area.	JH	
3.8	The adjoining Parish Council's will be invited to the consultation event, and it was recommended that the Gym Club, and the developers for the 'Food Hub' are also to be invited.		
3.9	Easton College have looked at possible student involvement in the consultation, but it is unlikely that it will fit within any current courses offered by the College.	KC / Tribe	
3.10	Presentation boards and questionnaires will be involved in the consultation event.	JB	
3.11	KC to send SNC a 'consultation pack' setting out the information to be used and distributed.		
4	Planning		
4.1	Material and surveys for the planning application is already underway, including ecology / bat / reptiles / air / noise / minerals / viability.		
4.2	It was agreed that the draft Heritage Assessment will be sent to SNC (JH / CW). Boyer Planning to liaise with Ken Hamilton (NCC Archaeology).		
4.3	Affordable housing discussions between SNC, Easton College, and Saffron along with		

	independent consultants have started.		
4.4	JH confirmed that a draft response to the EIA Scoping Opinion (submitted 20 th Dec 2013) has been started. This should be sent to JB by the end of the week (28.02).		
4.5	In relation to the 'cumulative effects' section of the Environmental Statement, it was agreed that the surrounding allocations should be taken into account. It should also look to consider the 600+ on-going houses at the Queens Hills site.		
4.6	It was agreed that the potential 'food hub' site should be referred to in the context of the 'cumulative effects' section, but should not be considered in further detail because its wide range of potential uses mean it is difficult to assess. With nothing substantive at present, there is little planning weight to the site.		
4.7	JB to supply draft ES text wording in due course.		
5	Timetables		
5.1	It was confirmed that an application is being prepared for submission in summer 2014.		
5.2	It was suggested that a further meeting is organised with SNC once an analysis has been undertaken of any consultation responses received.		
5.3	Possible meeting end March / early April (tbc).		

12.2. 13.647, South Norfolk Council Offices, 26/03/2013, 10.00am

Attending:	Jo Hobbs (JH)	South Norfolk Council
	Chris Watts (CW)	South Norfolk Council
	David Edlestone (DE)	South Norfolk Council
	Kevin Cooper (KC)	Building Partnerships Ltd
	David Drew (DD)	Feilden+Mawson LLP
	Emily Barnston (EB)	Feilden+Mawson LLP
	Bevin Carey (BC)	AECOM
	James Bailey (JB)	Boyer Planning
	Stuart Willsher (SW)	Boyer Planning

Minutes		Action by	Date
1	The Masterplan		
1.1	Neither DE nor CW had any specific comments to make on the current masterplan at this stage.		
1.2	Design codes and parameters were discussed. Ideally, CW would like to see these as a separate, stand-alone 'Master Plan' document that could form the basis of ongoing design principles under the reserved matters applications.		
1.3	Issues to consider will include how each different phase of development connects with each other. Each phase will need to link with each other so that the whole scheme is properly integrated and will have a visual continuity throughout.		
1.4	This could include boundary treatments, materials, layouts etc, which should be set out as parameter plans.		
1.5	The Master Plan document will need to include connectivity routes – pedestrian/cycle/road network to ensure each phase is properly integrated. The document will also need to make reference to infrastructure requirements.	KC	
1.6	CW confirmed that the document will end up almost like a stand-alone development brief.		
1.7	KC and DD raised a potential issue regarding the		

	landscape buffer to the south west of the site being positioned underneath electricity pylons. JH advised to check with landowners regarding wayleave rights.	
1.8	JH asked KC why land to the south east of the site, adjacent to the gym club, had been taken off of the red line boundary. KC advised that this was because this part of the site is still being used by Easton College and will help to provide a visual buffer. KC also advised that Easton College have longer term aspirations for this land – pigs, dairy farm etc.	
1.9	KC also advised JH that the parish land could still be excluded from the application if a deal could not be agreed with the parish council.	
2	Consultation Event	
2.1	JB and KC outlined to SNC the consultation event. 500 people attended with the majority being accepting of the proposals. More feedback received was positive, than negative.	BC
2.2	The main points raised were relating to highways, parking, trigger points and community facilities.	
2.3	JH confirmed that she was happy with the attendance and pleased event went well.	
3	Environmental Statement	
3.1	JH confirmed that the scoping report has been drafted and should be issued by the end of next week. JH just needs to liaise with Transport as their response was very brief and did not raise various issues which she believes should be addressed.	
3.2	BC confirmed that she has forwarded a separate note to highways which she will forward on to JH.	
3.3	JH confirmed that she has not had a response from the NHS. She will give this some further thought but is happy that the existing surgery was planned for future growth in the area and has sufficient capacity to accommodate the proposed development. As such, no need for a new surgery in Easton. She will however discuss the likely contributions regarding healthcare with the County Council.	JH

