

POTTON NEIGHBOURHOOD DEVELOPMENT PLAN

Basic Conditions Statement

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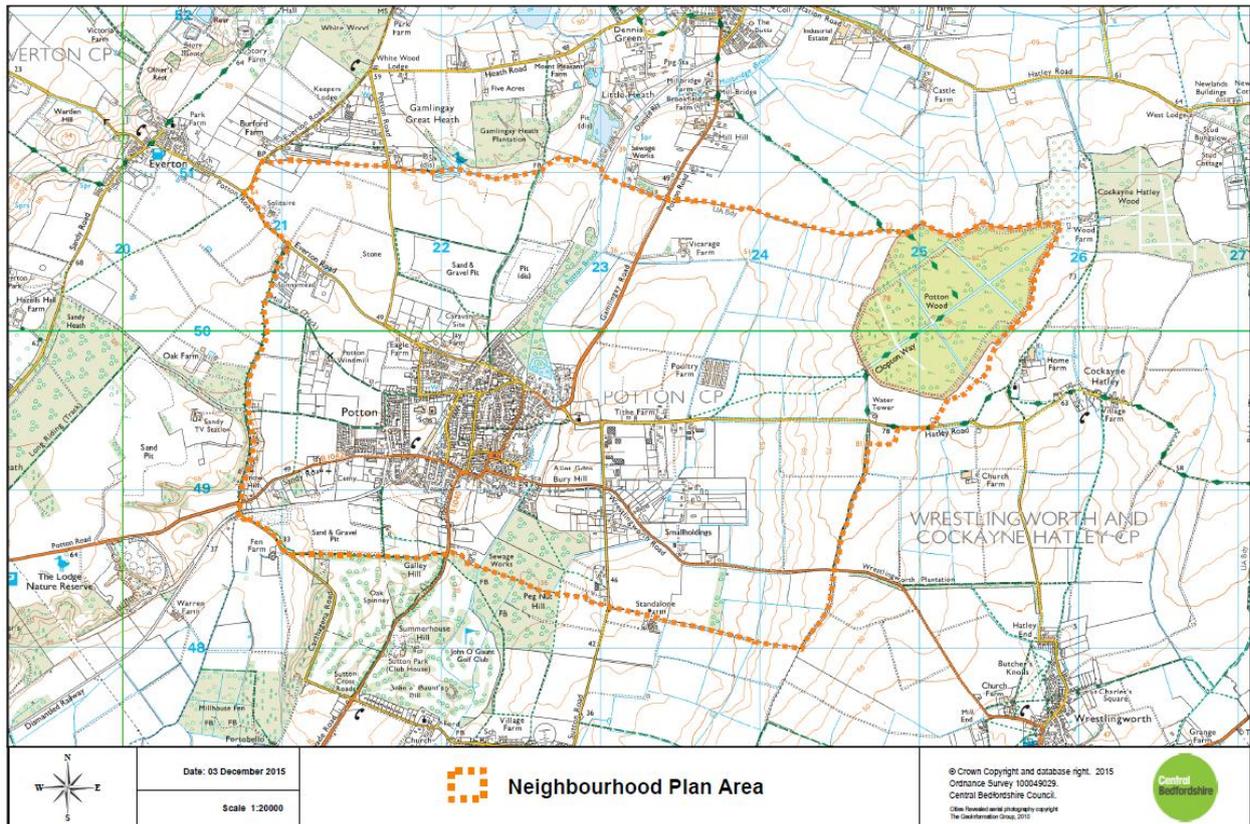
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1 Introduction

1.1 Potton Neighbourhood Plan Designated Area

The Neighbourhood Plan Designated Area covers the whole of the parish of Potton, as shown on the map below.



1.2 Preparation of the Basic Conditions Statement

The Potton Neighbourhood Plan (NP) has been prepared by PTC, a qualifying body, for the Neighbourhood Area covering the whole of the parish of Potton. A Neighbourhood Plan Steering Group (NPSG) was formed, comprising of town councillors and local community volunteers, with the directive of formulating the Potton Neighbourhood Plan.

