

## **Hythe and Dibden Neighbourhood Planning Group**

*"Our neighbourhood, our future"*

The next meeting of the Hythe and Dibden Neighbourhood Planning Group will be held on Friday 24<sup>th</sup> March, 2017 at 10.30am at the Community Centre, Brinton Lane, Hythe.

### **ATTENDEES**

Cllr, Chris Harrison, Cllr Alex Wade, Cllr Graham Parkes, Cllr Jo Fowler, Cllr Trevor Johnson, Cllr Dan Poole, John Currin, Jean Adams/Peter Nutbeem, Nathan Ibbotson, Chris Kidd.

### **AGENDA**

#### **1.0 APOLOGIES**

#### **2.0 NOTES OF LAST MEETING**

To consider the notes of the meeting held on the Monday 27<sup>th</sup> February, 2017 (see Appendix 1)

#### **3.0 PLANNING CONSULTANT AND PROJECT PLAN**

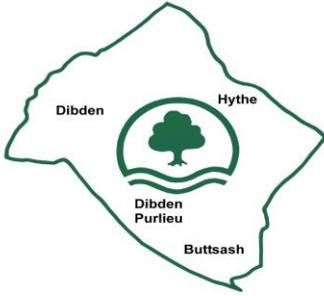
- a. Chairman to brief group on the initial meeting with the Planning Consultant
- b. Chairman to brief group on the project plan (see Appendix 2)

#### **4.0 AIMS AND OBJECTIVES**

Group to consider and agree the draft aims and objectives (see Appendix 3)

#### **5.0 DATE OF NEXT MEETING**

To be agreed at the meeting



## **Hythe and Dibden Neighbourhood Planning Group**

*"Our neighbourhood, our future"*

Notes of the meeting of the Hythe and Dibden Neighbourhood Planning Group held on Monday 27<sup>th</sup> February, 2017 at 10.30am in the Community Centre, Brinton Lane, Hythe.

### **ATTENDEES**

Cllr, Chris Harrison, Cllr Graham Parkes, Cllr Jo Fowler, Cllr Dan Poole, John Currin,

### **5.0 APOLOGIES**

Peter Nutbeem, Candy Huxham, Chris Kidd

### **6.0 NOTES OF LAST MEETING**

The notes of the meeting held on the 9<sup>th</sup> January, 2017 were agreed

### **7.0 RESULTS OF THE CONSULTATION DAYS**

The Group reported that these were enjoyable and that there was an interest in most of the items on the Boards by those that attended the four events over the four days. The notes below relate to comments made at the time. It could be considered that there are no adverse comment then there is support for the ideas and plans presented at the consultation.

#### **7.1 Transport and Infrastructure**

- Mousehole Lane/Atheling Road parking issues were identified as relating to staff parking of the sorting office. It was felt that the sorting office should be relocated to an industrial area. A number of people walk to the sorting office but owing to the area that it covers it was felt that an out of centre location is appropriate. In the short term residents only parking should be investigated.
- Clerk to try to obtain the data for number of items that are collected
- Short term issue to be referred to RevitalHythe
- Possibility of one way system in Mousehole Lane needs to be investigated with HCC – refer to RevitalHythe
- Dropped kerbs to be audited – refer to RevitalHythe
- Wheelchair and buggy safe routes to be investigated – refer to RevitalHythe
- Crossing points at Dibden Purlieu to be investigated along with pavement camber – refer to RevitalHythe

- All housing and business developments must provide appropriate parking for the size of properties
- Footpath along Roman Road to be continued north of Beaulieu Road – whilst we recognise the suggestion is in Denny Lodge it will be of benefit to the residents of Hythe and Dibden
- Need to look at safe walking routes especially Tesco – Fawley Road that has no safe pedestrian, cycle and buggy routes
- The footpath proposals for Fernhill were accepted as proposals by the community
- In the interests of road safety additional cycleways are required. This is especially true where those cycleways would provide safe access to all schools.
- Cycleways/Footway which requires prioritisation is:
  - One to link Hardley to Claypits Lane via Hardley Lane and Roman Road. This is partially complete but needs two new sections at Butts Ash and Roman Road North.
  - In addition the cycle route down Frost Lane is in serious conflict with the narrow rural road being used as a heavy goods route to the Marine Park and Hythe. It is uncertain how this could be attained but a realistic evaluation is required.