3.4	JH also confirmed that she was happy with the cumulative impacts suggested.		
4	Transport		
4.1	BC explained to JH the requirements suggested by the County Council in relation to transport. They have specifically suggested a bridge to be built over the A47 to improve links to Costessey High School.		
4.2	However, BC explained that this would not improve the current situation and would likely only be used by a small fraction of the existing village, with the rest still requiring a bus service.	SW	
4.3	Furthermore, the County Council do not have a specific scheme for the bridge currently and suggested schemes include the bridge landing in the retail park car park which is unlikely to be viable.		
4.4	JH will raise this with the County Council, and agreed that the bridge will need to be paid for out of CIL contributions.		
5	Heritage		
5.1	SW and EB discussed with DE the design principles of the masterplan layout in relation to the Church of St Peter. SW also provide JH and DE with a copy of English Heritage's comments.	JH	
5.2	DE agreed with English Heritage's comments in that the heritage statement needs to be revised to following EH guidance on the setting of heritage assets. The Statement also needs to refer to Policy 1 of the JCS and the South Norfolk Place Making Guide.	JH	
5.3	The statement should also set out design principles for the land in front of the church (which should tie in with the overall design codes prepared by Fielden & Mawson).	KC	
5.4	DE explained that the statement needs to set out more detail and definition of the existing of the setting of the Church of St Peter. DE explained that the next stage will be to make the amendments suggested by EH then look to arrange a meeting with	ALL	

	EH, DE, SW and DD.		
5.5	DE requested to be informed of all discussions with EH.	SW/JH	
6	CIL		
6.1	JH confirmed that the CIL schedule SW sent seems to be correct but will be inviting County Council to next meeting to confirm.		
6.2	In relation to trigger points, she confirmed that we should speak with Steven Faulkner and Jane Blackwell at County regarding when the school extension would be required, as this will be dependent on phasing, numbers etc.		
6.3	In relation to the village heart, JH suggested that this come forward at the same time as adjacent housing to ensure it is properly integrated with village – though accepted that this is dependent on viability, money generated by sale of first phases etc. JH requested to see copy of viability assessment when ready so this could be given more thought.		
6.4	With regard to the size of the village hall, JH confirmed that Council has no specific policy relating to sizes, suggested that the size of the building will rest on what the Parish Council want and funding available. JH will however look at comparable parish halls which have recently been granted permission and let us know their sizes.		
6.5	Shop – JH accepted that this is subject to commercial viability but this should be built at the same time as the village hall. KC will initiate discussions with commercial retailers to see if they would be interested in a shop of this size.		
6.6	Thoughts then turned to the idea of having flexible space within the village hall/commercial building which could be used as a shop, doctors surgery, dentists on various, different days. Village hall could also be used as a village shop serving essential items such as bread, milk, papers etc.		
6.7	Team to give this further consideration, potentially approach Roundwell surgery to see if they would be		

	interesting in renting such a room.		
7	Next Meeting		
7.1	Next meeting to be arranged week commencing 21 st April or, as more likely, 28 th April. JH to invite County Council to meeting to discuss infrastructure requirements and trigger points.		
8	AOB		
8.1	JH confirmed that she will be replaced as the Case Officer in the next month or so by a new Senior Planner whom South Norfolk is in the process of employing.		