This Statement has been prepared by the Neighbourhood Plan Steering Group (NPSG) and Potton Town Council (PTC) to accompany the Potton Neighbourhood Plan 2016-2035 (submission version October 2018) on submission to Central Bedfordshire Council (CBC) under Regulation 15 of the Neighbourhood Planning (General) Regulations 2012.



The Potton Neighbourhood Plan (PNP) has been prepared by the NPSG on behalf of PTC, a qualifying body, for the parish of Potton as designated by CBC on 26th January 2016.

The policies described in the NP relate to the development and use of land in the designated Neighbourhood Area and do not relate to any other designated Neighbourhood Area. The plan period is from 26th January 2016 to 31st December 2035 and it does not contain policies relating to excluded development in accordance with the Regulations.

The Statement addresses each of the four 'basic conditions' required of the Regulations and explains how the submitted NP meets the requirements of paragraph 8 of schedule 4B of the 1990 Town and Country Planning Act.

The Regulations state that a Neighbourhood Plan will be considered to have met the basic conditions if:

- Having regard to national policies and advice contained in guidance issued by the Secretary of State, it is appropriate to make the neighbourhood development plan.
- The making of the neighbourhood development plan contributes to the achievement of sustainable development.
- The making of the neighbourhood development plan is in general conformity with the strategic policies contained in the development plan for the area of the authority (or any part of that area).
- The making of the neighbourhood development plan does not breach, and is otherwise compatible with EU obligations.



2 Background

2.1 Preparation

Preparation of the PNP has comprised three main stages:

- Evidence gathering which has been set out in the Scoping Report (August 2017), a report that summarised background evidence on which the PNP is based.
- The draft NP (March 2018 - Pre-submission version), and accompanying supporting Annexes were published for 6 weeks in accordance with Regulation 14 of the Regulations and the SEA directive.
- Submission NP (October 2018), which takes into account representations received on the earlier version, has been modified for submission to CBC. It is accompanied by the SA/SEA report, Basic Conditions Statement and the Consultation Statement. Other background documents are also available.

2.2 Consultation

PTC has consulted the local community extensively throughout the process including a pre-vision questionnaire, NP Survey questionnaire, workshops, displays at all public events on Potton and exhibitions to obtain the fullest view of local community concerns, needs and wants from the NP. Relevant stakeholders have also been consulted including developers and landowners.

The NPSG has also worked closely with officers of CBC since the start of the project to collate and examine the evidence base, to design and iterate policy proposals and to define the proper relationship between the NP and the emerging 2018 CBC Local Plan.



3 National Planning Policy Framework (NPPF)

3.1 Conformity

The PNP has been prepared with regards to the national policies as set out in the NPPF of July 2018 and to guidance subsequently issued by the Secretary of State. It is also mindful of the National Planning Practice Guidance (NPPG) in respect to Neighbourhood Plans.

The PNP has been produced promoting:

- The achievement of sustainable development as outlined in paragraph 8 of the NPPF.
- Community engagement in neighbourhood planning as outlined in paragraph 13 of the NPPF.
- Promotion of development that meets the identified housing requirement of Potton as outlined in paragraph 14 of the NPPF.
- The Non-Strategic Policies of the NPPF, specifically paragraphs 28-30.
- The identification and designation of Local Green Space as outlined in paragraph 99 of the NPPF.

The NP positively supports the strategic development of Potton by writing policies that meet the requirements of the Housing Needs Survey and the NP Survey of Potton residents. The PNP also seeks to protect and enhance leisure, green infrastructure and community assets.

Potton Town Council believe that Vision of the PNP reflects the aspirations of the Town and will seek to implement the policies of the PNP.

The PNP supports the emerging CBC Local Plan. Development opportunities have been identified beyond those identified in the Local Plan. The PNP supports medium scale development (up to 500 dwellings) over the lifetime of the Plan (2016-2035).

3.2 The Potton Neighbourhood Plan Policies

Table 1 below sets out how each policy of the PNP conforms to the NPPF. It also gives an indication of how the policies will be delivered.