### **The Marsh**

- The area of the Marsh needs to be looked at in detail. There are many options that it is appropriate to highlight the area for future intensive consultation/technical work
- It is recognised that there are general safety concerns re traffic and pedestrians
- Either a one way system or closure to all traffic except buses and taxis is preferred.
- The reversal of the one way section of Pylewell Road should be considered together with a design for a turning area at the bottom of School Road.
- Consultation has demonstrated a wish to see improved layout of the Marsh

### **The Pier Approach**

- The Pier Approach is a major transport interchange for Hythe but is badly designed and the relationship between buses, taxis, delivery vehicles and private cars makes it potentially very dangerous for users as well as the constant source of traffic blockage in this area.
- Major improvements are required in this area to remove as many buses and taxis, which are currently waiting in this area to a minimum. This can be achieved by utilising the forecourt in front of the quay wall and Hotspur House, together with a taxi call system and waiting place away from the area.

- The area currently occupied by Hotspur House and the old coal merchant's buildings behind have long been defined as being suitable for redevelopment.
- New Forest District (outside the National Park) Local Plan Part 2: Sites and Development Management Adopted April 2014
- Policy HYD4: Hythe Town Centre Opportunity Sites
- The following sites are identified as possible 'Town Centre Opportunity Sites'. Proposals for development or redevelopment on these sites should be primarily for the uses indicated below:  
Policy No. HYD4.2  
Site address Pier Head buildings  
uses: Retail/office/community/entertainment.  
Where appropriate, supplementary planning guidance will be produced to guide the development of these sites.

This guidance will probably follow **Hythe, A Conservation Area Appraisal** which states:

#### **4.3.2.3**

Buildings and features that relate to the original provision of the quay to the north of the Pier Head, and the original offices relating to the pier itself, should be retained.

*Note: The original offices are the building now occupied by Waterside Tours. There is only one building of merit behind the Quay which is the building with the curved roof which was built after 1881 but before 1894 to accommodate coal delivered to the quay, Other buildings were ancilliary to the coal business or later erections at the end of the quay to provide facilities for repairing the ferry vessels.*

It does however state at **4.5.2.2 & 3**

In the event that redevelopment is sought in the area of Hotspur House and the Pier Head, new building should be generally of two storeys with isolated elements of three storeys. In addition no development should be undertaken that threatens the dominance in the skyline of the conservation area. And in views of Hythe from Southampton water, of the former Drummond Arms

- What is proposed for the site between the Quay, Prospect Place, Prospect Green and Southampton Water is a single building with a maximum of two floors. The ground floor will provide:  
A permanent exhibition space to illustrate Hythe' maritime links with special respect to Shipbuilding, Hythe Ferry and Hythe Pier.  
A multi-use auditorium with a performance facility  
A ticket facility for the Ferry.  
A waiting room for travellers and public toilets accessible from inside and outside of the building.  
A café with the opportunity to use part of the Quay for additional tables.

A Hythe Tourism and Information facility.

The whole space around the building, extending to the water's edge, will be publically accessible at all times with an open aspect direct link to Prospect Green.

The second floor would be available for office accommodation preferably for existing users of the current buildings.

The provision of a link to the Promenade would be incorporated in the development preferably at ground level if there is a feasible technical design to isolate the electrical train supply rail from pedestrians or at first floor level with graded ramps and internal access.