12.3. 13.647, South Norfolk Council Offices, 01/05/2013, 11.00am

Attendees:	Jo Hobbs (JH)	South Norfolk Council
	Chris Raine (CR)	South Norfolk Council
	Ian Lambert (IL)	South Norfolk Council
	Liz Poole (LP)	Norfolk County Council Highways
	Jane Blackwell (JB)	Norfolk County Council Children's Services
	David Higgins (DH)	Norfolk County Council Highways
	Kevin Cooper (KC)	Building Partnerships Ltd
	Emily Barnston (EB)	Feilden+Mawson LLP
	Bevin Carey (BC)	AECOM
	Stuart Willsher (SW)	Boyer Planning

Minutes		Action by	Date
9	Highways		
9.1	LP explained that NCC would want the delivery of the pedestrian and cycle links as direct mitigation, and this could be secured either by condition or by s106. It was confirmed that it is not appropriate for it to be a contribution and that the links need to be delivered.		
9.2	Discussion was had between the parties as to whether the bridge could be paid out of a CIL contribution. JH suggested that it was her belief that the pedestrian and cycle links required were not covered by CIL, but she would look into it.. SW to also investigate this matter.	JH/SW	
9.3	Discussions were had between the parties on the impact of the cost of the bridge on viability and whether the bridge would actually be feasible. BC queried whether future improvements to the Longwater junction could incorporate the appropriate pedestrian and cycle improvements required. AECOM are to undertake a review of the route to Costessey High School for pedestrians and cyclists with a view to identifying an appropriate mitigation strategy to address existing issues. BC queried whether future improvements to the Longwater junction could incorporate the appropriate pedestrian	BC	

	and cycle improvements required and another proposed bridge over the A47, which our development could contribute towards.		
9.4	NCC repeated that the Easton Village scheme needs to provide a solution to pedestrian/cycle access to Costessey over the A47. JH confirmed that she would need it evidenced if the bridge is or is not needed, and if it is or is not feasible.	LP/DH	
9.5	LP however confirmed that they would be arguing for the bridge to be provided as part of a S106 contribution – even if this means that there would be less/no monies being spent on other infrastructure projects. LP agreed to provide details of where NCC think the bridge could feasibly be provided to address the current issues.	KC	
9.6	JH confirmed that she would be happy to consider any requirements from the County for the footbridge as part of, and in consideration with any viability appraisals to be provided to her and in consideration with other demands for infrastructure.	JH	
9.7	Savills to be made aware of the issue outstanding for the viability appraisal.	EB/SW	
10	CIL & Trigger Points		
10.1	JH confirmed that CIL had been implemented as of 1 st May 2014.		
10.2	JH confirmed that by the next meeting, she would like to discuss affordable housing, public open space provision and ecology. By the next meeting, JH hopes to have full costs and lists of all CIL/S106 monies that SNC and NCC will be looking for.		
10.3	KC explained the current phasing rationale and why SNC and County Council's comments on 'trigger points' are required as this will feed into phasing plan. JH requested a copy of the phasing plan to discuss with Highways and to give 'trigger points' further thought.	JB	
11	Education		
11.1	KC explained to JB that 0.84ha is currently shown as being provided for the school extension, adjacent to		

	the village heart.		
11.2	JB confirmed that 800 homes would provide 200 children and that she is happy with the size of the land to be provided and its location.		
11.3	JB will provide JH details of when they would require the land, and when the extension would need to be built. However, she confirmed that the school was 'full' at the moment and that temporary buildings were being erected to provide additional floorspace.		
11.4	JB confirmed that she would be happy to negotiate the release of the land but suggested that it is likely that they will need the land, and extension to be built, 'very early' in the scheme.		
12	The Village Hall		
12.1	KC updated JH on the situation with the Parish Council.		
12.2	KC confirmed that he has held discussions with the Parish Council regarding the Village Hall and that they have confirmed that they are aware of the proposal for the scheme to provide a 300m ² village hall. KC also confirmed that the Parish Council would run the hall themselves. An appropriate area around the hall will be included within the scheme for the Parish Council to extend the hall as and when they would see fit.	JH/IL	
12.3	IL confirmed that his initial reaction regarding the size was that it seemed small, and both IL and JH made reference to the Cringleford Community Building, which is some 900m ² . SW explained that Cringleford had a larger existing population than the expected population of Easton. The report confirmed that villages of similar sizes to Easton had village halls of c.300m ² and this seemed accepted to JH and IL. IL indicated that the report was well researched.		
12.4	IL went on to state that he would only oppose the size of the village hall if the Parish Council were unhappy and were pleased that the Parish had been involved in the discussions. JH and IL will look to speak with the Parish Council directly for their		