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Potton NP Policy Ref	Policy	NPPF Reference	Objectives
CI-1	Any proposals must ensure associated provision is made for an increase in accessible public health services.	8b, 20c, 34, 91c, 92	The objective of this policy is to ensure that when development and expansion of the town's population occurs there will be active measures taken to ensure the relevant authorities responsible for primary healthcare are aware of the expansion and make due healthcare provision and that this is assessed in any planning application, in line with the national aims that people should not have to wait to get an appointment with a GP or dentist due to lack of facilities. Any development shall take in to account the need for funding for expansion or creation of appropriate facilities and ensure appropriate funds are made available.
CI-2	Any proposals must ensure associated provision is made for an increase in the school population and facilities required.	34, 94a, 94b, 97	The objective of this policy is to ensure that when development and expansion of the town's population occurs there will be active measures taken to ensure the relevant authorities responsible for education are aware of the expansion, make due provision for school and pre-school places and that this is assessed in any planning application. There should be no lack of educational facilities thus any development shall take into account the need for funding of expansion or creation of appropriate sustainably designed facilities and ensure appropriate funds are made available.
CI-3	Any proposals should promote the creation of small and medium sized businesses to enhance employment opportunities within the community.	80, 81a, 112	The objective of this policy is to ensure that where it is possible proposals related to changes to Potton will include provision for facilities or premises that enable businesses to be started and run within the Town. To enable the Town to be a vibrant and successful community various types of and opportunities for employment are required. This will include the ability for people to work from home, run small home based businesses or use some form of common business facility or hub.

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Potton NP Policy Ref	Policy	NPPF Reference	Objectives
CI-4	Any proposals should support the existing businesses in the market square by encouraging use of these facilities.	85, 86, 87	The objective of this policy is to ensure that any development of the town will support the existing businesses in the town rather than encouraging out-commuting to other local shopping centres in nearby towns. This objective will be supported by the travel policies and design that encourage easy and safe use of non-vehicular travel to the town centre.
CI-5	Any proposals must include provision for both the expansion of publicly accessible open space and suitably equipped play areas.	96, 97	The objective of this policy is to ensure that any development of the town includes useable public space for leisure use by all ages and sectors of the community and plentiful play areas that cover ages up to and including young adults. Such spaces should be open to use for both residents of the new development and those living within at least a 500m radius of the surrounding town. This is to address the identified deficiency in Potton of Country Parks, Natural and Semi Natural Green Space and Amenity Greenspace. It should also aid in addressing the reported 6.5 ha deficiency in Potton of Recreational Space, allotments and community gardens.
CI-6	Any proposals must support the development and maintenance of the identified community projects.	8, 51	The objective of this policy is to ensure that any development of the town will include provision for funds to further develop identified community projects or to provide ongoing funding to cover the ongoing cost of maintaining existing community projects for the town's populace. For example, the Potton Hall for All project.
CI-7	All future proposals shall include provisions for enhancing activities for young people.	91, 92, 94	The objective of this policy is to ensure that as the town expands the needs of young adults are addressed by providing and or enhancing activities aimed at them within the community as opposed to necessitating out-commuting by them to nearby towns.

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Potton NP Policy Ref	Policy	NPPF Reference	Objectives
CI-8	All future proposals must ensure that public access areas are linked in with the wider town green infrastructure, "Green Wheel" and public paths providing easy pedestrian access to community facilities.	98, 99, 100, 110	The objective of this policy is to ensure that in line with the community consultations there is an holistic view to the provision, use and linkage of all green spaces, foot and cycle paths as part of the overall creation of a Green Wheel. This should also promote use of non- vehicular movement in and around these spaces and to and from the existing and any future community facilities in line with overall sustainability aims.
HO-1	Any proposals must adhere to the neighbourhood plan design guide requirements. These are expanded in Potton NP – Appendix E Design Guide, Potton NP – Appendix F Green Infrastructure Design Guide.	124 - 132	The objective of this policy is to ensure that whilst the Neighbourhood Plan supports and accepts housing growth, provided it is not excessive, the growth allows Potton to remain a 'Small Georgian Market Town'.
HO-2	All housing development over the plan period should, where feasible, be achieved at an even rate of growth.	72, 73	The objective of this policy is to ensure that the Neighbourhood Plan addresses the identified significant existing pressure on infrastructure such as Parking, Traffic, Health Service provision etc. by ensuring the rate of housing growth is controlled so that the infrastructure improvements match housing growth.
HO-3	Development of brownfield sites and those identified in the Site Assessments (Annex A) will be supported over the lifetime of the Plan subject to normal planning application and assessment rules.	117, 118, 119	The objectives of this policy are: <ul style="list-style-type: none"> • To ensure the essential nature of Potton, as a small georgian market town with a vibrant market square that has a variety of shops and services that meet the needs of the town and its residents, is maintained regardless of future development. • To support growth that takes place close to the Market Square in order to support local businesses there and to ease parking issues by encouraging pedestrian and cycle traffic. • To ensure future housing development occurs in the areas that have been identified as suitable and sustainable and acceptable to the populace of the town as evidenced through the site assessments contained in this plan and accepted as part of the local plan.