*(HYD8.1 (HY/T/47 and 48): Pier Head bus/ferry interchange improvements and pedestrian link between the Pier Head and the Promenade.)*

### **Sizer Way**

- There are serious historic concerns re safety along Claypits Lane
- There was support for the former proposed Sizer Way principle to be re-introduced and made a protected route as part of the general amendment of planning in this area
- This opens up the sites for new affordable housing and allotments

### **7.2 Flooding**

- Need to look at what is happening and provide a sensible pedestrian route in Shore Road relative to the culvert area
- Groynes at Prospect Place need to be more permanent with the defence raised to a more appropriate level that will protect the Village
- From Frost Lane level crossing to the Marine Park – need to raise the road level to also act as a bund
- In order to minimise the tidal flooding in central Hythe from overtopping in Prospect Green and Shore Road it is proposed that remedial action is undertaken as follows:

#### **Prospect Place**

- The existing sea defences to Prospect Green in Prospect Place should be replaced with a more permanent and non-impermeable wall to a height in keeping with expected increases in tidal heights in the near future. The current retention wall height is approximately 2.7m in height with the enhanced grassed area behind ranging in height from 2.7 to 3.0m. The height of the new wall should not, however, eliminate the view from the houses and Prospect Place to the major part of the river scene. A height of 3.1m is therefore advised as being suitable.
- This defence should extend behind no 16 Prospect Place (Sea View) to the sluice which allows the West Street Stream to flow into the river. This would negate any potential of tidal flow bypassing the new Prospect Green defensive wall.

- Any development of the Pier Approach area should have a basal height of at least 3.1m, currently in the region of approximately 2.8m, and a floor height of 4.3m.

### **Shore Road.**

- Shore Road near the Sea Scout Hut is only 2.3m above Ordnance Datum and in severe weather conditions sea water can reach as far north as Dominy Close. If the existing road was increased in height to 3.1 m this would prevent flooding in Shore Road **if** additional measures were also undertaken within the Marine Park where the highest internal level is approximately 2.9m.
- The heights suggested are to ensure reasonable protection in the foreseeable future whilst taking into account the wish to maintain an open aspect when looking both in and out of the village from both the public and private domain.
- A footway and cycleway should be provided at the same time as the enhancement.
- General condition of riverine drainage and what can be done to improve current deficiencies in pipe condition, gully cleansing etc.

### 7.3 Housing

- Local concerns re the field accessed through Mountfield do not make this a suitable housing area for inclusion in the Plan

### 7.4 Railway

- The railway line should be protected and preserved to allow future development of this as a passenger transport link

### 7.5 Graveyard

- Space is running out
- Woodland burial space would be well received
- With the closure of the only burial ground within the parish within the next year or two a new burial ground should be provided within the Parish to meet the social and emotional needs for local residents. Subject to the provision of suitable drainage an area behind the closed St John's overflow grave yard in Main Road, Dibden should be utilised for the purpose of normal interments, ashes interments and woodland burials.

### 7.6 Hythe Pier

- Community would like to see this preserved and to be available for public transport

## APPENDIX 2

<b>Hythe &amp; Dibden Neighbourhood Plan - project plan DRAFT 6.3.2017</b>				
<b>Task</b>	<b>Who by</b>	<b>Notes</b>	<b>time (indicative)</b>	
<b>A Getting started</b>				
<b>1</b>	Scope aims for neighbourhood plan - decide whether producing a neighbourhood plan is the right tool	HDPC	completed	
<b>2</b>	Discuss intentions with the local planning authority	HDPC	completed	
<b>3</b>	Publicise intention to produce a neighbourhood plan within the area, identify and contact key local partners	HDPC	completed	
<b>B Define neighbourhood area</b>				
<b>1</b>	Decide on proposed boundary for the neighbourhood area	HDPC	completed	
<b>2</b>	Prepare formal neighbourhood area application	HDPC	completed	
<b>3</b>	Submit neighbourhood area application to the local planning authority	HDPC	completed	
<b>4</b>	Formal publicity on neighbourhood area application	HDPC	completed	
<b>5</b>	Local planning authority issue their decision notice (milestone)	NFDC/NPA	completed	
<b>C Apply for neighbourhood forum status</b>			n/a	
<b>D Plan preparation</b>				
<b>1</b>	Initial community engagement	HDPC	completed Feb 2017	
<b>2</b>	Analyse community engagement	HDPC	SB to write summary report of outcomes	

