

SCOPING REPORT – INITIAL FILE NOTE

Prepared on behalf of North Cadbury and Yarlington Parish Council

SEPTEMBER 2019

1. INTRODUCTION

1.1 This report has been prepared by Jo Witherden BSc(Hons) DipTP DipUD MRTPI of Dorset Planning Consultant Ltd, for North Cadbury and Yarlington Parish Council. The Parish Council is the qualifying body authorised to act in preparing a neighbourhood development plan in relation to the North Cadbury and Yarlington Neighbourhood Plan area.

1.2 The purpose of this report is to identify at an early stage what issues that relate to development are likely to be most important to the community, and are something that the Neighbourhood Plan can potentially influence. This will then guide the early stages of evidence gathering and consultation, and initial project plan, to ensure that the time and resources spent on preparing the Neighbourhood Plan are focused on achieving the desired outcomes.

NEIGHBOURHOOD PLANS

1.3 A Neighbourhood Plan, when made, becomes part of the development plan for the area, alongside the Local Plan. Together they set out the policies that are used to decide what types of building work or other development will generally be allowed, and what should be refused. They can also say what buildings or places should be protected, and why.

1.4 Having a Neighbourhood Plan won't change the area overnight. Its key influence is on decisions made by on planning applications. Landowners (or developers) will still need to make planning applications to the District Council, who will consult on these before making a decision to permit or refuse the proposed development. But as the Neighbourhood Plan will form part of the development plan, the decisions should be based on the Neighbourhood Plan and the Local Plan policies, although there may still be times when other material considerations can be an overriding consideration. In particular national planning policy is clear that once a Neighbourhood Plan comes into force, it takes precedence over the non-strategic policies in the older Local Plan, and development "that conflicts with the Neighbourhood Plan" should almost always be refused when the plan is less than two years old and contains policies and allocations to meet its identified housing requirement.

1.5 A Neighbourhood Plan can't change matters that are outside the scope of planning applications. So it won't change the need for Listed Building consent if this applies, or take away permitted development rights. It cannot designate a new Conservation Area or make a Tree Preservation Order (though it can highlight the need for the District Council to consider these). Nor can it guarantee that there will be more doctor's in the local surgery or teachers in the schools, or that the local bus services will be retained or improved. So it is important to set realistic expectations in this regard.

1.6 So the type of issues a Neighbourhood Plan might tackle could be:

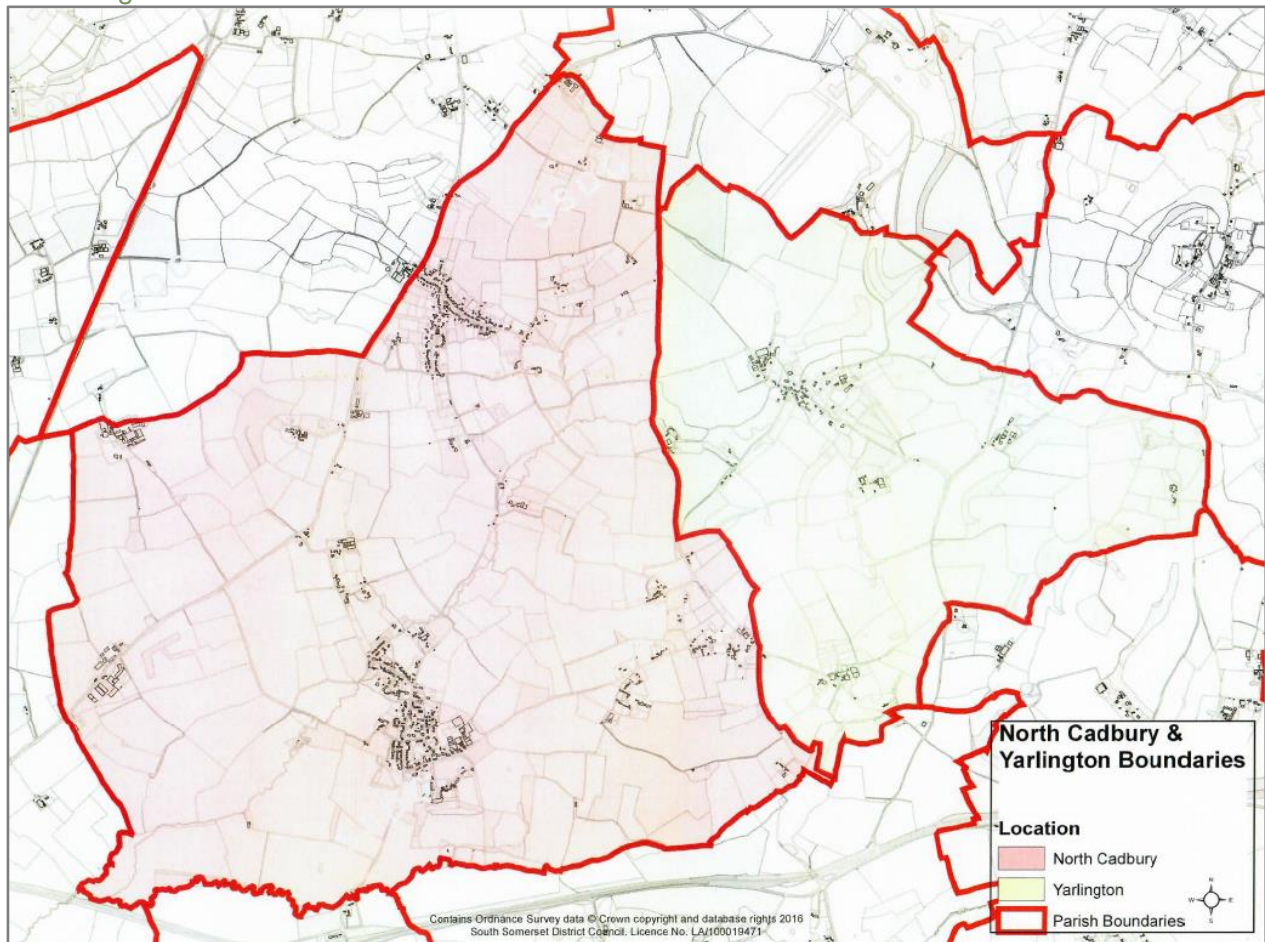
- How much and what type of development the area needs or wants to encourage (taking into account the minimum requirements that the Local Plan sets) and any associated infrastructure improvements?
- What are the best places for this development to happen (this can be done through making site allocations or defining development boundaries)?
- What are the places that are really valued by the local community and should not be developed under any circumstances?
- What design guidance can we provide to ensure that what is built is something the community can be proud of?

1.7 The Neighbourhood Plan doesn't need to duplicate policies in the Local Plan, so it can be much shorter, and focused on specific sites or issues for that area.

THE NEIGHBOURHOOD PLAN AREA

1.8 The North Cadbury and Yarlington Neighbourhood Plan area was designated by South Somerset District Council in July 2019. It follows the parish boundaries of North Cadbury and Yarlington as shown below, which includes the settlements of North Cadbury, Woolston, Yarlington and Galhampton.

The Neighbourhood Plan area



1.9 North Cadbury, the main settlement in the parish, is located in the east of the District, close to the A303, not far from Sparkford; and about 11km (7 miles) west of Wincanton. The parish includes Cadbury Business Park.

1.10 South Somerset District Council is reviewing its Local Plan, and at the present time cannot demonstrate a 5 year housing land supply (which means that a tilted balance is applied that favours housing growth). The District Council's most recent housing and employment land availability assessment has identified a site in North Cadbury which it considers is capable of accommodating 71 dwellings, and two further sites in the parish where employment floorspace could be provided.

1.11 The main planning constraints around North Cadbury (as the largest village in the area) that are noted by the Local Planning Authority are that a large part of the area immediately to the east of the settlement being classified Grade 1 (ie the best and most versatile) agricultural land and that some areas along the River Cam running to the north of the settlement are at risk of flooding.

2. PLANNING POLICY CONTEXT

THE ADOPTED LOCAL PLAN

2.1 The South Somerset Local Plan 2006 – 2028 (adopted 2015) includes a settlement strategy that focusses new development at Yeovil, with significant growth also planned at the Primary Market Towns of Chard, Crewkerne, Wincanton and Ilminster. Less growth is proposed at the Local Market Towns, Rural Centres and Rural Settlements. There are no specific housing or employment land targets for any of the settlements in the Neighbourhood Plan area (which would be likely to be considered as falling within the 'Rural Settlement' category of settlement), and no site allocations.