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Potton NP Policy Ref	Policy	NPPF Reference	Objectives
HO-4	Any proposed development should address the requirements identified in the Housing Needs Survey and Neighbourhood Plan Survey.	60 - 66	The objective of this policy is to ensure that the New housing developments address the issues identified by the Housing Needs Survey which specifically include a shortage of smaller sized affordable houses for: <ul style="list-style-type: none"> • First time buyers. • Young people in Potton living with their parents who want to move out. • Older people whose children have left home, looking to downsize.
HO-5	Proposals for smaller houses and bungalows to suit the needs of retired people will be supported	64b, 72c	The objective of this policy is to address the identified shortage of properties suitable for retired/older people. A better supply of smaller houses and bungalows 5% of every development would facilitate downsizing and thus free up larger family sized houses, reducing the need for new housing developments to offer these larger houses. In the design of these properties it would be anticipated that necessary provision is made for potentially reduced mobility and access. See policy HO-6.
HO-6	Development of dwellings aimed at providing suitable accommodation for households with specific needs in appropriate locations will be supported. These units should meet 'Lifetime Homes' Standards or subsequent appropriate standards and generally be either 1 or 2 bed properties.	60, 61	The objective of this policy is to recognise that there has been a clear ageing on average of the Potton population over the last 10 years. Many elderly people living here at the moment are living in conventional accommodation which is not specifically designed for their needs. Additionally, properties should be designed to Lifetime Homes standards making them particularly suitable for frailer elderly people and also wheelchair users.

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Potton NP Policy Ref	Policy	NPPF Reference	Objectives
HO-7	Proposals that include housing which is either affordable rented, affordable purchase, shared ownership or other similar social housing which is in line with Central Bedfordshire Council's current requirements will be supported.	62 - 64	The objective of this policy is to address the issue of affordable housing. Over 50% of respondents to the Housing Needs Survey questionnaire who indicated that they or someone in their household was currently intending to move to different accommodation in Potton in the near future were either considering affordable rent or shared ownership or had insufficient financial means to purchase or rent on the open market.
HO-8	Development of rural exception housing will be encouraged and supported by the Neighbourhood Plan.	77 - 79	<p>The objective of this policy is to address the issue that the Housing Needs Survey has identified for a need of some Rural Exception Housing in line with Central Bedfordshire Council's current requirements. Thus the Neighbourhood Plan will specifically support Rural Exception Housing proposals during the plan period as long as:</p> <ul style="list-style-type: none"> • They meet the expressed policy requirements. • The evidence at the time supports the requirement for the development. • The proposal does not conflict with the neighbourhood plan policies and objectives. • The proposal is acceptable to the Town council.

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Potton NP Policy Ref	Policy	NPPF Reference	Objectives
HO-9	<p>Proposals for development must:</p> <ul style="list-style-type: none"> • Be in keeping with existing nearby properties and maintain the essential character of the town in accordance with the Neighbourhood Plan Character Assessment study. These are summarised in section Vision A of the plan and expanded in Potton NP - Annex D Character Assessment. • Apply the best practice design features in accordance with the Neighbourhood Plan Design Guide requirements. These are expanded in Potton NP - Annex E Design Guide, Potton NP - Annex F Green Infrastructure Design Guide. • Take notice at all times of the nature of the use of local materials in adjacent structures (e.g. brick type, use of ironstone), and incorporate those features as appropriate in any new structure.” 	122-132, 184, 185, 186	<p>The objective of this policy is to ensure that the development of the town’s housing and other buildings does not appear to be random in nature and result in changing the appearance of the town away from its core characteristic of a small Georgian market town. To this end suitable controls over house appearance, size and quality will ensure that the existing character of the town is maintained and development does not result in an “identikit” series of buildings that could be anywhere in any modern development.</p>
EI-1	<p>Measures will be supported that promote the improvement of:</p> <ul style="list-style-type: none"> • Transport links both within and outside the parish. • Access to the wider public transport network. • Alternative modes of transport. 	102c, 104d, 105c, 108c	<p>The objectives of this policy are to:</p> <p>Address the need identified by the Neighbourhood Plan survey to support out commuting by rail from Biggleswade and Sandy stations as restricted parking at these stations makes it highly desirable to develop alternative methods of travel, for example cycling.</p> <ul style="list-style-type: none"> • Improve access to the wider public transport network for those in the parish. • Promote the development and use of alternative methods of travel other than private vehicles.