<b>3</b>	Develop and analyse evidence base (review existing evidence base, identify gaps, compile new evidence)	HDPC (NW)	(see Note 1)
<b>4</b>	Identify vision for the neighbourhood area, prioritise issues and develop objectives	HDPC (NW)	(see Note 2) SB to write initial draft for discussion with NW
<b>5</b>	Send introductory letter to NFDC and NPA advising that we will shortly require their support and advice, and seeking confirmation in principle that this will be available.	HDPC	Ask NFDC and NPA to confirm to what extent they will be working jointly rather than separately
<b>6</b>	Write statement for LPAs outlining proposed aims and objectives, any housing proposals 10 or more, policy areas and issues being addressed, working arrangements, decision-making, indicative timetable	NW	(based on D4 above)
<b>7</b>	Issue statements to NFDC and NPA with a second letter requesting technical advice & assistance, and asking for initial advice on need for specialist technical appraisals	HDPC	Letter to include formal request that post-Examination, if the LPAs wish to modify the Plan they advise the parish before doing so (even though there appears to be no legal obligation for them to do so)
<b>8</b>	LPA confirms offer of technical advice/ assistance and makes available evidence, mapping data, planning & environmental information in accordance with agreed protocols	NFDC/NPA	NFDC support protocol is on its website - check if NPA has similar
<b>9</b>	Determine what specific mapping data and other information is required and formally request LPA to provide	HDPC + NW	In part may be included in "second letter" and in part will emerge as draft plan is being written so likely to involve multiple requests at different stages
<b>10</b>	Write initial rough draft plan (policies, proposals, justification)	NW	(see Note 3)
<b>11</b>	Review of initial draft by internal Planning Group	HDPC	
<b>12</b>	Refinement of initial draft in response to input from Planning Group	NW	
<b>13</b>	Send updated initial draft to NFDC/NPA with request for informal feedback and any specific questions requiring answers	HDPC + NW	Check with NFDC/NPA how much time they would need, but assume not less than 2-3 weeks

14	Meet with LPA(s) to obtain informal comments and advice on policy approaches, sustainability appraisal, reviews draft policies	HDPC + NW	Assume will require a meeting with NFDC and a follow-up letter from them confirming advice, and possibly same for NPA
15	Review evidence base with LPA to ensure it is sufficiently robust to support proposed policies and proposals	HDPC + NW	as above
16	LPA requested to confirm advice on need for technical appraisals such as SEA, HRA, EIA, Flood Risk etc	HDPC + NW	as above
17	Receive follow-up letter from LPAs formally confirming advice	NFDC/NPA	
18	Review of LPA advice by Planning Group	HDPC	(+ NW input?)
19	Update text of draft document in response to LPA advice and client instructions	NW	
20	Update associated maps/photographs if necessary	HDPC	In-house team should be able to do this
21	If technical appraisals are required, contact appropriate specialists and arrange for any necessary work to be undertaken	HDPC (+NW?)	Potentially significant time and resource implications. Key point will be to establish whether existing EA data is sufficient to cover flood risk requirements
22	Assess draft plan against the basic conditions	NW	(see Note 4) unknown
23	Agree process for formal pre-submission publicity and consultation - consultation and engagement strategy	HDPC	
24	Agree format of consultation draft plan (accessibility, hard copy format, online format, level of DTP input)	HDPC	Graphics/DTP assistance from Kevin Holmes at NFDC may be available. Links to videos could be included on website version
25	Final pre-submission editing and proof-reading	NW	
<b>E</b>	<b>Pre-submission consultation and publicity</b>		(Formal 6 week consultation and publicity on the draft plan)
1	Prepare plan document for online and hard copy publication	HDPC	DTP formatting, mapping, photography, online file sizes, video links, etc
2	Consult those who live / work / do business in the area	HDPC	

c/o Hythe and Dibden Parish Council, The Grove, 25 St. John's Street, Hythe, SO45 6BZ