2.2 The adopted Local Plan evidence base included a Role And Function Study undertaken by Baker Associates on behalf of South Somerset District Council (dated April 2009). This reviewed many of the settlements in the district, and grouped Galhampton / North Cadbury / South Cadbury together for statistical purposes. Key statistics referenced included:

Population	2,150 (projection: decreasing)	
Economy	Jobs: 450; economically active 1,050; economically inactive: 550	
Transport	Higher frequency bus (> 5 journeys for 5 days a week), cycle network	
Facilities	Galhampton	North Cadbury
– Education	Pre-school Nursery	Primary School, Adult Education
– Health	None	None
– Retail	Convenience store	Convenience store
– Financial	None	Post Office
– Leisure	Children's playground	Children's playground
– Community	Village Hall, Public House	Village Hall, Church, Public House

2.3 Policy SS2 set out the approach to considering development in rural settlements.

POLICY SS2: DEVELOPMENT IN RURAL SETTLEMENTS

Development in Rural Settlements (not Market Towns or Rural Centres) will be strictly controlled and limited to that which:

- Provides employment opportunities appropriate to the scale of the settlement; and/or
- Creates or enhances community facilities and services to serve the settlement; and/or
- Meets identified housing need, particularly for affordable housing.

Development will be permitted where it is commensurate with the scale and character of the settlement, provides for one or more of the types of development above, and increases the sustainability of a settlement in general.

Proposals should be consistent with relevant community led plans, and should generally have the support of the local community following robust engagement and consultation.

Proposals for housing development should only be permitted in Rural Settlements that have access to two or more key services listed at Paragraph 5.41.

2.4 The 'key services' listed in Para 5.41 which would make the settlements potentially appropriate for housing development are listed below. On this basis, both Galhampton and North Cadbury were deemed suitable for housing growth, provided that growth was meeting an identified need, was commensurate with the scale and character of the settlement, and supported by the local community.

- | | | |
|--------------------------|--------------------------|--------------------|
| – Local convenience shop | – Children's play area / | – Health centre |
| – Post office | sports pitch | – Faith facilities |
| – Pub | – Village hall | – Primary school |

2.5 The adopted plan also contains a series of more generic, topic-based policies, covering: economic prosperity, housing, transport and accessibility, health and well-being, and environmental quality.

THE LOCAL PLAN REVIEW

2.6 The review of the Local Plan has reached Preferred Options stage, which follows on from the Issues and Options consultation that took place during late 2017 and early 2018. The consultation on the Preferred Options started on 28 June and closes on 18 September 2019.

2.7 Section 5 sets out the settlement strategy for South Somerset. All the settlement strategy (SS) policies are considered to be strategic in nature (which means that Neighbourhood Plans will need to generally conform with these). The Plan proposes a change to the approach taken in the adopted Local Plan, by adding a further category of 'village' between the rural centres and rural settlements. North Cadbury is named as one of the 12 villages. The proposed settlement strategy (in Policy SS1) states that:

iv. The following are Villages where provision will be made for limited development to meet local need, support local services and economic activity appropriate to the scale of the settlement:

Villages: Abbas and Templecombe, Broadway and Horton, Charlton Adam and Charlton Mackrell, Combe St Nicholas, Curry Rivel, Henstridge, Keinton Mandeville, North Cadbury, Queen Camel, Sparkford, Stoke-sub-Hamdon and Tatworth.

v. **Rural Settlements:** In Rural Settlements where Policy SS4 applies, development will be restricted.

vi. **Countryside:** Development within and outside of Rural Settlements where Policy SS4 does not apply will be limited to that for which a countryside location is essential or where it is in accordance with Policies EP4 and EP5.

2.8 The Local Plan explains that the selection was based on:

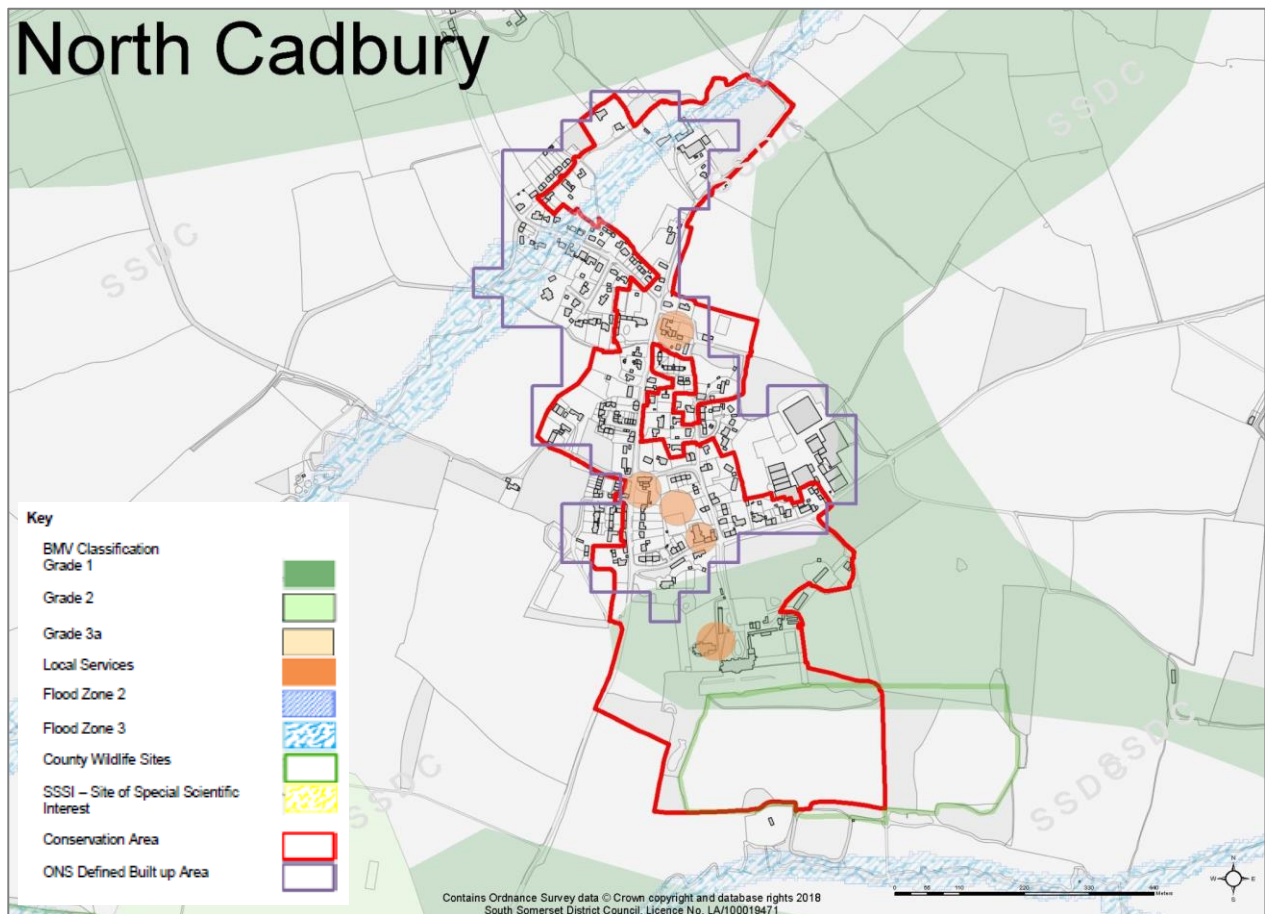
- Size of existing population and number of dwellings.
- The level of existing community services.
- Whether opportunities for housing and employment growth have been identified.
- Existing employment levels.
- Accessibility by road, bus and rail.
- Apparent attractiveness to the housing and employment market
- Flood risk.
- The presence of Best and Most Versatile (BMV) agricultural land.
- Ecological designations.
- Conservation Areas.

2.9 Galhampton was also assessed but did not meet the criteria. In particular it has a low population (312 in the 2011 Census), and would not have performed as well against the list of key facilities due to the lack of a primary school, health centre and local convenience store - the list having been revised from the Local Plan as follows:

- | | |
|--|---------------------------------|
| – Local convenience shop / post office | – Village hall / faith facility |
| – Pub | – Health centre |
| – Children's play | – Primary school |

2.10 North Cadbury was noted as having an existing population of 638 (2011), 5 of the 6 key facilities, a good bus service (multiple services daily), and although there are some planning

constraints (high grade agricultural land and flood risk) land with development potential for housing and employment growth was considered possible¹.



