

Caroline Hansen

From: Sam Heynes
Sent: 03 October 2019 13:20
To: Caroline Hansen
Subject: FW: MSDC SHELAA Response by Cuckfield Parish Council

Hi Caroline

Can you please include this on the planning agenda for ratification of the costs?

Thanks.

Kind regards
Samantha Heynes
Parish Clerk
Cuckfield Parish Council



01444 451610
Out of hours mobile: 07932 444103
www.cuckfield.gov.uk

Office Hours:
Monday to Friday
10am – 2.30pm

Cuckfield Parish Council, The Queen's Hall, High Street, Cuckfield, RH17 5EL

The information contained in this email may be subject to public disclosure under the Freedom of Information Act 2000. Unless the information contained in this email is a request for information about the subject matter of this email. The views expressed within this email and any attachments are not necessarily the views or positions of the named addressee(s). If you are not the named addressee(s), any use, disclosure, copying, alteration or forwarding of this email and its attachments is unauthorized. If you have received this email in error, please contact 01444 451610 and remove this email and its attachments from your system. Steps are taken to minimise the risk of transmitting software viruses, but we advise you to remain responsible for any damage, loss or liability of any kind suffered in connection with this email and any attachments, or which may result from reliance on the content of this email.

From: t [REDACTED]
Sent: 01 October 2019 14:10
To: Sam Heynes <Sam.Heynes@Cuckfield.gov.uk>; Andy Burton <Andy.Burton@Cuckfield.gov.uk>
Subject: Re: MSDC SHELAA Response by Cuckfield Parish Council

Dear Sam

I have closely reviewed the latest Dropbox docs and Andy's email. I have amended the focus of the work to what I now understand to be the brief. I note from the Cuckfield housing numbers update that you are still awaiting the figures from MSDC - and I assume you are in a position to chase these as they form part of the case..

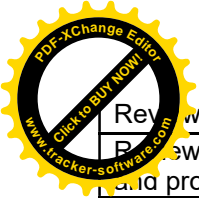
CNP6	Number of new dwellings on allocated sites completed	4	Manor Drive. Horsegrange dwellings.
CNP7	Number of new dwellings completed	?	Awaiting latest information

It would also be necessary to have cumulative completions since the beginning of the plan period.

Nor does the table appear to indicate extant planning consents which will also be required.

The refocused time estimate is not very different in terms of the overall time needed but there are a number of new documents to review highlighted by Andy and there is a greater focus on the output submission:

Task	Estimated hours
------	-----------------



Review of previous 2017 housing consultation submission	3
Review current housing delivery numbers for Cuckfield, against NP targets and projections	2
Review of MSDC District Plan Examiner's report, draft Site Allocations Development Plan; SHELAA, 2019, Methodology for Site Selection, housing allocation for Cuckfield in Settlement Category 2 and Parish PHLAA, 2019	15
Review developability of the Cuckfield Hanlye Lane site identified against SHELAA criteria and latest published NP PHLAA	4
(Review Sustainability Appraisal in relation to Appraisal of Reasonable Alternatives and Cuckfield SHELAA sites)	(6)
2. Advice to CPC Planning Committee on arguments for and against Hanlye Lane allocation – assume written advice rather than attendance of meeting	6
3. Preparation of draft CPC response to MSDC SHELAA public consultation by deadline including dialogue with Parish Council	8.5
Total	38.5 (+6)

38.5 hours (or 44.5 hours) @ £85/hr (excluding VAT and expenses)

I hope this now meets your expectations.

Best regards

Tony

-----Original Message-----

From: Sam Heynes <Sam.Heynes@Cuckfield.gov.uk>
 To: Andy Burton <Andy.Burton@Cuckfield.gov.uk>; [REDACTED]
 Sent: Tue, 1 Oct 2019 11:02
 Subject: RE: MSDC SHELAA Response by Cuckfield Parish Council

Dear Tony

Based on Andy's additional input below, please can you confirm the cost for you to undertake this task?

Kind regards
Samantha Heynes
 Parish Clerk
 Cuckfield Parish Council



01444 451610
 Out of hours mobile: 07932 444103
www.cuckfield.gov.uk
 Office Hours:
 Monday to Friday
 10am – 2.30pm

Cuckfield Parish Council, The Queen's Hall, High Street, Cuckfield, RH17 5EL

The information contained in this email may be subject to public disclosure under the Freedom of Information Act 2000. Unless the information contained in this email is legal information about the subject matter of this email. The views expressed within this email and any attachments are not necessarily the views or policies of Cuckfield Parish Council. If you are not the named addressee(s), any use, disclosure, copying, alteration or forwarding of this email and its attachments is unauthorised. If you have received this email in error, please notify the sender immediately. Steps are taken to minimise the risk of transmitting software viruses, but we advise you to carry out your own virus checks before accessing this email and any attachments. We do not accept liability for any damage, or which may result from reliance on the contents of this email and any attachments.