<b>3</b>	Consult the statutory consultation bodies	HDPC	
<b>F Consider responses to consultation</b>			
<b>1</b>	Review responses to consultation	HDPC	
<b>2</b>	Agree what changes are appropriate and necessary	HDPC	(+ NW input?)
<b>3</b>	Amend text of draft plan in light of responses	NW	
<b>4</b>	Update maps and photographs as necessary	HDPC	
<b>5</b>	Finalise basic conditions statement	NW	(see Note 4)
<b>6</b>	Prepare consultation statement	NW	(see Note 5)
<b>7</b>	Confirm format of submission draft plan and any associated documents	HDPC	Format may be the same as for the consultation draft
<b>8</b>	Final editing and proof-reading of draft plan	NW	
<b>G Submit plan to local planning authority for examination</b>			
<b>1</b>	Submit draft plan and associated documents to local planning authority for examination (including basic conditions statement and consultation statement)	HDPC	Assume needs to be submitted individually to both NFDC and NPA, unless there has been prior agreement that one authority will act for both
<b>2</b>	Local planning authority organises formal publicity of the Plan	NFDC/NPA	Formal 6 week publicity organised by the LPA(s)
<b>H Independent examination</b>			
<b>1</b>	Independent examiner is appointed	NFDC/NPA	Assume NFDC and NPA will agree between which authority will take the lead and that there will be only one Examination
<b>2</b>	Independent examination	NFDC/NPA	
<b>3</b>	Local planning authority receives examiner's report	NFDC/NPA	

4	Local planning authority considers examiner's recommendations, if appropriate the Plan is modified and a decision statement is issued by the local planning authority stating whether plan can or cannot proceed to referendum	NFDC/NPA	LPA appears to have the right to modify in the light of the examiner's report without any obligation to agree changes with the parish council
5	Publish modified Plan	NFDC/NPA	
<b>J Referendum</b>			
1	Responsible authority organise referendum (including publicising the referendum)	NFDC/NPA	
2	Preparation for referendum	NFDC/NPA	
3	Referendum takes place	NFDC/NPA	
<b>K Formal making of the plan</b>			
1	If referendum is successful the local planning authority formally 'makes' the plan	NFDC/NPA	

**NOTES Planning Aid further information**

Note 1 - "Proportionate evidence" resource

Note 2 - "Vision and objectives" resource

Note 3 - "Structuring the plan" and "Writing policies" resources

Note 4 - "Basic conditions" resource

Note 5 - "Consultation statement" resource

## APPENDIX 3

### Hythe and Dibden Neighbourhood Plan

The Neighbourhood Plan has been put together to achieve the aims identified by the community. These aims have been identified after listening to the views of the community and evidencing the need and the priorities. The community has had the opportunity to contribute to this plan which has drawn together the consultation and development work of the Neighbourhood Planning Group and agreement of the aims listed below:

1. To provide suitable housing opportunities for the local community
2. To seek opportunities for landscape, recreational and ecological enhancement and preservation whilst minimising environmental impact resulting from development
3. To reduce pollution and congestion
4. To secure and support existing and new transport provision as an alternative to the use of private vehicles for commuting journeys
5. To provide the recognised community services for the local community
6. To reduce the likelihood and impact of flooding through coastal and riverine flooding
7. To reduce crime, anti-social and nuisance behaviour
8. To enhance the prospects for employment locally

Aim	Objective
<b>To provide suitable housing opportunities for the local community</b>	<ul style="list-style-type: none"> <li>• To provide new housing of up to 3 bedrooms per unit to meet local needs</li> <li>• To provide substantial affordable new housing</li> <li>• To provide a mix of housing types including suitable downsizing properties for local residents to retire to and for young families, couples and single people to start their first home</li> <li>• To ensure that all new development is of a high standard and quality design, built to sustainability standards and that contributes and enhances local distinctiveness</li> <li>• To restrict all new developments to less than 10 units</li> <li>• To enable an amount of preferential access for people with strong local connections to new developments</li> <li>• To ensure the design of new buildings allows realistically priced utilisation of roof space for further accommodation</li> </ul>