2.11 As a village, there are no identified development areas in the Local Plan for North Cadbury, but para 5.21 states that growth is expected to take place “adjacent to the existing built settlement”. The lack of any specific site allocation will inevitably give rise to uncertainty over where and what limit might be placed on development, how any infrastructure improvements may be secured, and how this will be managed.

2.12 The other settlements of Galhampton, Yarlington and Woolston would either be dealt with under Policy SS4 (if they meet the specified criteria, which includes having at least 4 of the 6 types of service listed above and therefore seems unlikely at present) and in any event development would be limited to sites of no larger than a hectare in size. Elsewhere (ie in the least sustainable settlements) proposals for 100% affordable housing would be supported.

POLICY SS4 - DEVELOPMENT IN RURAL SETTLEMENTS

i. Development in Rural Settlements will be supported where all the following criteria are met:

a. The Rural Settlement must contain at least four of the following six types of service:

- Local convenience store / post office;
- primary school;

Continued...

¹ As identified through the South Somerset Housing and Economic Land Availability Assessment – maps shown <https://www.southsomerset.gov.uk/media/2207/east-maps.pdf> - see Appendix

- health centre;
 - pub;
 - Village hall and/or community centre or faith facility with a community meeting space;
 - children's play area;
- b. Development must be located within or adjacent to the existing built settlement, be commensurate with the scale and character of the settlement, and provide for two or more of the types of development listed below:
1. Affordable housing to meet an identified local need in that settlement.
 2. Market housing to meet an identified local need in that settlement.
 3. Employment opportunities appropriate to the scale of the settlement.
 4. Enhanced or new community facilities and services of an appropriate scale to serve the settlement, where a local need has been identified.
- c. Housing development in Rural Settlements should be accommodated on sites no larger than one hectare in size. In addition, the cumulative impact of development in any one Rural Settlement should not result in development of an overall scale that is inconsistent with the settlement strategy set out in Policy SS1.
- d. Proposals should be consistent with relevant Neighbourhood Plans, have regard to relevant community-led plans and should generally follow robust community engagement and consultation.
- ii. In settlements (not small groups of dwellings in the countryside) that do not meet the criteria a) to d), proposals for 100% affordable housing will be supported where there is an identified local need demonstrated through a Local Housing Needs Survey.

2.13 The level of growth anticipated across South Somerset (as set out in Policy SS2) is 'at least' 14,322 dwellings for the plan period 2016 to 2036, of which 1,314 is to be provided within the villages (of which 592 have been completed or committed as at 31 March 2018) and 1,686 within the other rural settlements (of which 810 have similarly been completed or committed). The Local Plan suggests (in the case of Queen Camel) the housing target for a village would be the pro-rata proportion of the remaining need for growth (ie $722/12 = 60$), but given the recent designation of the North Cadbury and Yarlington Neighbourhood Plan area, no area-specific target is currently in the draft Local Plan. There is little further justification for the housing target at these lower settlements, other than recognising that the smaller settlements have historically helped deliver greater growth, whilst the larger master-planned urban extensions have struggled to deliver at the rates anticipated.

2.14 It is possible to request an indicative housing target from the Local Planning Authority. If the indicative figure has not been set in strategic policies, it will be tested at examination. Checking the pro-rata target (ie the target that would be generated based on population size) would suggest that 60 dwellings may not appear unreasonably high for an area such as North Cadbury:

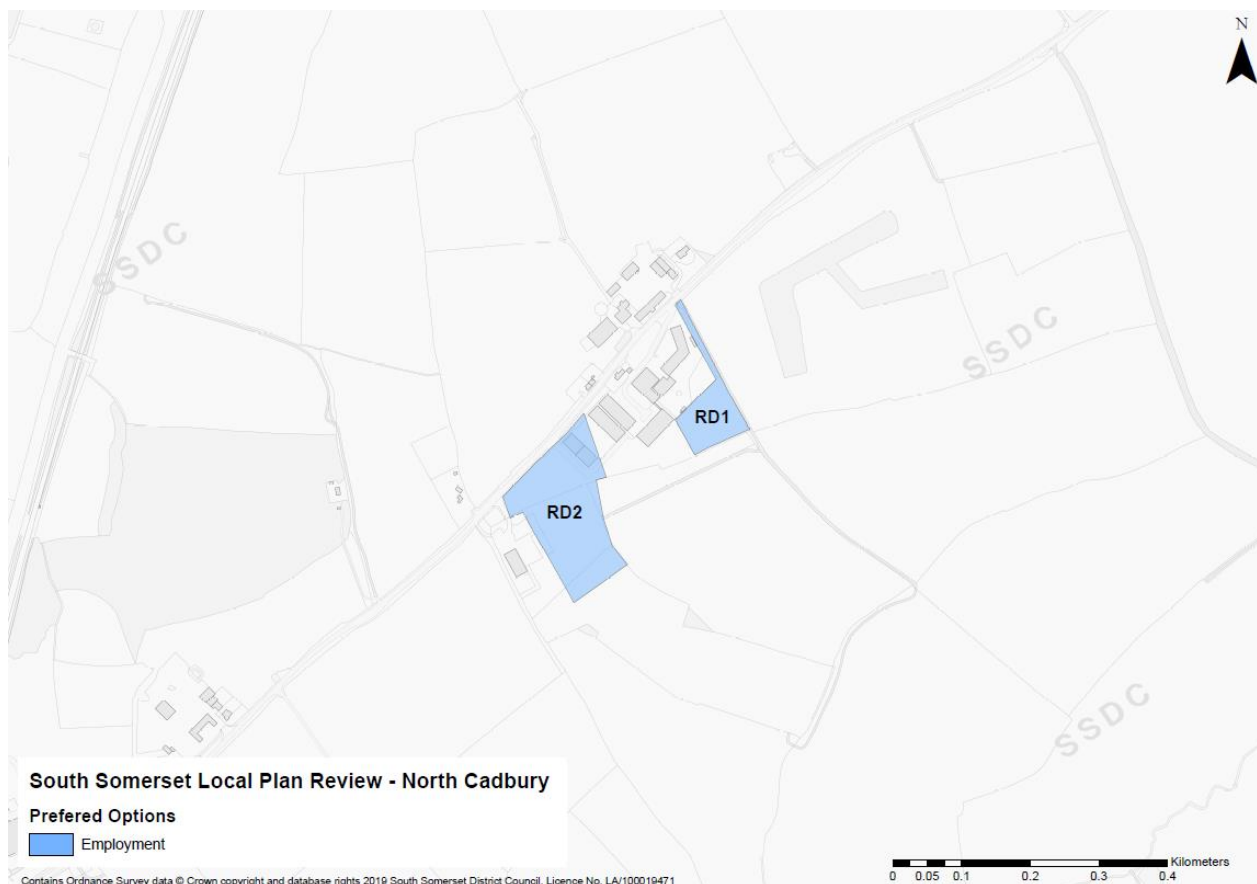
- ⇒ North Cadbury population (2011) = 638
- ⇒ South Somerset population (2011) = 161,243
- ⇒ Pro-rata proportion of district housing need for the plan period 2016 to 2036 = $14,322 \times 638 / 161,243 = 56.7$

And looking at the wider plan area, the Neighbourhood Plan target would be higher on this pro-rata basis:

- ⇒ North Cadbury and Yarlington parish population (2011) = 950+123 = 1,073
- ⇒ South Somerset population (2011) = 161,243
- ⇒ Pro-rata proportion of district housing need for the plan period 2016 to 2036 = $14,322 \times 1,073 / 161,243 = 95.3$

2.15 Depending on the timescales and progress on the Local Plan, further evidence on local housing need (amount and type) may be both necessary and helpful.

2.16 In terms of employment, the Local Plan proposes the expansion of the Cadbury Business Park (which is located on the A359 near the western boundary of the parish), providing an additional 2.55 hectares in total. This is suggested as a strategic policy.



2.17 Elsewhere, policies EP4 and EP5 will apply if they are adopted in due course. The Local Plan Review has introduced a more permissive approach to employment than in the current adopted Local Plan. However aspects such as 'of a scale commensurate with the locality' (and conversely 'larger scale') are not clearly defined and may require further consideration. These policies are also considered to be strategic in nature – and as drafted, it is unclear whether allocating employment areas through a Neighbourhood Plan would stop other sites from being permitted if they were to meet with the Local Plan requirements.