	<p>comments and will provide further correspondence to the team as soon as possible. KC stated that the paper submitted to SNC considered other villages of similar sizes and that the conclusion was that c 300m² was an appropriate size. If the Parish requested a larger building they would have to justify this.</p>		
12.5	JH considers that the village hall should be delivered as soon as it is viable to do so but understood that this will be a viability and cash flow issue.		
13	Retail Store		
13.1	KC explained to JH that, contrary to initial expectations, there had been a lot of interest for a retail store, from several commercial operators, and that this was now being planned into the masterplan. JH was keen to understand the size of the store being planned for, which KC confirmed that the operators would like between 250m ² to 400m ² .		
13.2	EB explained the current thinking regarding the location of the store, which is being influenced by the need to provide suitable space for an extended school and village hall. It is currently the intention to provide the retail store to the south west of the village hall, which will be connected to the village heart by landscaping, design, access etc.		
13.3	The delivery of the retail store was touched upon, which the parties agreed would likely be determined by the operators and/or the overall phasing plans.	EB/SW	
13.4	JH confirmed that she is happy to see this approach being taken and would be interested to see any plans of the store, in relation to the overall masterplan, going forward.	SW	
14	The Gymnastics Club		
14.1	The issue of whether the outline application should include the gymnastics club within the redline boundary, as part of the application submission, was discussed.		
14.2	JH initially requested that the gymnastics club should be included within the redline boundary and that it		

	should be included within the application discussions.		
14.3	However, KC explained to JH that this piece of land was outside of our control and that The Easton Landowners Consortium are not acting on behalf of the gymnastics club. Furthermore, should Sport England begin to ask specific questions regarding the facility, we would not be able to answer these questions and that we would not wish for our application to be delayed because of this.		
14.4	SW raised the point that the site allocations document only requested for the gymnastics club to be included as part of the overall Easton masterplan and that this was our intended approach.		
14.5	JH confirmed that she would accept for the gymnastics facility to be outside of the redline boundary but reference to the gymnastics facility should be included on the masterplan and within the Design & Access Statement.		
14.6	It is suggested that a revised redline boundary plan be sent to JH for her confirmation of this approach.		
15	Environmental Statement		
15.1	JH clarified the reference to the Little Melton site which is referred to in the Scoping Opinion, which is an allocated site for 20 dwellings, which has recently received an additional application for a further 40 dwellings. Boyer Planning will add this to list of 'cumulative impacts' for the Environmental Statement.		
15.2	JH also clarified the reference to a number of Environmental Features, explaining that the list referred to in the Scoping Opinion was a 'catch all' exercise and accepted that many of these features would not be affected.		
16	AOB		
16.1	DH would like to see some sort of road feature to be provided on Dereham to act as a gateway, to change the character of Dereham Road and to encourage drivers to slow down upon entering the village – road		

	narrowing, roundabouts etc.		
16.2	EB explained that the current thinking is provide more landscaping along the road, and possible landscaped islands and pinched points. Resurfacing of the road could also be an option.		
16.3	DH explained that in terms of road surface, they will only accept black tarmac as the County simply cannot afford to repair and replace any other types of road surface. This will apply to other proposed surfaces along Marlingford Road.		
17	Next Meeting		
17.1	JH confirmed that the next meeting will include discussions on affordable housing, ecology and public open space. JH is on leave w/c 26 th May, but CR could lead the meeting if required. If not, meeting will be w/c 2 nd June.		