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Potton NP Policy Ref	Policy	NPPF Reference	Objectives
EI-2	Parking provision in any proposed development should adhere to the Neighbourhood Plan Design Guide (Annex E) Potton NP - Annex E Design Guide.	102e, 106	The objective of this policy is to address the issue identified by the Neighbourhood Plan survey that 68% of working people in Potton out-commute by car. This results in a high proportion of households owning multiple cars. A total of 87% of survey respondents support a policy for new houses to have at least 2 parking spaces.
EI-3	Areas that have been designated as "Employment Areas" shall be excluded from housing development in order to reserve sites for future industrial/ employment needs. This is location 6 as shown on map in Potton NP - Annex A Site Assessments	80, 81a, 82, 83a, 125	The objective of this policy is to address the need identified by the Neighbourhood Plan survey for support of a local business centre. The planning application for housing development on the east side of Biggleswade road, (CB/13/00921/OUT) identified a reserved area for future employment development. This and any other designated Employment Area should be protected from housing development. In the NP survey 2017, out of 144 respondents who run a business or work from home in Potton, 88 said that if a business centre was provided they would use it.
EI-4	The implementation of advances in broadband and other communication technologies to maintain and enhance the opportunity for effective business and home communications will be actively supported.	81c, 112	The objective of this policy is to support the Neighbourhood Plan survey findings that have identified a growth in working from home. This, coupled with the vision to "encourage and support growth and development of small businesses in Potton to promote local employment", means that it is essential to keep up to date with communications technologies and encourage service providers to give a good service level throughout the town.
EI-5	Proposals for the relocation of industry from unsuitable town locations to designated preferred locations will be supported. This is location 6 as shown on map in Potton NP - Annex A Site Assessments	80, 81a, 81b, 83a, 84	The objective of this policy is to help businesses move from potentially unsuitable locations to other locations that have been identified in the plan designated as suitable for light industrial use thus freeing up these brown field locations for future domestic development, enabling those particularly with special needs or more elderly members of the community easier access to the town centre facilities.

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Potton NP Policy Ref	Policy	NPPF Reference	Objectives
T-1	Proposals that alleviate congestion and improve traffic flow in Potton shall be supported unless they contravene any other policy in this plan.	102d, 104b, 106	The objective of this policy is to ensure that where development proposals alleviate existing congestion, improve pedestrian safety and improve traffic flows through Potton they are viewed favourably and supported. It also aims to ensure that methods to: <ul style="list-style-type: none"> • Divert HGV away from the Market Square and King Street will be sought and supported. • Enforce traffic restrictions shall be sought and supported.
T-2	New developments, where appropriate and practical, shall provide safe pedestrian and cycle access, to link up with existing footpaths and cycle ways, ensuring that residents can walk and cycle safely throughout the parish.	102b, 102c, 102d, 103, 104d, 108a, 110a, 110c	The objectives of this policy are to ensure that: <ul style="list-style-type: none"> • Proposals that maximise opportunities to walk and cycle within the town are viewed favourably and supported. • Developments will be supported where footpaths and cycle ways that are segregated from traffic are provided. • New developments shall provide a safe footpath layout within the scheme, good pedestrian links to the settlement and safe connections to the highway and shall be subject to Habitats Regulation Assessments before implementation. • New developments, shall enable those particularly with special needs or more elderly members of the community easier access to the town centre facilities.
T-3	New developments that contribute towards improvements in private, public and community transport in the parish will be supported unless they contravene any other policy in this plan.	105c, 110a, 111	The objectives of this policy are to ensure that in recognition of the extra "load" put upon public, private and community transport in the town by any new development that there is funding to maintain/support the necessary infrastructure expansion.