POLICY EP4 - DELIVERING EMPLOYMENT LAND IN VILLAGES, RURAL SETTLEMENTS AND THE COUNTRYSIDE

To meet local business and community needs, new employment proposals in Villages, Rural Settlements and the countryside will be supported where:

- it is either adjacent to, or physically well-related to an existing built settlement;
- it is of a scale commensurate with the locality;
- there are clear economic benefits to the immediate locality and the wider district;
- there is no adverse impact upon wildlife or conservation designations; and
- as far as possible, there are good transport links, including road and public transport, and the proposal includes enhanced travel planning

Larger scale proposals may be considered in these locations where a clear assessment has been undertaken to demonstrate why currently allocated employment land is not suitable and there is a clear financial business plan supporting the proposal.

POLICY EP5 - EXPANSION OF EXISTING BUSINESS IN THE COUNTRYSIDE

Proposals for the expansion of all types of existing businesses in the countryside and outside established employment areas will be permitted where:

- The business is a viable business and its re-location would be impractical or not viable;
- The proposed development cannot physically and reasonably be accommodated within the curtilage of the existing site and existing buildings have been re-used where possible;
- There is no adverse impact on the countryside with regard to scale, character and appearance of new buildings and/or changes of use of land;
- There is no adverse impact upon wildlife or conservation designations; and
- There is no unacceptable impact on the operation of the highway network.

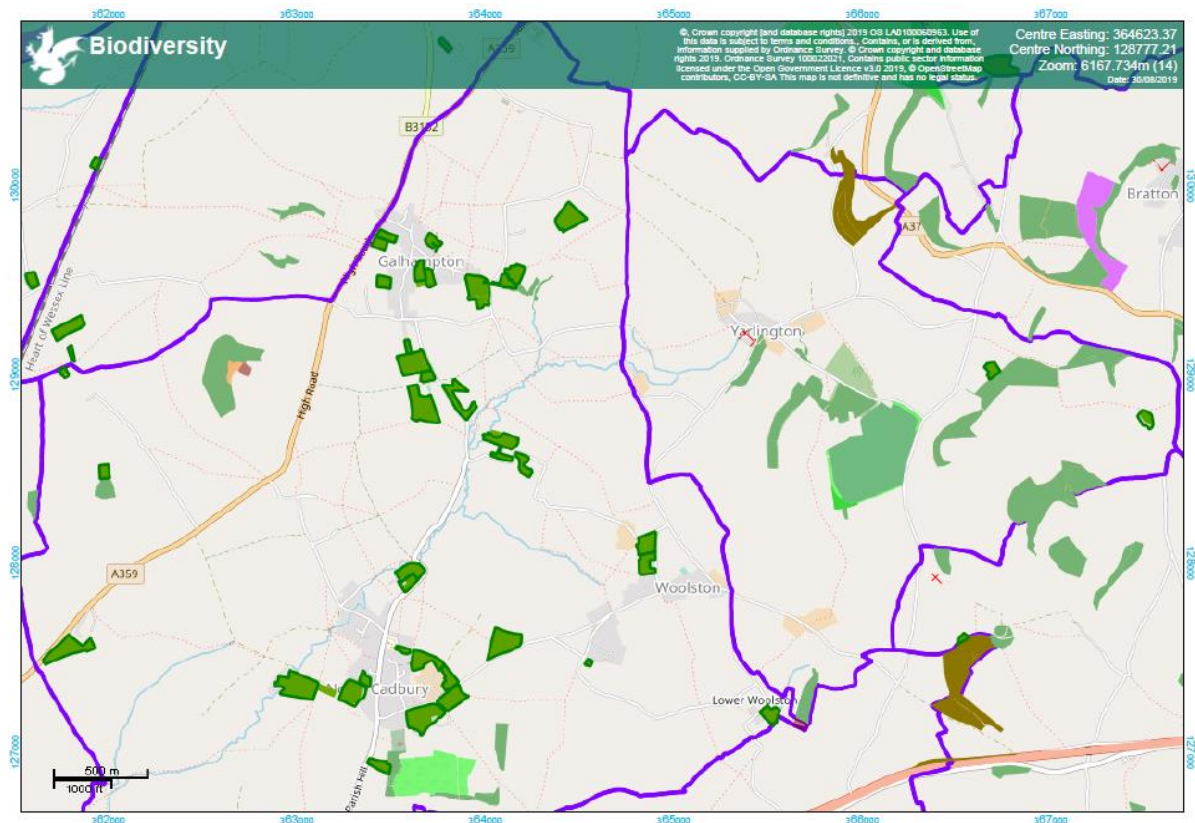
3. POTENTIAL ENVIRONMENTAL ISSUES

BIODIVERSITY, GEOLOGY, FLORA AND FAUNA²

3.1 There are no nationally important Sites of Special Scientific Interest within the plan area (and consequently no European sites either). Immediately to the west of the Plan area, Sparkford Wood is an SSSI and could potentially be adversely impacted by air pollution from nearby industrial processes. This will be a consideration in relation to the Cadbury Business Park.

3.2 In terms of priority habitats, there are areas identified as traditional orchards (particularly around North Cadbury and Galhampton), as well as some areas of deciduous woodland (including some close to Yarlington and south of North Cadbury), calcareous grassland and good quality semi-improved grassland (all of which are more distant from areas of settlement).

² <https://explorer.geowessex.com/>



3.3 Whilst there are no mapping layers identifying the presence of protected species, such as bats, badgers, hedgehogs, dormice and various species of reptiles, these are likely to be present within and outside of the designated wildlife sites and could be identified through site-specific surveys.

LANDSCAPE QUALITY

3.4 The Plan area does not include any nationally designated landscapes. It falls part of the Yeovil Scarplands National Character area³ (which stretches from Ilminster to Wincanton). The assessment describes the area as

- a remote, rural landscape comprising a series of broad ridges and steep scarps separating sheltered clay vales.
- agricultural character, and in some places the intensely rural. Mainly pastoral in nature, though in some of the clay vales between the scarps mixed farming brings a variation of character.
- extensive thick hedgerows with frequent mature to veteran trees.
- winding rural lanes, bounded by verges and hedgerows, connecting villages and hamlets cut across by busy A roads linking larger towns
- having a long history of settlement reflected through the archaeology, from Neolithic hill forts, through Roman villas, to remnant medieval open fields – along with many Listed Buildings.
- known for its collection of fine manor houses and associated parklands.
- small villages and farmsteads contrasting sharply with urban and peri-urban Yeovil.
- boasting a variety of limestones and sandstones from which distinctive local settlement character is derived.

³ <http://publications.naturalengland.org.uk/file/5809238018359296>

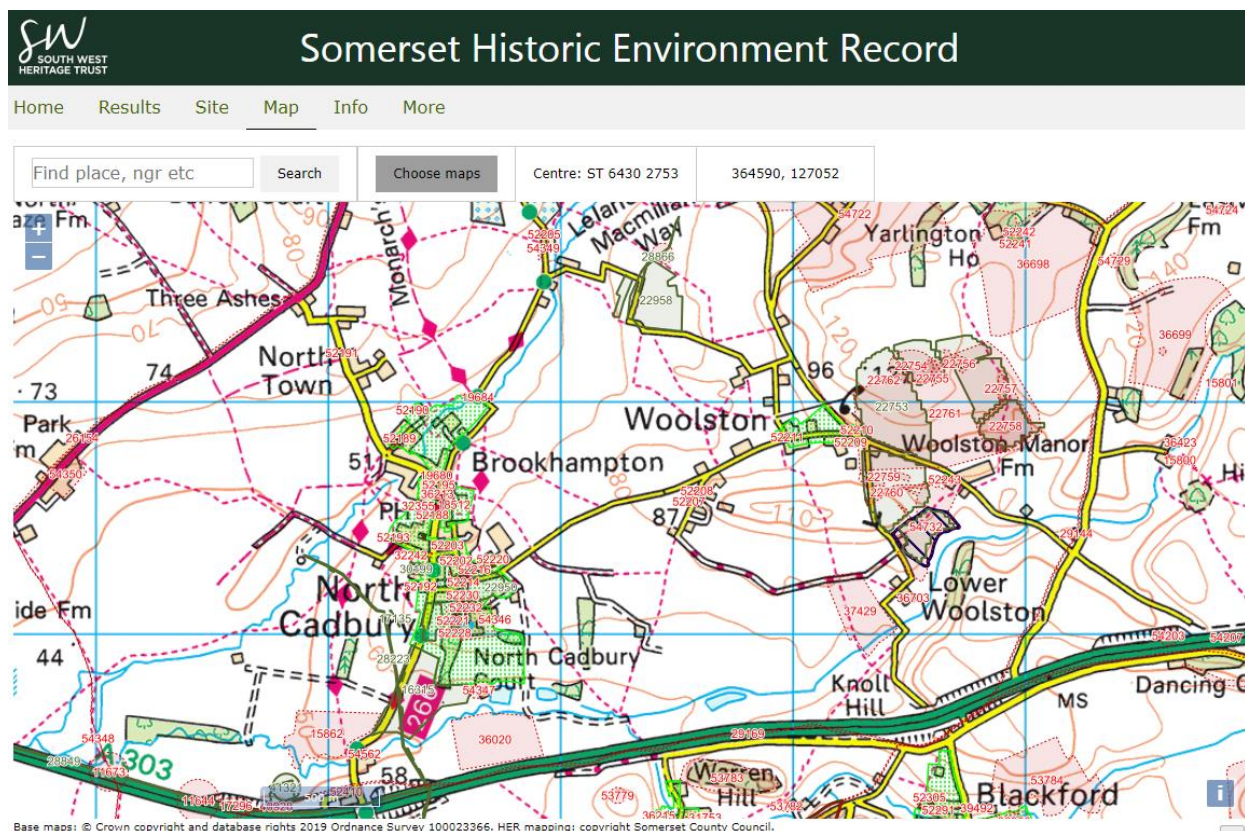
3.5 A more detailed landscape character assessment appears to have been undertaken in the early 1990s by the District Council⁴, describing the more local area (east of Yeovil) – which may benefit from further review.