12.4. 13.647, South Norfolk Council Offices, 25/06/2014, 10.30am

Attendees:	Jo Hobbs (JH)	South Norfolk Council
	Chris Raine (CR)	South Norfolk Council
	Liz Poole (LP)	Norfolk County Council Highways
	Kevin Cooper (KC)	Building Partnerships Ltd
	David Drew (DD)	Feilden + Mawson LLP
	Bevin Carey (BC)	AECOM
	Stuart Willsher (SW)	Boyer Planning

Minutes	Action by	Date
18 The Masterplan		
18.1 KC updated the Council with the position regarding the Parish Land. We should have confirmation on Monday (30 th) if the Parish Land will be included within our application. At this stage, we are hopeful that it will be.		
18.2 DD explained the changes that we intend to make to the masterplan. These include changes to the access (pedestrian & highways) into Parcels 10 & 11, changes to accommodate the transco pipe, drainage pipe connectivity, shop and village hall, and changes to incorporate ecology mitigation.		
18.3 DD then explained the approach to densities. This involves a density of 30 dph in the centre of the village, around the village heart, which reduces outwards toward the countryside. The densities will therefore not be uniform, varying across each parcel to include significant features, landmarks, focal spaces etc.		
18.4 Full details of the densities will be provided in the Design and Access Statement and parameters plans.		
18.5 CR suggested detail to be provided within DAS, Parameters plan and landscape strategy to explain approach to rural edges.		
18.6 The red line boundary was discussed. It was reconfirmed that the gym club will be outside of the		

	redline boundary, but included within the masterplan (for example, shown as a block and carparking). Mitigation measures for ecology will also be outside of the redline. Highway land which is required for stopping up should be included within the redline boundary.		
19	Highways		
19.1	LP confirmed that stopping up orders are required for both the Marlingford Rd area and the area outside Easton Church. The Stopping Up Order applications will need to be submitted following achieving planning permission.	LP	
19.2	BC talked through the Walk to School Assessment following her meeting with LP earlier this week. BC explained that contrary to initial expectations, the most significant issue is crossing William Frost Way (road into the retail park). BC explained that a controlled crossing would address this issue.		
19.3	Modelling results currently suggest no need for capacity improvements at the Easton Roundabout on the A47 to serve the development needs. However we are proposing a right hand turn lane on the Dereham Road to improve safety as right turning movements increase. LP agreed to put the sketch of the proposals before the development team at the next opportunity.		
19.4	BC mentioned the food hub, only to say that our scheme would not hinder any possible food hub site. For example, where we are replacing part of Dereham Road outside of the Church, this will be replaced with a similar type road.		
19.5	KC confirmed that the Consortium will not accept implementing any measures, and spending any money, relating to the food hub. This was accepted by LP, CR and JH.		
19.6	The proposed provision of a bus gate as part of the development was discussed. The County position is against the provision of a bus gate, however there are sustainable design reasons why. Bevin talked through Bus Gates and the sustainability reasons as	BC	

	<p>to why these are acceptable. The facility will be designed to operate as a vehicular access in the short term, with the potential to operate as a bus gate in the long term. LP commented that a condition could be attached relating to relating to phasing of access arrangements.</p>		
19.7	<p>LP confirmed that the trod path on the southern side of Dereham Road is being built in September 2014 – it will be 1.5m/1.8mwide.</p>	LP	
19.8	<p>LP also confirmed that the only S106 requirement relating to Highways will be a Travel Plan. Everything else will be conditioned or S278 agreements.</p>		
19.9	<p>BC is to speak with Margaret Dewsbury regarding school transport issues.</p>		
19.10	<p>LP questioned whether access routes are going to be a reserved matter. LP will expect the link road through the development to be defined and would not want an individual development to change access/bus routes through village. Details such as these will be provided in Design & Access Statement and parameters plans, with SNC controlling linkages through later applications.</p>	LP	
19.11	<p>The design years used for the junction modelling at Longwater Interchange was discussed. This Interchange is under the control of NCC, with the exception of the on and off slips from the A47, as such in principal a design year of 2026 has been suggested. However the future base in 2026 is so significantly over capacity that the horizon is too long, in the absence of a long term broader solution. As such Liz Poole agreed to check was undertaken for the recent applications at Longwater and revert back with the preferred year of assessment.</p>		
19.12	<p>LP requested Safety Audits on all significant off site highway improvements – Kevin Allen at Norfolk County Council can undertake these.</p>	JH	
19.13	<p>LP is taking the Walking to School assessment and accompanying masterplans and Easton Roundabout design drawing to a Development Team (County Council) meeting on Monday (30th). A formal</p>		