From: Andy Burton <Andy.Burton@Cuckfield.gov.uk>
Sent: 29 September 2019 23:43
To: [REDACTED] Sam Heynes <Sam.Heynes@Cuckfield.gov.uk>
Subject: Re: MSDC SHELAA Response by Cuckfield Parish Council



I hope you're well... Apologies for the delay in the event - a few personnel issues last week at work.

I've sent you a link to a Dropbox folder where I've uploaded a number of files. [REDACTED]

These include current Cuckfield housing numbers (as far as we know - data from MSDC), the MSDC press release regarding the SHELAA and the documents circulated by them which highlight what Cuckfield is in for!

Also included is the Parish Housing Land Availability Assessment (PHLAA) CPC adopted in August and forwarded to MSDC (probably a little too late for the SHELAA though)

MSDC seems to be operating a sleight of hand by dictating an additional 222 for the village (all of the additional Category 2 settlement allocation), whilst also indicating that there is 'only' one suitable allocated site at Hanlye Lane for about 60. Though we know that developers will exploit this anomaly at Appeal (they're hoping this won't be recognised - they've already responded to social media somewhat blatantly on this!)

The public consultation opens this coming week. This is part of the promise MSDC had to give to the Inspectorate - how are they going to make up the 'fudge' from the District Plan examination on the additional numbers and where they were to go.

So we're looking for a submission to this consultation, which challenges why Cuckfield should take all of this additional.

Hope that gives you some further information and helps refine your estimate. If you have any queries, probably best to call to save time (07983 624693)

Thanks and regards

Andy

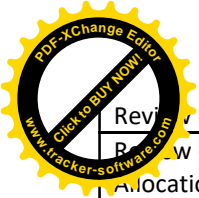
From: [REDACTED]
Sent: 27 September 2019 4:37 PM
To: Sam Heynes <Sam.Heynes@Cuckfield.gov.uk>
Cc: Andy Burton <Andy.Burton@Cuckfield.gov.uk>
Subject: Re: MSDC SHELAA Response by Cuckfield Parish Council

Thanks Samantha.

On the basis of your response, I have prepared a slightly revised brief and accompanying estimate for completing all tasks as set out below. The estimate includes the option to review the Sustainability Appraisal accompanying the draft Plan and to incorporate any weaknesses in the response - subject to Andy's comments on this.

I am aware from my work on the monitoring of the Neighbourhood Plan that the Parish Council (at least used to) collect data on housing planning permissions and completions in the parish on an annual basis. My outstanding question is whether the District Council collect this data too - and whether you will be supplying it as part of the brief? It is clearly helpful if there is agreement between the Parish and District Councils' data.

Task	Estimated days
------	----------------



Review of previous 2017 housing consultation submission	5
Review of District Plan and policies with regards impact on Cuckfield draft Site Allocations Development Plan	5
Review of Cuckfield Neighbourhood Plan and policies with regards impact on Cuckfield draft Site Allocations Development Plan	4
Review current housing delivery numbers for Cuckfield, against NP targets and projections	2.5
Review of MSDC draft Site Allocations Development Plan; SHELAA documents published and housing allocation for Cuckfield in Settlement Category 2	6.5
Review developability of the Cuckfield Hanlye Lane site identified against SHELAA criteria and latest published NP PHLAA	5
(Review Sustainability Appraisal in relation to Appraisal of Reasonable Alternatives and Cuckfield SHELAA sites)	(6)
2. Advice to CPC Planning Committee on arguments for and against Hanlye Lane allocation – assume written advice rather than attendance of meeting	5
3. Preparation of draft CPC response to MSDC SHELAA public consultation by deadline including dialogue with Parish Council	6.5
Total	39.5 (+6)

In summary I estimate that the brief would take 39.5 hours (or 45.5 hours) @ £85/hr (excluding VAT and expenses).

I can confirm that I will be able to complete the review and draft the CPC response to MSDC within their deadline.

Best regards

Tony

-----Original Message-----
 From: Sam Heynes <Sam.Heynes@Cuckfield.gov.uk>
 To: 'Tony Fullwood' [REDACTED]
 CC: Andy Burton <Andy.Burton@Cuckfield.gov.uk>
 Sent: Fri, 27 Sep 2019 10:46
 Subject: FW: MSDC SHELAA Response by Cuckfield Parish Council

Dear Tony

Thanks for your reply, sorry for the delay in responding.

I have added some comments to your questions below; I need Andy to answer the outstanding points.