3.6 There is an extensive network of public rights of way criss-crossing the area⁵, including the Monarch's Way⁶ (the longest inland trail within England, following the route taken by King Charles II after defeat his by Cromwell – from Worcester to Shoreham) and the Somerset-based Leland trail⁷ (which runs from near Stourhead to near Stoke-sub-Hamdon following the route traversed by John Leland during his 16th century survey of Britain), as well as the MacMillan Way⁸, but no significant areas of open access land.

3.7 Away from Sparkford, the area enjoys particularly dark skies and a general lack of light pollution⁹, but the southern portion is impacted by noise pollution from the A303¹⁰.

HERITAGE ASSETS

3.8 There are about 60 Listed buildings or structures within the Neighbourhood Plan, two of which are Grade I (Church of St Michael and North Cadbury Court, both in Woolston Road, North Cadbury), and a further four of which are Grade II* (21, Woolston Road, North Cadbury, the Church of St Mary, Yarlington, The Manor House, Galhampton, and Yarlington House, Lodge Hill, Yarlington).



3.9 There are no registered historic park / gardens, and just one scheduled monument in the Neighbourhood Plan area (Lower Woolston medieval settlement¹¹). None are on the 'at risk'

⁴ https://www.southsomerset.gov.uk/media/1297/j-plan_pol-web-site-2018-planning-webpages-the-landscape-of-south-somerset.pdf

⁵ <https://roam.somerset.gov.uk/roam/map#>

⁶ https://www.idwa.org.uk/ldp/members/show_path.php?path_name=Monarch%27s+Way

⁷ https://www.idwa.org.uk/ldp/members/show_path.php?path_name=Leland+Trail

⁸ https://www.idwa.org.uk/ldp/members/show_path.php?path_name=MacMillan+Ways

⁹ <https://www.nightblight.cpre.org.uk>

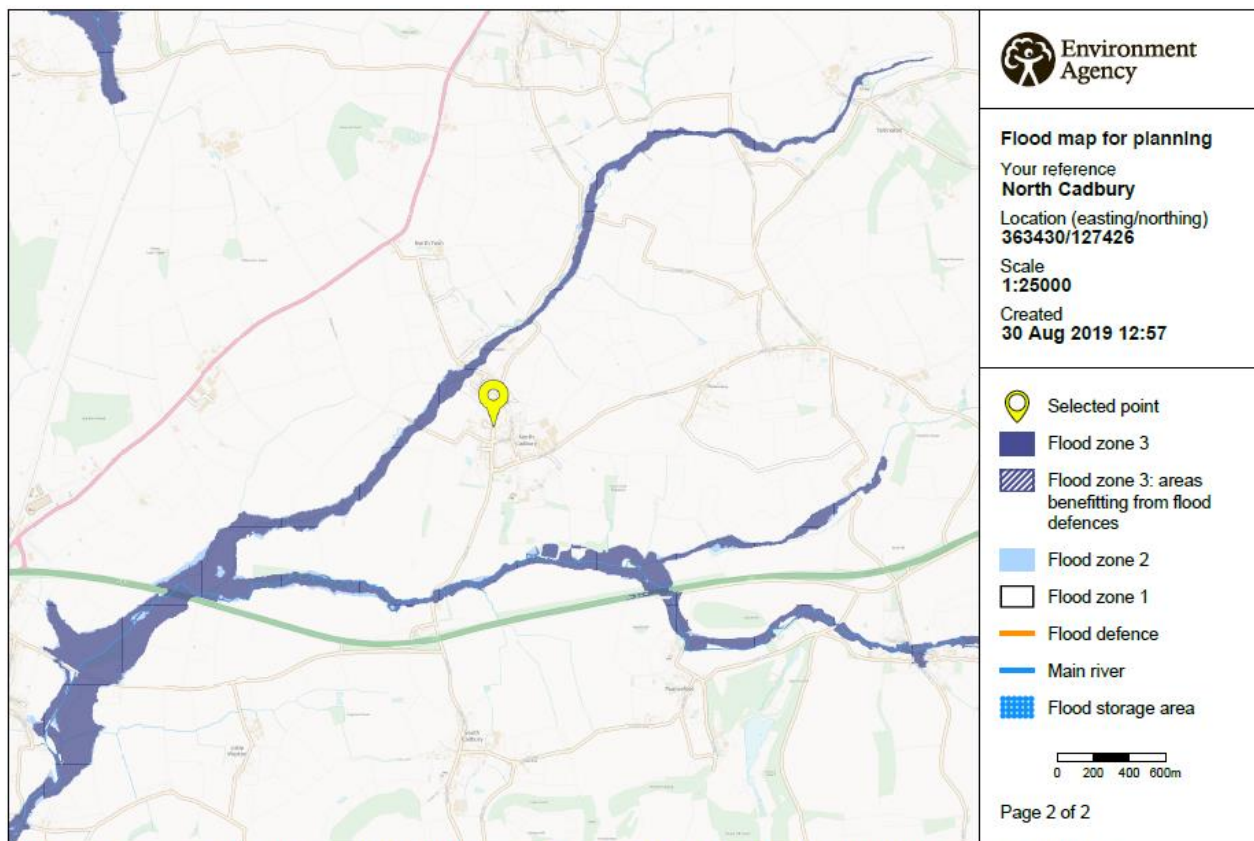
¹⁰ <http://www.extrium.co.uk/noiseviewer.html>

register. Further information on archaeological finds is available from the Somerset Historic Environment Record, together with historic landscape characterisation.¹²

3.10 Two Conservation Areas have been designated, one covering much of North Cadbury and the other covering the smaller settlement of Woolston. Whilst there are no published Conservation Area Appraisals on the District Council website, a draft appraisal of the North Cadbury CA appears to have been undertaken in 2013 and to have been acted on given that the extent of the area changed. The final version should be secured, and checks made whether such an appraisal has been undertaken for Woolston. Conservation Area Appraisals provide a detailed description of the character of the area and can include locally important buildings, spaces and views, and the draft North Cadbury appraisal does cover such points.

