

**Appendix 3**  
**Meeting Notes**

## Uttlesford Local Plan - Meeting Notes

### Topic: Historic Environment

### Uttlesford District Council Offices

10am Friday 3<sup>rd</sup> July 2015

#### Attendees

Ben Cowell – National Trust, Regional Director

Ade Clarke – National Trust, General Manager

Richard Havis – Historic Environment Team

Tom Gilbert Wooldridge – Historic England

#### Uttlesford District Council

Hannah Hayden – Planning Officer

Sarah Nicholas – Senior Planning Officer

Martin Paine – Planning Policy Team Leader

Andrew Taylor – Assistant Director Planning and Building Control

#### Notes of the meeting (action points highlighted)

1. **English Heritage** now English Heritage now split into two, with Historic England the new public body sponsored by Department for Culture, Media and Sport performing regulatory functions in relation to planning. English Heritage now run as a charity, with a license to manage over 400 historic properties (including Audley End).
2. **Uttlesford Local Plan:** withdrawn in January following Inspector's report in December 2014. Restarting the process with high level approach to ensure that alternative options are considered to enable a properly justified plan. Starting with consideration of wide range of options for testing including a number of new settlement options, not limited to sites submitted by landowners and developers.
3. **Input to Local Plan process:** Options consultation planned for autumn 2015. Options for high-level comment, not preferred sites. Anticipate further detailed input from stakeholders including historic environment early in 2016 to consider Preferred Options. Iterative nature of plan preparation with increasing detail as initial options are gradually narrowed down and confidence increases in Preferred options.
4. **GIS mapped data inputs to Local Plan process:** UDC currently have listed buildings, conservation areas, Registered Historic Parks and Gardens, protected lanes, Scheduled Ancient Monuments, assets of community value.

5. **Approach to 'constraints' and use of mapped data:** Agreed that at this stage mapped data should be considered as a starting point for consideration rather than 'constraints', because this would depend on site-specific factors which are not known at this stage.
6. **Unmapped evidence/data:** includes qualitative information not mapped but nevertheless should be taken into account. For example the Historic Settlement Character Assessment (2007). Views especially of churches important but not mapped. It was agreed that consideration of these wider factors would be undertaken to inform the development of the Preferred Options in 2016, but not possible to go into this level of detail at this early Options stage.
7. **Hatfield Forest:** Site of Special Scientific Interest (SSSI) and National Nature Reserve (NNR) managed by National Trust. Difficult balance between access and conservation, with soil erosion and woodland edge habitat degradation due to increased visitor pressure. Concern that without intervention Natural England could downgrade SSSI status to unfavourable.
8. **Historic Airfields:** agreed that these would be considered in more detail later in 2016 as part of work on the Preferred Options. Aircraft hangers sometimes considered to be historic assets.

**The meeting ended at 11.30**

## Uttlesford Local Plan - Meeting Notes

**Topic: Natural Environment**

**Uttlesford District Council Offices**

**2pm Wednesday 8th July 2015**

### **Attendees**

Annie Gordon – Essex Wildlife Trust

Gemma Holmes – Place Services (Ecology team)

Emma Simmonds – Place Services (Ecology team)

Gordon Wyatt – Natural England

### **Uttlesford District Council**

Hannah Hayden – Planning Officer

Sarah Nicholas – Senior Planning Officer

Martin Paine – Planning Policy Team Leader

Notes of meeting

1. **Uttlesford Local Plan:** withdrawn in January following Inspector's report in December 2014. Restarting the process with high level approach to ensure that alternative options are considered to enable a properly justified plan. Starting with consideration of wide range of options for testing including a number of new settlement options, not limited to sites submitted by landowners and developers.
2. **Input to Local Plan process:** Options consultation planned for autumn 2014. Options for high-level comment not preferred sites. Anticipate further detailed input from stakeholders including historic environment early in 2016 to consider Preferred Options. Iterative nature of plan preparation with increasing detail as initial options are gradually narrowed down and confidence increases in preferred options.
3. **GIS mapped data inputs to Local Plan process:** UDC currently have mapped SSSI, National Nature Reserves, local wildlife sites, ancient woodlands and important woodlands.

The following additional data was suggested ...

- Living Landscapes
- Accessible Natural Greenspace
- Special Verges
- Historic Lanes
- Wildlife Sites Alert map

Maps should also show SSSI which fall in adjoining districts but adjoin the District boundary. **Action:** EWT to supply GIS data on Living Landscapes and Accessible Natural Greenspace; ECC to supply up to date GIS layer on special verges

4. **Approach to 'constraints' and use of mapped data:** Raising the issues discussed and the meeting about the Historic Environment it was similarly agreed that at this stage mapped data should be considered as a starting point for consideration rather than 'constraints' divided into absolute, medium and low, because this would depend on site-specific factors which are not known at this stage.
5. **Buffer zones to SSSI:** It was agreed that the buffer zones suggested by Natural England do not take into account context and impacts and do not need to be shown at this stage. However, more detailed consideration of specific impact pathways and potential mitigation measures would be needed as potential locations for development begin to emerge.
6. **Air Quality Issues on the Natural Environment:** These generally arise from the airport (from aircraft and vehicles) and roads. Concerns are generally raised if a road is within 200m of a SSSI, although in practice this can reduce to 50m depending on the size and amount of traffic on a road.
7. **Water Quality and the Natural Environment.** The Council's existing Water Cycle Study would be an important source of information on this.
8. **Local Wildlife Sites:** Local wildlife sites in Uttlesford are generally small and evenly spread across the district. They are therefore the key reserve of biodiversity in the District. If wildlife linkages and corridors can be improved and/or created between Local Wildlife Sites this would enhance the biodiversity of the District.
9. **Hatfield Forest:** Similar concerns about damage to the forest from visitors accessing from Flich Way were raised as at the meeting on the Historic Environment. The idea of safeguarding land around the Forest as future public open space to relieve the pressure on the historic forest was suggested.
10. **European Designated Sites.** Habitats Regulations Scoping Report (2012) indicated that there would be no discernible impact of development in Uttlesford on European designated sites such as Ramsar, Special Areas of Conservation or Special Protection Areas. Such areas on the Essex coast would be unlikely to be impacted, and Epping Forest and the Lea Valley sites are too far away. A new scoping report will be prepared to support the new Local Plan.
11. **Sustainability Appraisal Scoping Report.** Council will consult on scoping report including environmental criteria to be used to assess potential development locations in the emerging plan. Statutory consultees include

Environment Agency and Natural England. Essex Wildlife Trust to be added to list of consultees. Place Services are the Council's consultants on SA.