	response on the assessment will be provided following this meeting.		
20	Affordable Housing		
20.1	JH confirmed that the starting point for affordable housing discussions will be 33%, with a 85:15 split, subject to viability.	JH/DD	
20.2	KC confirmed that our initial viability work shows that we would not be able to provide 33% affordable housing, and advised that he will be looking for Savills to start discussions with JH and CR shortly.		
20.3	JH confirmed that she would need to see evidence before the application is submitted to avoid any delays to application – council hoping to deal with application in 13 weeks.		
20.4	Discussion was held as to whether student accommodation can be included as affordable housing. Easton College possibly require a block/terrace of c.40 dwellings due to their expansion plans. JH confirmed that their typical approach is to not allow whole blocks/terraces of affordable housing but will take advice and respond to us.	JH/CR	
21	Phasing & Trigger Points		
21.1	LP questioned the size of the proposed phases (currently showing between 100 – 150 dwellings per phase). Would expect each phase to deliver 300 dwellings.	JH	
21.2	KC and SW confirmed size of each phase would be dictated by market and demand – phases could be linked.		
21.3	LP confirmed that a phase starting at western end of village would trigger Longwater improvements; a phase started at eastern end would trigger Easton roundabout improvements.		
21.4	JH confirmed that S106 agreements will need to refer to a phasing plan, and requested that a phasing plan be submitted with the application. Phasing plan will be used to relate to delivery of certain forms of infrastructure. JH to also give consideration to when other features such as allotments will be delivered.	DD CR	

	Phasing plan also needs to be numbered.		
22	The Village Heart		
22.1	CR confirmed that he had spoken with parish clerk regarding size of village hall. Parish Clerk had been asking for SNCs views on size of hall and their policies, which SNC do not have. Agreement reached that size of hall is appropriate, and that this will be delivered through S106 (provision of land) and CIL (provision of hall).	BC	
22.2	SW and KC explained location of retail store and how it will still connect with village heart. Store will be 300sqm. Size has been dictated by comments from operators. KC confirmed that interest has been received in the store from four operators. If the store is not delivered, the land will be used for housing.	BC	
22.3	The delivery of the retail unit will be triggered by the delivery of a certain amount of dwellings – SNC to give delivery timeframes some thought.	SW	
23	Ongoing Studies		
23.1	KC gave an update on ecology. Slowworms can be mitigated off site at Costessey Country Park, with a S106 contribution. JH confirmed that the Country Park is managed by SNC and JH to speak to Andy Jarvis at SNC and report back.	SW	
23.2	Newts will be relocated to the site as close as possible to the existing ponds. A request has been received for additional bat surveys which Mark Linsley will deal with. KC believes existing surveys are sufficient.	SW	
23.3	Landscaping – JH would like to receive existing constraints plans to understand how our scheme has responded to constraints – trees, hedges etc – before application is submitted. Also need to understand how existing landscaping features will be managed.		
23.4	Public Open Space – DD confirmed that POS will be provided as per Council policy, throughout the site. All POS responses to site constraints or existing features on site. CR to forward Play Space		

	standards to team (these aren't available on Council's website).		
23.5	Land Contamination & Air Quality – BC confirmed that these reports are currently being finalised and will take account of the issues raised at consultation. The team need to confirm that the ground investigations undertaken for the purposes of the minerals investigations are sufficient to cover requirements.		
23.6	Noise – Bevin's team to liaise with Environmental Protection regarding their comments Relating to assessing the Showground Events, as this does not seem a reasonable design case given the limited occurrences across a year. there is significant difficulty in capturing these events in a base case.		
23.7	Archaeology – SW gave update on archaeology – currently awaiting Magnetometer results but not anticipating a need for trial trenching.		
23.8	Heritage – SW liaising with Phillip Whitehead and English Heritage.		
24	Next Meeting		
24.1	It was agreed to meet on 22 nd July subject to room availability – CR to confirm.		
25	AOB		
25.1	SW to draft s106 Heads of Terms and distribute before next meeting.		
25.2	SW to forward a list of all application documentation.		