CLIMATE CHANGE - FLOOD RISK

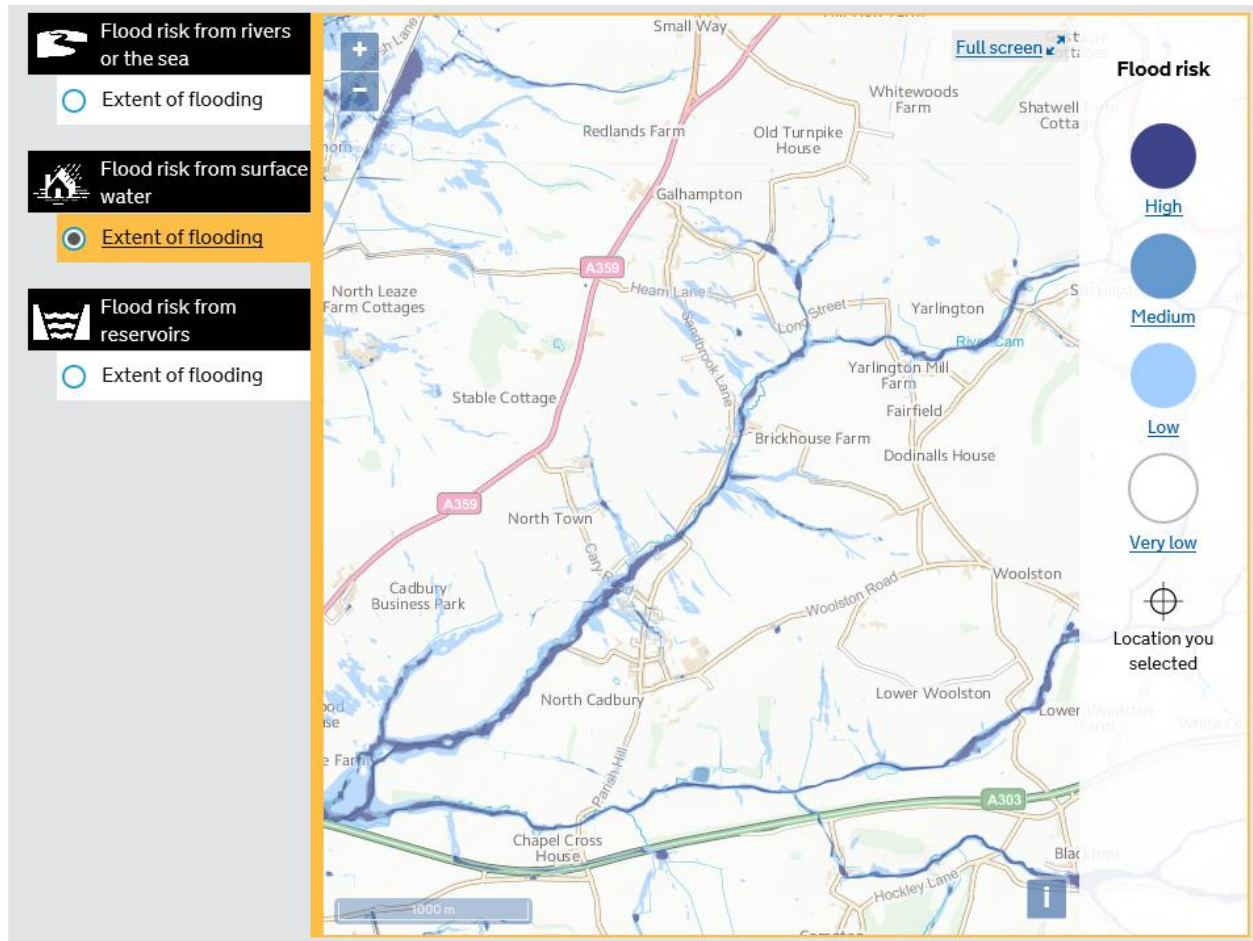
3.11 There are areas at risk of fluvial flooding relating to Yarlington and North Cadbury which the River Cam flows through. There are also further flood risk areas relating to surface water run-off, including most recently in March Lane, Galhampton where there has been flooding linked to blocked / silted up drains.



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¹¹ <https://historicengland.org.uk/listing/the-list/list-entry/1018150>

¹² <https://www.somersetheritage.org.uk/#>



SOIL AND WATER RESOURCES

3.12 Whilst no detailed maps of agricultural land value are available, the regional map indicates that the areas around North Cadbury, Galhampton and Yarlington include Grade 1 (ie the best and most versatile) farmland, as well as Grade 3 (moderate).

3.13 Yarlington and, to a lesser extent, the western side of North Cadbury are identified on the groundwater vulnerability maps.



POLLUTION – AIR, SOIL AND WATER

3.14 There are no Air Quality Management Areas in the area, the nearest being Yeovil¹³.

3.15 There are no records of contaminated land on the public register relating to the area, but the District Council may hold further information in terms of local sites where pollution may be present if this is considered likely to be an important consideration.

¹³ https://www.southsomerset.gov.uk/media/1530/asr_2018.pdf

4. ISSUES IDENTIFIED FOR CONSIDERATION

4.1 The following provides a list of issues / objectives identified by the Neighbourhood Plan Steering Group that could potentially be considered for inclusion in the Plan:

ENVIRONMENT

4.2 Protect the green spaces that are valued by local residents – there are a number of spaces that may qualify for Local Green Space designation, such as the village playing fields, cemetery and allotments. Of equal importance is the public rights of way network which provides opportunities for recreational walks (including circular routes) in the countryside.

4.3 Create new green spaces for wildlife and recreation – there have previously been requests for an all-weather sports pitch, and facilities for teenagers. There is also likely to be a need for a new cemetery as the existing one is near capacity.

4.4 Protect existing historic trees (some of which may lie outside the Conservation Areas and may need to be identified) and also support the planting of further trees as part of any development, given their wildlife and climate benefits and how trees can soften the visual impact of development given the rural character of the area.

4.5 Protect high grade agricultural land (in line with national policy).

4.6 Protect people, property and roads from flooding (in particular highlighting any local knowledge of flooding which may not be clear from the flood risk maps).

4.7 Maintain the current good air quality and low levels of pollution – in particular recognising the dark night skies and general tranquillity of the area (away from the A303).

4.8 Make a positive contribution to reducing the rate of climate change by promoting and supporting sustainable energy initiatives (integrated with new buildings).

HOUSING

4.9 Provide opportunities for local people to live in the parish, and that any housing development provides for a variety of tenures which meet local needs. This may well include affordable homes for young families / first time buyers as well as housing suitable for retirement / older age.

4.10 Ensure that any sustainable housing development is sensitive to the rural setting of the parish, and does not erode our existing environment and character. Design guidance may help on this.

BUSINESS AND EMPLOYMENT

4.11 • Provide opportunities for local people to work close to home, and support local businesses to set up or expand their premises providing services and employment in the community. Whilst there are employment areas within and close to the parish, there may be a need for starter units or other premises that are not currently catered for.

TRANSPORT

4.12 A major issue at present is the problems created by the parking outside the school, which causes frustration and delays at peak times, as well as road safety concerns.

4.13 Check that the Somerset parking guidelines reflect the realities of car ownerships levels, so that there is sufficient off-road car parking with new development (as there are few opportunities for cars to park safely on existing roads due to their width).

4.14 Identify and where opportunities arise create new safe routes for walkers, cyclists and horse riders – particularly linking to the various community facilities and utilising the public rights of way network as far as possible. The maintenance of these routes falls outside the scope of this plan.

4.15 Ensure those without access to a car can access public transport – whilst this neighbourhood plan cannot guarantee the provision of services, it can consider where the bus routes current run and the provision of bus shelters at the stops.

HERITAGE

4.16 Protect, preserve and enhance the Conservation Areas and historically important buildings and other heritage assets, ensuring that the character of the area and the setting of these assets is not compromised by the design, scale or presence of new development, or by the materials used. Updated Conservation Area Appraisals and the creation of local lists of historic but unlisted buildings may help with this.

COMMUNITY SERVICES AND FACILITIES

4.17 Maintain, improve and extend community services and recreational facilities that better meet the needs of local residents of every age and ability, including the services provided from the church, recreation ground, village hall and pub. A key issue / opportunity here may be the future of the school, given the age of a number of 'temporary' buildings and parking-related issues. Could development help provide a new school in a different location within the area that would work better? Views of all the service providers - their needs and future plans - should be sought.

5. PROPOSED POLICY FOCUS

5.1 Following a discussion meeting with the North Cadbury Neighbourhood Plan Group on 9 September 2019, the following policy areas were identified for potential inclusion in the neighbourhood plan, subject to resources and community support:

Housing

- Amount and distribution of housing - site allocations / consideration of settlement boundary options for infill / criteria-based policies
- Housing mix - housing types and potentially restrictions in relation to local connection for affordable homes

Economy

- Amount and type of employment needed (if there is a clear need) – including consideration of home working / starter businesses
- New employment sites (if able to identify)

Community Facilities and Infrastructure (including highways)

- Community land / venues - protection of existing sites and (if relevant) site allocations to enable additional provision
- Parking standards – consideration of levels of off-road parking and localised road safety issues where development may give rise to additional on-road parking pressures
- Important travel routes (buses)

Environment (eg landscape, heritage, wildlife, flooding, coastal erosion)

- Local Green Spaces
- Important recreation routes
- Locally important landscape characteristics / features (including dark skies, tranquillity and tree coverage)
- Locally important (unlisted) historic buildings and other heritage features

Design (character and climate change)

- Flood risk - use of local flood incident information
- Guidance regarding eco-friendly and traditional building designs

6. EVIDENCE GATHERING STAGES

6.1 The following table summarises the key tasks over the next 12-18 months, up to plan drafting stage. The tasks are not necessarily consecutive but some do rely on the completion of earlier task (this is indicated in the 'needs' column).

