

Town Clerk | Swaffham Town Council

From: Rachel Leggett <swaffhamplan@gmail.com>
Sent: 04 June 2019 08:16
To: Town Clerk | Swaffham Town Council
Cc: Judy Anscombe; Colin Houghton; Susan Heinrich; Wood, Simon; Darcy, Andrew
Subject: Re: Newly published decision: Swaffham Neighbourhood Plan - Making (adoption) of the Swaffham Neighbourhood Plan

Dear Richard
I will leave Susan to advise on whether Breckland want any printed copies. On other Plans Town/Parish Council have printed about 50, so each of the Councillors has one, they are available for use at Planning Committee meetings and there is a supply for new Councillors over the next 20 years. I'd also appreciate one if possible.
Thank you.
Rachel

Rachel Leggett

Project Manager, Swaffham Neighbourhood Plan

07947 615335

swaffhamplan@gmail.com

Office hours: 9am-3pm

On 4 Jun 2019, at 08:01, Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk> wrote:

Dear Rachel,

I will check with the Town Council at their meeting next Wednesday on the number that they wish to have printed. I am assuming that there are some statutory bodies that we need to send copies to, plus having some for our own use within the Town Council Planning Committee and possibly Steering Group members etc. What is the average number that other Parishes/Towns get printed?

Best regards,

Richard Bishop
Town Clerk

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Swaffham Town Council, Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ
Tel **01760 722922** Fax **01760 720469** www.swaffhamtowncouncil.gov.uk

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From: Rachel Leggett <swaffhamplan@gmail.com>
Sent: 03 June 2019 13:41

To: Judy Anscombe <judy.anscombe@btinternet.com>; Colin Houghton <colin@houghton789.plus.com>; Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>
Cc: Susan Heinrich <Susan.Heinrich@breckland.gov.uk>; Wood, Simon <Simon.Wood@breckland.gov.uk>; Darcy, Andrew <Andrew.Darcy@breckland.gov.uk>
Subject: Re: Newly published decision: Swaffham Neighbourhood Plan - Making (adoption) of the Swaffham Neighbourhood Plan

Dear Richard, Colin and Judy
cc Susan, Simon and Andy

I've just spoken to Andy (Planning Policy Manager). No further changes are to be made to the Neighbourhood Plan, it will remain the 'Referendum Version'. We are therefore in a position to get it printed.

Many thanks.
Rachel

Rachel Leggett
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On 31 May 2019, at 10:35, Darcy, Andrew <Andrew.Darcy@breckland.gov.uk> wrote:

Dear Rachel

Thank you for your email

It has consistently been the Policy of Breckland Council not to make any changes to Neighbourhood Plans after a successful referendum. The 'made' Plan is the version that was submitted for examination and then following appropriate modifications to referendum. I am of the view that the most appropriate place for details of the referendum is on the website as part of any preamble text to the Plan with links to the document itself on the same page. Details referring to this and the other key milestones in the Plan's progress are on the Breckland website. If you wish for additional information to be added (such as the result of the referendum) then I would be happy to accommodate this.

Now that the Neighbourhood Plan is now 'made' and the call-in period has expired, the plan the website has been updated as follows:

<https://www.breckland.gov.uk/article/4295/Swaffham-Neighbourhood-Plan->

For clarification I can confirm that the appropriate changes will be made to the Breckland Local Plan policies map.

As previously advised, no further changes are required and therefore this wraps up the work on this version of the Neighbourhood Plan.

Although I am new to this Council I understand how much work is involved in preparing a Plan and would like to congratulate you and your colleagues, the working group and the Town Council on the successful completion of this work.

Regards

Andy D'Arcy
Planning Policy Manager

Breckland Council, Elizabeth House, Walpole Loke, Dereham, Norfolk, NR19 1EE
Tel: 01362 656870
DDI: 01362 656239
Mobile: 07901873599
E-Mail: Andrew.Darcy@breckland.gov.uk
Website: www.breckland.gov.uk

From: Rachel Leggett <swaffhamplan@gmail.com>
Sent: 29 May 2019 14:27
To: Heinrich, Susan <Susan.Heinrich@breckland.gov.uk>
Cc: Richard Bishop <townclerk@swaffhamtowncouncil.gov.uk>; Darcy, Andrew <Andrew.Darcy@breckland.gov.uk>;
Wood, Simon <Simon.Wood@breckland.gov.uk>
Subject: Re: Newly published decision: Swaffham Neighbourhood Plan - Making (adoption) of the Swaffham Neighbourhood Plan

Dear Susan

Please can we have a response to this email. We are keen to wrap up the project and get the made version of the Plan to the printers.

