

Minutes: Tarset and Greystead NDP Steering Group meeting held on 13th August 2013

Present: Rex Cooper (Chair for this meeting), Megan Nixon, Gerry Gregory, Preston Hoggan, Anne Monroe, Tammy Adams (Head of Planning, NNPA), Michael Miller (NNPA), Jenny Gillatt (Mosedale Gillatt Architects)

Apologies: Darrell Jackson, Jenny Ludman

1 Minutes of last meeting

The previous minutes were agreed as an accurate record of the last meeting.

2. Action from the previous meeting

Residents' Questionnaire: Lesley-Ann Thorburn will present pie charts at next meeting

Budget update. Tammy reported that a recent update had been provided and that there had been very few expenses since.

3 Design Guide.

This was the main subject of the meeting and there was extensive discussion about the form it would take and how to progress it.

Preston outlined to Jenny Gillatt the place of the proposed Design Guide in the Steering Group's process.

Tenders: Jenny Gillatt recommended that the Group adopt a tender process, with 2-3 tenders invited. This will provide a clear audit trail. Tammy confirmed that NNPA can help assess tenders. Tender documents should not be weighted towards price; e.g. 30% only. Jenny suggested the following approach for the architectural practice appointed:

1. Analysis of residents' questionnaire in relation to design
2. Tour of parish
3. Come up with characteristics

Existing documents and sources that can be used when drafting a new Design Guide:

- a) National Design guidance
- b) NNPA framework
- c) Local Development Framework, September 2011
- d) Former NNPA design guide (no longer current but more detailed than 2011 guidance)
- e) The Tarset Archive Group's maps of parish/ 'Tarset Village Atlas'

All agreed that the Cuckfield Design Guide is a good model.

Tammy confirmed that Michael is involved in Building Conservation as well as planning, so can advise on the Design Guide.

The following issues were debated:

The need for good modern design to sit in this environment; the fact that NNPA policy is required not to be too prescriptive and instead to be designedly flexible; and the importance of not using post-war mixed housing at Lanehead as a rationale for further development. The Design Guide could recommend the number of dwellings that would be considered appropriate for a specific area: eg 3-4 houses/ a development of 'x'. New build should always be proportionate. Tammy

confirmed that if more large-scale development such as the 10 new houses applied for in Greenhaugh, became the norm for NNPA planning applications, then more NNPA guidelines would become necessary. It was confirmed that The Comb has not been designated by NNPA for development. All agreed that concept of an 'envelope' is not a helpful concept for the Parish in relation to planning. It was stressed that the Guide must look at the whole parish, not just concentrate on the Lanehead area.

A Design Guide could address questions of scale, traditional types of roof etc, so that new build is not a pastiche, but is of a footprint/massing that fits with the parish. The guide could also address recent settlements which responses to the Residents' questionnaire have overwhelmingly opposed, as well as older settlements, but if so the Design Guide must clearly articulate what is considered inappropriate, eg massing, scale.

Preservation of important green areas/views and land for possible development

The question of how the guide could show what land was considered possible for development and where the Neighbourhood Plan would not want to propose any further development, was discussed.

Green areas/views could be marked on a plan so as to recognise their importance to the parish. The residents' questionnaire responses do clearly specify which areas and views are regarded by residents as essential for protection.

Cultural issues: these could also be addressed in the Guide.

Conversion of farm outbuildings: It will be useful to include in the Design Guide the major finding of the Residents' questionnaire in relation to approval for the conversion of farm buildings, but changes in government policy may make this redundant. Jenny Gillatt has seen good design guides in relation to farm steadings, and the Design Guide could cross-refer to these, as also to NNPA's policy in this regard.

Proposed checklist: Tammy suggested that a checklist of the most important things to be considered in this area when assessing planning applications should be included in the guide.

Action: Brief for tenders to be developed, and progressed at next meeting. Jenny Gillatt will draw up her thoughts and send to the Group. Tammy will also send suggested notes for Design Guide.

4. Date of next meeting

Tuesday 27th August 9.30 am, Tarsset Village Hall