12.5. 13.647, South Norfolk Council Offices, 14/08/2014, 11.00am

Attendees:	Jo Hobbs (JH)	South Norfolk Council
	Chris Raine (CR)	South Norfolk Council
	Chris Nix (CN)	The Easton Landowners Consortium
	Kevin Cooper (KC)	Building Partnerships Ltd
	David Drew (DD)	Feilden + Mawson LLP
	Bevin Carey (BC)	AECOM
	Stuart Willsher (SW)	Boyer Planning

Minutes		Action by	Date
26	The Masterplan		
26.1	The Masterplan was discussed during more detailed discussions relating to the Parish Council land, Heads of Terms and ongoing studies.	DD	
26.2	JH advised that a 'blue line' will need to be drawn around the GCN mitigation areas on the site location plan and suggested it may be simpler for the 'blue line' to incorporate all additional land owned by the Consortium.	DD/SW	
26.3	A copy of the latest masterplan needs to be forwarded to JH/CR to aid the ongoing discussions in respect of various matters including S106/Heads of Terms, and phasing/trigger points.		
27	Parish Council Land		
27.1	KC provided an update to SNC on the current position regarding the Parish Council land. The Consortium are currently hopeful of agreeing a deal to allow for the application to be submitted in mid-September with the red line as currently shown, though there remains a possibility that a deal may not be agreed which would impact upon the application boundary and project timetable.		
27.2	This delay is currently impacting upon the project timetable as work is only being undertaken relating to non-Parish Council land. The project team though are moving forward on the assumption that the Parish Land will be included within the masterplan.		

	The Consortium will be resuming negotiations with the Parish Council next week.		
28	Highways & CIL		
28.1	BC updated SNC on highways and her meeting with Liz Poole (LP). LP has raised concerns with the 'Walk to School Assessment' and has suggested that S106 contributions will be sought for improvements to the Longwater Junction to improve safety for cyclists.	BC	
28.2	LP confirmed during the meeting that NCC has no funds nor an identified solution to address this issue.		
28.3	BC confirmed that the issue is with cyclists crossing William Frost Way and that there is a need for a controlled crossing, though this is an <u>existing</u> issue. One option for the junction to safely accommodate cyclist is for the bridge deck to be widened and the height of the parapet raised.		
28.4	BC is therefore proposing that AECOM will design a solution for this issue which will be costed and to be delivered using CIL funds and not S106 contributions, as the improvements represent 'Strategic Infrastructure'.	JH	
28.5	KC confirmed that this issue is an existing issue. Whilst accepting that the Growth Location will contribute to the issue, and that there will be S278 costs associated with our scheme, the issue will remain should the Growth Location not be delivered. Therefore, our proposed approach, to design a solution and for it to be CIL funded, is appropriate.	SW/BC	
28.6	BC requesting confirmation from JH and CR that any solution they design will be CIL funded before they commence work on the solution.	KC/SW/CN	
28.7	JH confirmed that she will discussed with her director as to whether it will be CIL or S106 and respond as soon as possible. CR confirmed that discussions regarding the solution to the issue can be ongoing during the progress of the application and that the scheme can be revised if needs be.	CR	
28.8	SW and BC to prepare a short paper setting out our	DD	