Kind regards
Samantha Heynes
 Parish Clerk
 Cuckfield Parish Council



01444 451610
 Out of hours mobile: 07932 444103
www.cuckfield.gov.uk

Office Hours:
 Monday to Friday
 10am – 2.30pm

Cuckfield Parish Council, The Queen’s Hall, High Street, Cuckfield, RH17 5EL

The information contained in this email may be subject to public disclosure under the Freedom of Information Act 2000. Unless the information contained in this email is information about the subject matter of this email. The views expressed within this email and any attachments are not necessarily the views or policies of Cuckfield Parish Council. If you are not the named addressee(s), any use, disclosure, copying, alteration or forwarding of this email and its attachments is unauthorised. If you have received this email in error, please notify the sender immediately. Steps are taken to minimise the risk of transmitting software viruses, but we advise you to carry out your own virus checks before accessing this email and any attachments, or which may result from reliance on the contents of this email and any attachments.



[REDACTED]
Sent: 24 September 2019 10:21
To: Sam Heynes <Sam.Heynes@Cuckfield.gov.uk>
Subject: Re: MSDC SHELAA Response by Cuckfield Parish Council

Dear Samantha

Yes all well here thanks. I hope you are well too.

Thanks for your email. I'd be delighted to help but could I clarify a few points in your brief so that I can give you a more accurate response.

The only Mid Sussex development plan for consultation appears to be the draft Site Allocations Development Plan. At present, the most recent SHELAA appears to be that produced in 2018. Do you know if a new SHELAA has/is being produced to accompany the Site Allocations Development Plan and if so could you please provide me with a link? Could you also please send me a copy of the previous 2017 housing consultation submission to which you refer.

I believe you are correct, it is the Site Allocations Development Plan we would like to have reviewed, the SHELAA has not been updated since 2018; in fact I believe the Site Allocations Plan was driven by the 2018 SHELAA.

Will Mid Sussex District Council provide the current housing delivery numbers for Cuckfield? Please can you clarify what you mean? Do you mean will let share what their target housing numbers are for Cuckfield, or can they actually arrange to have the target number of houses built in Cuckfield?

Can I assume that the requested review of the District Plan and policies with regards impact on Cuckfield is in respect of the SHELAA sites only? If this is the case, can I assume that a review of the Neighbourhood Plan on the SHELAA sites is also required? Yes, I think proceed on this basis unless Andy advises otherwise.

Is the Parish Council seeking a review of the District Council's Sustainability Appraisal which contains a general Appraisal of Reasonable Alternatives and then compares the sustainability of individual sites? Andy – can you clarify for Tony please?

In terms of the Parish Council's timetable, the draft plan will not be approved by the District Council's Full Council until 25 September and, if approved, will be subject to a six week public consultation starting on 9 October. You have requested the completion of the brief by mid October. Is there an opportunity to revise this to a later deadline as this would better suit my availability?

Yes, we need the review to be completed before the end of the consultation period.

I look forward to receiving your response.

Best regards

Tony

-----Original Message-----

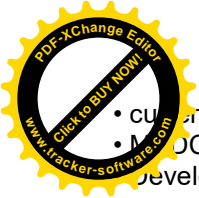
From: Sam Heynes <Sam.Heynes@Cuckfield.gov.uk>
To: 'Tony Fullwood' [REDACTED]
Sent: Mon, 23 Sep 2019 12:33
Subject: MSDC SHELAA Response by Cuckfield Parish Council

Dear Tony

I hope you are well.

The Parish Council needs to prepare a response to the latest MSDC SHELAA housing allocation - particularly given that one of the strategic sites is in the village. The scope of what we would like to have done is:

1. Review of:
 - previous 2017 housing consultation submission
 - District Plan and policies with regards impact on Cuckfield



- current housing delivery numbers for Cuckfield, against NP targets and projections
- MSDC SHELAA documents published and housing allocation for Cuckfield in Settlement Category 2
- developability of the Cuckfield Hanlye Lane site identified against SHELAA criteria and latest published NP PHL

2. Advice to CPC Planning Committee on arguments for and against Hanlye Lane allocation.
3. Preparation of draft CPC response to MSDC SHELAA public consultation by mid October.

Would you be able to assist us with this, by the deadline of mid October? If so, what would the cost be for this work?

I look forward to hearing from you.

Kind regards
Samantha Heynes
 Parish Clerk
 Cuckfield Parish Council



01444 451610
 Out of hours mobile: 07932 444103
www.cuckfield.gov.uk

Office Hours:
 Monday to Friday
 10am – 2.30pm

Cuckfield Parish Council, The Queen’s Hall, High Street, Cuckfield, RH17 5EL

The information contained in this email may be subject to public disclosure under the Freedom of Information Act 2000. Unless the information contained in this email is information about the subject matter of this email. The views expressed within this email and any attachments are not necessarily the views or policies of Cuckfield Parish Council. If you are not the named addressee(s), any use, disclosure, copying, alteration or forwarding of this email and its attachments is unauthorised. If you have received this email in error, please notify the sender. Steps are taken to minimise the risk of transmitting software viruses, but we advise you to carry out your own virus checks before accessing this email and any attachments, or which may result from reliance on the contents of this email and any attachments.