Thank you.

Rachel

Rachel Leggett

Project Manager, Swaffham Neighbourhood Plan

07947 615335

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Office hours: 9am-3pm

On 24 May 2019, at 20:51, Rachel Leggett <swaffhamplan@gmail.com> wrote:

Dear Susan

Thank you for your reply.

Are you going to make the change you refer to in item 4? I am concerned about formatting of the word document. If you wish me to do it, please email me the map and I will insert it.

My email on 20th May said (in *italics*):

There is no suggestion that we would make any changes to policies within the Plan. Any changes would be purely to aid the reader over the next 17 years of the life of the Plan. The next task is to print the final version of the Plan for Town Councillors.

Suggested changes would be:

- *Front cover to say 'Final version, adopted May 2019'*
- *Para 1.4, to reference that it is now adopted*
- *Para 1.9, change the tense and put in the referendum result*

This would not require any further expenditure by the Town Council.

These are all changes I've made to other Neighbourhood Plans I've worked on. I believe this is good practice and aids the reader over the Plan period.

I look forward to hearing from you. We are keen to wrap up the project and get the made version of the Plan to the printers.

Thank you.
Rachel

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On 24 May 2019, at 17:08, Heinrich, Susan <Susan.Heinrich@breckland.gov.uk> wrote:

Rachel,

Item 4 relates to work for Breckland Council which involves updating the district policies map so it contains any designations that are included in the 'made' Swaffham Neighbourhood Plan.

I am not clear about what further response you need about further changes to the Plan, as they have already addressed in my emails of the 2nd and 14th May – e.g. that we will not be making any further changes to the plan now it has been 'made' by the Cabinet. It will be this version of the Plan that will be going onto the Swaffham NP website by the end of next week.

Regards
Susan

From: Rachel Leggett [<mailto:swaffhamplan@gmail.com>]
Sent: 22 May 2019 12:26
To: Heinrich, Susan
Cc: Richard Bishop
Subject: Re: Newly published decision: Swaffham Neighbourhood Plan - Making (adoption) of the Swaffham Neighbourhood Plan

Dear Susan
cc Richard

Richard kindly sent through the email below yesterday. Please can you clarify what is meant by number 4. Also, we still require a reply to the email I sent last week.

Thank you.
Rachel

Rachel Leggett
Project Manager, Swaffham Neighbourhood Plan
07947 615335
swaffhamplan@gmail.com
Office hours: 9am-3pm

On 21 May 2019, at 16:13, Town Clerk | Swaffham Town Council
<townclerk@swaffhamtowncouncil.gov.uk> wrote:

Hi Rachel,

Congratulations the Neighbourhood Plan is “made”, see the decision below from the Cabinet meeting this morning.

Best regards,

Richard Bishop
Town Clerk

<image001.jpg> <image002.jpg> <image003.jpg>

Swaffham Town Council, Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ
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From: Teresa Smith <teresa.smith@breckland.gov.uk>

Sent: 21 May 2019 13:20

Subject: Newly published decision: Swaffham Neighbourhood Plan - Making (adoption) of the Swaffham Neighbourhood Plan

A decision by Cabinet has been published: Swaffham Neighbourhood Plan - Making (adoption) of the Swaffham Neighbourhood Plan

Decision:

It was **AGREED**:

- 1) 1) That the Swaffham Neighbourhood Plan, as written at the time of the referendum, is “made” as part of the statutory Development Plan for Breckland Council, as required by paragraph (4)(a) of section 38A of the Town and Country Planning Act (Option1)
- 2)
- 3) 2) To publish this decision as required by paragraph (9) of section 38A of the Town and Country Planning Act;
- 4)
- 5) 3) To advise Swaffham Town Council and any other prescribed persons about this, to meet the requirements of paragraph (10) of section 38A of the Town and Country Planning Act;
- 4) To amend the Breckland district policies map to meet the requirements of paragraph 9 Town and Country (Local Planning) (England) Regulations 2012.

You can view this decision using the link: [Decision details on public web site](#)

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