	case as to why the improvements to Longwater Junction should be CIL funded.	CR/JH	
29	S106 Contributions		
29.1	<u>Affordable Housing</u> KC confirmed that the document outlining the Establishment of Need in relation to the student accommodation, as requested by SNC during the affordable housing meeting in July, will be ready by the end of August.		
29.2	CR asked the team when SNC would receive a copy of the Viability Report. KC confirmed that the Consortium will receive a copy by 22 nd August, which will be able to be sent on to SNC by early September.		
29.3	<u>Education</u> CR will speak with Jane Blackwell for her confirmation that she is happy with the size of the land we are providing for the extension to the primary school, and for her thoughts on when NCC will require the land.	JH	
29.4	DD to forward a copy of the latest masterplan to CR to aid these discussions.		
29.5	<u>Library</u> JH confirmed that this will be funded by CIL and can be taken off the draft Heads of Terms.		
29.6	<u>Adult Care Services</u> CR and JH do not believe that any contributions will be required for Adult Care Services and will confirm.		
29.7	<u>Fire Services</u> JH confirmed that the cost for fire hydrants within the Growth Location will be CIL funded, with their provision to be included within the S106 agreement.		
29.8	<u>Community Infrastructure</u> JH and CR confirmed that the only S106 requirements relating to Community Infrastructure will be in respect of the transfer of land for the Village Hall and Allotments.	SW	
29.9	KC suggested that the management of the Village Hall, Village Green and playing fields will be by the Parish Council, as they have suggested, and that this would need to be included within the S106. CR and JH agreed to this approach.	JH/CR	

29.10	CN asked how the transfer of the Jubilee Playing Field will be approached. JH confirmed that a condition will be attached to the planning permission saying that the Jubilee Playing Field cannot be removed until its replacement is operational. This will also be stipulated within the S106. JH confirmed that she will provide a letter for the Project Team, which can be distributed to the Parish Council, confirming this.	CR	
29.11	<u>Household Waste</u> JH confirmed that Household Waste/Recycling facilities and provisions will be CIL funded.		
29.12	<u>Green Infrastructure</u> JH and CR confirmed requirement for S106 contributions towards slowworm mitigation, and land provided for GCN mitigation.		
29.13	<u>Historic Environment</u> JH confirmed that there will not be a S106 contribution requirement toward the Historic Environment.		
29.14	<u>Highways & Transport</u> BC talked SNC through the requirement S278 items, which include a right hand lane at Easton Roundabout, the realignment of Marlingford Road, regrading Bawburgh Road and two pedestrian crossings on Dereham Road. BC also suggested that there will be a S106 contribution required towards a Residential Travel Plan.	SW	
29.15	JH confirmed that SNC would be satisfied with the above, subject to the ongoing discussions with NCC.		
29.16	SW confirmed that in light of these discussions, the draft Heads of Terms would be reviewed for further comment.	CR	
29.17	<u>Phasing & Trigger Points</u> JH and CR agreed that they will give the phasing and trigger points some further thought and respond as soon as possible. JH suggested that there may be a two pronged approach to trigger points – 1. A trigger requiring certain items of infrastructure to be provided when a specific number of dwellings have been delivered or 2. Infrastructure provided when specific land is being developed.		

29.18 In terms of the shop, CR suggested that there may not be a trigger point relating to the shop and that the market may dictate when this needs to be delivered. CR also suggested that, if there is to be a trigger point, this may relate to the site being actively marketed for a retail use at a certain point in the delivery of the Growth Location. CR promised to give this some more thought.

30 Ongoing Studies

30.1 Ecology JH and CR agreed that the translocation surveys can be undertaken following the approval of planning permission.

30.2 Landscaping JH requested that the upgrading of the tree belt in front of the Church of St Peter should be on the development side of the road to allow for further expansion of the road (as is currently shown).

30.3 Public Open Space JH confirmed that the local plan requirement for 5.4ha of POS to be provided as part of the masterplan. DD talked JH and CR through the POS provision on site, and JH confirmed that she was happy with the approach taken.

30.4 Heritage JH confirmed that despite English Heritage confirming that they will be objecting to the development, SNC will still support the proposed development.

30.5 SW to share the Heritage Statement with SNC before the submission of the application.

30.6 Acoustics KC confirmed that the additional noise survey requested by Environmental Health is being conducted at the Sundown Festival at the end of August.

31 Application Programme

31.1 KC confirmed that the programme is aiming for a mid-September submission, subject to the ongoing issues with the Parish Council land being resolved.

32 Next Meeting

32.1 It was suggested that we schedule our next meeting for the week commencing 15th September 2014,

<p>subject to the current status of the application. JH is on leave this week returning 22nd September 2014, but CR would be able to take the meeting. CR to suggest some dates.</p>		
<p>33 AOB</p>		
<p>33.1 JH confirmed that the food hub remains non site specific.</p>		