Aim	Objective
<b>To seek opportunities for landscape, recreational and ecological enhancement and preservation whilst minimising environmental impact resulting from development</b>	<ul style="list-style-type: none"> <li>• To protect and enhance the parish open spaces whilst enabling an opportunity for boundary housing development of smaller spaces adjacent to the open space</li> <li>• To protect, enhance and conserve the SSSI, European Zones, the Waterside landscape, the National Park and the rural landscape</li> <li>• To protect and enhance the historically fabric of the Parish, in particular the historic heartlands of the communities within the Parish</li> <li>• To protect and enhance the heritage of the Parish</li> <li>• To use the land in an efficient manner</li> </ul>

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Aim	Objective
<b>To reduce pollution and congestion</b>	<ul style="list-style-type: none"> <li>To design new developments so as not to exacerbate current congestion, parking and road safety issues</li> <li></li> </ul>

Aim	Objective
<b>To secure and support existing and new transport provision as an alternative to the use of private vehicles for commuting journeys</b>	<ul style="list-style-type: none"> <li>To ensure the protection of the existing rail route and track to Totton and the provision of suitable Park and Ride infrastructure and platform access so that, subject to viability, a rail/tram link to Southampton can be provided</li> <li>To ensure the protection of the Pier and associated structures in order to sustain the ferry link to Southampton</li> <li>To ensure sensible provision at the Pier Approach and elsewhere in the Parish to ensure the safe access to the public</li> <li>To ensure the provision of new cycleways and footpaths giving safe and sensible routing for all the community</li> <li>To design footpaths and cycleways to high standard and at gradients that are realistic for all users and utilise as direct a line as feasible not following current highway provision</li> <li>To eliminate pinch points and areas that cause delays in the current road layout</li> <li>To safeguard access for pedestrians and motorists to the proposed railway halt in central Hythe and provide additional parking in that location</li> <li></li> </ul>

Aim	Objective
<b>To provide the recognised community services for the local community</b>	<ul style="list-style-type: none"> <li>To provide further opportunities for food sustainability and biodiversity</li> <li>To provide the recognised need of local residents for additional space for burial of the deceased within environments that are environmentally enhancing</li> <li>To provide additional recreational space and housing development space to the north of Claypits Lane limited by the alignment of the former Sizer Way phase 3</li> <li>To preserve important community assets</li> </ul>

Aim	Objective
<b>To reduce the likelihood and impact of flooding through coastal and riverine flooding</b>	<ul style="list-style-type: none"> <li>To ensure all proposals for housing and business premises in Zones 1 and 2 in the tidal flooding area have a baseline level at a minimum of 4.1 metres above ordnance datum</li> <li>To ensure the provision of coastal flood prevention measures to a constant height to protect the low lying areas of Hythe currently being flooded at periods of inclement weather and enhanced high tides</li> <li>To ensure the provision of suitable mechanisms to reduce the likelihood of riverine floodwater</li> <li>To ensure that all new build development is only consequent to a demonstration that current water removal systems are efficient</li> </ul>

Aim	Objective
<b>To reduce crime, anti-social and nuisance behaviour</b>	<ul style="list-style-type: none"> <li>• To ensure that all new development, regeneration and new build, and layout does not negatively impact of crime, asb and nuisance behaviour levels</li> <li>• To ensure that all new developments and regeneration provides adequate parking</li> <li>• To ensure that maintenance plans for new cycleways and footpaths are a condition of planning consent</li> </ul>

Aim	Objective
<b>To enhance the prospects for employment locally</b>	<ul style="list-style-type: none"> <li>• To seek the provision of suitable internet connections for business premises and home workers</li> </ul>