Step	Needs	Task
		1. General data collection
1a		Request indicative housing target from South Somerset District Council, together with <ul style="list-style-type: none"> → data on registered need relating to the NP area (for affordable rent, home ownership and self-/ custom build plots) → data on second / holiday homes (from council tax records) → data on dwellings completions and extant consents from 2011 onwards Undertake Census research to establish: <ul style="list-style-type: none"> → demographic / household profile (including second homes) → home-working / travel to work patterns <i>NB some of this data could be expressed in the household survey where context is required</i>
1b		Compile business and community infrastructure list for the area (business rate data and local knowledge)
1c		Identify from Conservation Area appraisals, Somerset HERS and local knowledge potential (unlisted) historic buildings and archaeology
1d		Collate available evidence on flood risk (parish records) and check against mapped flood risk areas
1e		Collate available evidence on highways issues (crash reports / matters brought to Parish Council attention / bus routes and stops / review of parking standards)
2		2. Questionnaires / surveys
2a		Organise and analyse household questionnaire (limiting the number of open ended questions as far as possible) to establish evidence of <ul style="list-style-type: none"> → existing local need for housing and employment – ie what need they have or anticipate arising from within their household (and can also gauge local preferences – but this is less critical) → views, green spaces, recreation routes and landscape character features considered important (potentially asking for 'top 3' in each category) → design priorities for new development (different elements – grading from not important to very important, and how they rate recent development (examples)) → use of community facilities and feedback on what needs to be improved / what is missing → localised parking / highway safety problems (locations) – NB this may not be necessary if there is already sufficient evidence of this → localised flooding incidents (locations) – NB this may not be necessary if there is already sufficient evidence of this → what the main issues they think it is important that the Neighbourhood Plan covers <i>Suggest minimum 2 week survey period, consider use of survey software to speed data collation and analysis. Consider how results to be publicised (keep records of what was done and key outcomes for consultation statement)</i>
2b	1b	Organise and analyse business and community infrastructure surveys to

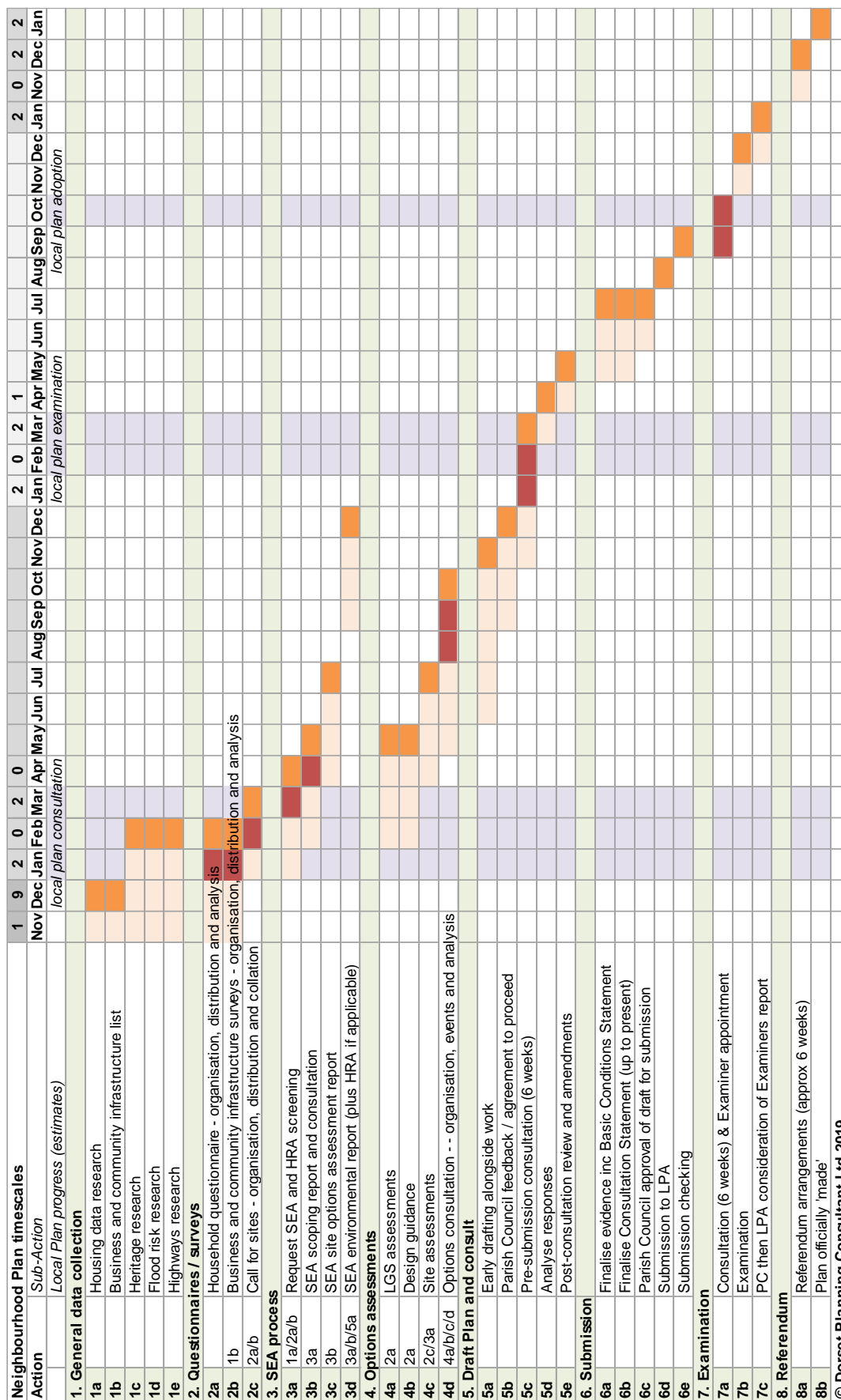
Step	Needs	Task
		<p>establish evidence of</p> <ul style="list-style-type: none"> → existing premises capacity → customer base (local / tourist / internet-based) → staff base (number employed) → planning issues / concerns (including ease of recruiting, broadband / mobile phone coverage, and transport / parking) and → future expansion / development needs <p><i>Suggest direct approach / interview to maximise responses (keep records of what was done and key outcomes for consultation statement) – examples available from other Neighbourhood Plans</i></p>
2c	2a/b	<p>Publicise call for sites locally (given limited available options in the HELAA) – ideally once need for land (including other uses) is more clearly established in order to manage expectations and site suggestions.</p> <p><i>Suggest direct approach to main landowners plus local advertising, allow minimum of 4 week survey period to maximise responses (keep records of what was done). Plot sites and potential land uses on mapping software.</i></p>
		3. SEA (Strategic Environmental Assessment) process
3a	1a/2a/b	<p>Request SEA and HRA (Habitat Regulations Assessment) screening based on identified amount and type of development required (ie land-use requirements for the plan)</p> <p><i>South Somerset District Council provide some support for this – however they will need a reasonable idea of scale of development planned and possible locations.</i></p>
3b	3a	If SEA screening is positive, draft / commission SEA scoping report and undertake SEA scoping consultation (5 week minimum)
3c	3b	<p>SEA site options assessment report (can be done as part of 3d or in advance)</p> <p><i>Likely to require additional technical support depending on SEA scoping, but heritage impact assessment and ecology surveys often needed for preferred sites that may be allocated.</i></p>
3d	3a/b/5a	SEA environmental report (plus HRA if applicable)
4		4. Options assessments
4a	2a	Carry out local green space assessments and contact site owners
4b	2a	Carry out 'good design' assessments (based on review of identified 'good' examples and Conservation Area appraisal) / draft or commission design guidance
4c	2c/3a	Carry out / commission site assessments (check SEA scoping issues covered)
4d	4a/b/c/d	<p>Carry out options consultation to select appropriate sites for inclusion in the plan and check other selections (green spaces, design ideas etc.)</p> <p><i>Suggest 2 drop-in events spaced over at least 2 weeks plus on-line information. Questionnaire-based returns. (keep records of what was done and key outcomes for consultation statement)</i></p>
		5. Plan drafting onwards (see spreadsheet)

6.2 Anticipated progress this financial year (2019/20) would include the completion of the main evidence-gathering surveys, and initial work on the Strategic Environmental Assessment (this is likely to be needed given the potential level of development, but will not be confirmed until a screening decision is made). Consultation on the Local Plan is likely to be early 2020, and the evidence may also provide useful data to feed into the Local Plan review.

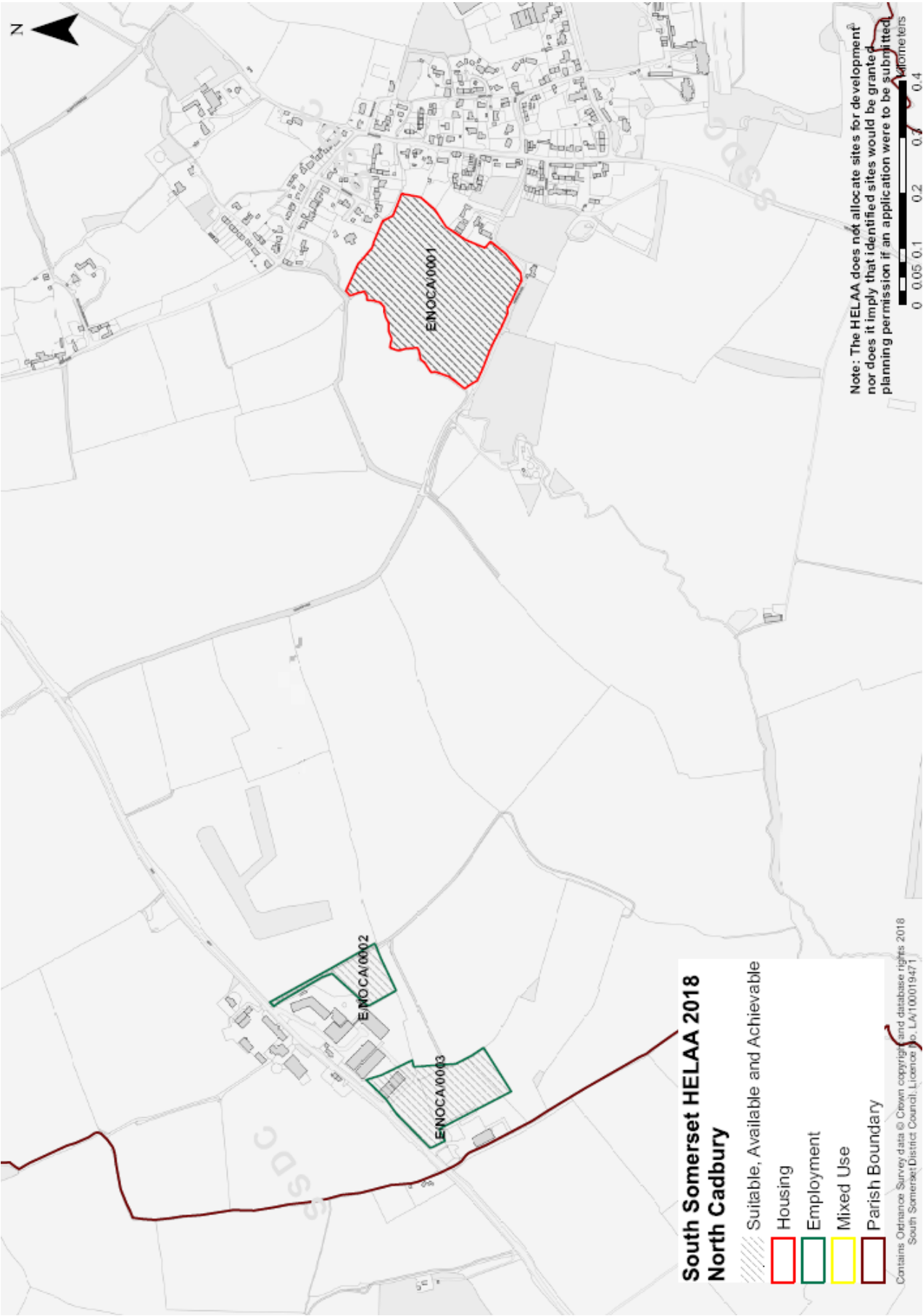
6.3 It is therefore suggested that a grant application is made for consultant support to work with the Neighbourhood Plan Group on the above tasks, , the technical support package on housing need assessment. together with funding to cover any anticipated costs in relation to

venue hire, printing and distribution of surveys, survey software such as Survey Monkey (particularly if looking to provide online options) and mapping software (such as Parish Online).

PROJECT PLAN - TIMELINE



APPENDIX 1: SOUTH SOMERSET HELAA 2018



South Somerset Housing and Employment Land Availability Assessment - Site Assessment Form

1. GENERAL SHLAA year 2018 **Site Ref No** E/NOCA/0001/ **Entered** 03/02/2016 **ID** DC **Parish** North Cadbury **Settlement** Rural Settlement **Site Name** Land at Ridgeway Lane **Street Address** Ridgeway Lane, North Cadbury **Postcode** BA22 7DF **Easting** 363210 **Northing** 127537

Additional details e.g. BMV ALC grade, Landscape Appraisal category, any other constraints
Flood Zone 3 (Western edge along river).
Monarchs Way footpath and other footpaths cross the site.
Yeovilton Safeguarding Zone works over 91.4m in height

2. SITE CATEGORISATION
Within dev area/settlement ☐ **DOG** ☐ **Allocation** ☐ **Edge of settlement** ☐ **Edge of business park** ☐ **Countryside** ☐ **Bad neighbour?** ☐ **Boundary Treatment** Trees and hedges **Surrounding land uses** Countryside to the south and west. Residential to the north and east.

3. DESIGNATIONS AND CONSTRAINTS
Site Topography Flat

Category 1:
SPA ☐ **Historic Park and Garden** ☐ **Flood Zone 3** ☐ **Ancient Woodland** ☐ **Archaeological site of National Importance** ☐ **Conservation Area** ☐ **TPO trees** ☐ **BMV Agricultural Land** ☐ **Adjoining LB / within curtilage of LB** ☐ **Landscape study** ☐ **County Geological Site** ☐ **Potentially Contaminated Land** ☐ **Area of High Archaeological Potential** ☐ **Allotment** ☐ **Airfield Safeguarding Area** ☐ **Mineral Safeguarding Area** ☐

Category 2:
Derelict Land ☐ **Car park** ☐ **Gas pipe consultation zone** ☐ **Area of High Archaeological Potential** ☐ **Allotment** ☐ **Airfield Safeguarding Area** ☐ **Mineral Safeguarding Area** ☐

4. PLANNING HISTORY
Site has Planning Permission? ☐ **Planning Application Number** ☐ **Planning application site details** ☐

5. OWNERSHIP
Ownership Private sector one owner **Proposed Use** Housing, plots for self-build, Care home/older persons dwellings - number of dwgs not stated

6. UTILITIES
Water ☐ **Sewerage** ☐ **Gas** ☐ **Electricity** ☐ **Broadband** ☐

7. INFRASTRUCTURE AND PROXIMITY TO SERVICES
Access details ☐ **Site has road frontage and existing vehicular access. No pavement. 2018 - Ridgeway Lane is sunken in parts, very narrow and is unsuitable for access to the site. Alternative access could be gained from a comparatively recent development at Ridgeway, but this would require additional land. Ridgeway lane could however then become a 'green lane'. Settlement well served with community facilities.**

8. DELIVERABILITY / DEVELOPABILITY / VIABILITY
Is this site suitable? ☐ **Is this site available?** ☐ **Developable Area** 2.36 **Estimated Yield @ 30 dph** 71 **Housing (ha)** ☐ **Landowner** ☐ **Panel Yield (final)** 71 **Yield - Housing** ☐ **Site Area ED (ha)** ☐ **Landowner ED (sqm)** ☐ **Panel ED (sqm)** ☐

Is the site deliverable? ☐ **Commence** 0-5 years **Is the site developable?** ☐ **Commence** 6-10 year **Commence** 11 years plus **Is this site achievable?** ☐ **Panel Comments** 2016: Reduce developable area and yield by about a third as part of site is in Flood Zone 3.
2018 - Amended delivery to take account of Revised NPPF definition

9. DELIVERABILITY / DEVELOPABILITY / VIABILITY
Is this site suitable? ☐ **Is this site available?** ☐ **Developable Area** 2.36 **Estimated Yield @ 30 dph** 71 **Housing (ha)** ☐ **Landowner** ☐ **Panel Yield (final)** 71 **Yield - Housing** ☐ **Site Area ED (ha)** ☐ **Landowner ED (sqm)** ☐ **Panel ED (sqm)** ☐

Is the site deliverable? ☐ **Commence** 0-5 years **Is the site developable?** ☐ **Commence** 6-10 year **Commence** 11 years plus **Is this site achievable?** ☐ **Panel Comments** 2016: Reduce developable area and yield by about a third as part of site is in Flood Zone 3.
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