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Potton NP Policy Ref	Policy	NPPF Reference	Objectives
T-4	Proposals that improve appropriate car parking provision throughout the parish will be supported unless they contravene any other policy in this plan.	110e, 106	<p>The objectives of this policy are to ensure that any new developments shall provide for off-road parking sufficient to meet the needs of the development and specifically that:</p> <ul style="list-style-type: none"> • A minimum of two parking spaces per dwelling shall be provided. • New development which provides additional off-road car parking spaces to alleviate current parking congestion shall be supported. • New developments shall remove the need for on-road parking, provide for cycle and short-term parking spaces and to protect and improve connections between existing footpaths, bridleways. • Town centre car parks shall be reviewed to optimise signage, length of parking limits and capacity.

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Potton NP Policy Ref	Policy	NPPF Reference	Objectives
EV-1	All new proposals shall take in to account the Potton GI plan and contribute towards the delivery of the GI action plan. A summary of the plan is in section 5.6 of this document and the full GI plan can be found in Potton NP - Annex B Green Infrastructure.	170, 174, 91c, 102c	<p>The objective of this policy is to ensure that the Potton Green Infrastructure Plan that has been produced and issued as part of the overall Neighbourhood Plan Is given due consideration when any development is undertaken. Specifically it:</p> <ul style="list-style-type: none"> • Provides a snapshot, baseline document with an action plan that supports and underpins the Potton Neighbourhood Plan. • Identifies important existing natural, historic, cultural and landscape assets (including wildlife habitats), accessible green space and rights of way within the Parish of Potton. • Provides a robust approach to mapping and implementing the wishes of the community for a high quality green infrastructure network. • Informs important decision-making that helps meet the aspirations of the community by identifying what is important to them and how they would like to see their local environment evolve for the benefit of present and future generations.



Potton NP Policy Ref	Policy	NPPF Reference	Objectives
EV-2	All new proposals must be sustainable and of a high quality that meet certification standards of BREEAM (Building Research Establishment Environmental Assessment Method), Building for Life 12, Building with Nature Benchmark and similar voluntary schemes. Designs and layouts must use a range of measures that must provide mitigation, adaptation and resilience to the impacts of climate change by minimising the vulnerability of the development and its surroundings to climate change impacts through a range of measures. This must be supported by a Sustainability Statement that identifies and demonstrates how the objectives will be met. Guidance of these measures is expanded in Potton NP - Annex F Green Infrastructure Design Guide.	180, 181	<p>The objectives of this policy are to ensure that any new developments address the issues of climate change and sustainability specifically through measures that:</p> <ul style="list-style-type: none"> • Reduce carbon emissions through the use of renewable and low carbon energy sources such as solar and wind power and provide a minimum contribution of 10% toward a developments energy demands. • Maximise energy efficiency and optimise the use of natural light through the layout and design of buildings and landscaping . • Minimise water usage and promote water efficiency such as grey water recycling and use of water butts on all dwellings . • Minimise the impacts of overheating through the use of green roofs, walls and other Sustainable Drainage (SuDS) source control features within hard and soft landscape and planting schemes that will provide shade and help cool the atmosphere by providing a minimum of 25% tree, large shrub or green wall cover within the development.
EV-3	New development will not be permitted within identified Local Green Space or adjacent to those areas, where it will be deemed to have a negative impact on wildlife and the community. These are locations 4, 20, 22, 23, 24, 26, 27, 28 as shown in Vision F Green Infrastructure Map.	176, 177, 100, 99	The objective of this policy is to protect those areas identified by the Green Infrastructure and Neighbourhood Plans as being important for wildlife and to the community for its amenity, health and social well-being benefit.

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Potton NP Policy Ref	Policy	NPPF Reference	Objectives
EV-4	Proposals shall support the establishment of a Potton Green Wheel and contribute to facilitating public knowledge and understanding of the local natural environment.	91c, 174b, 98, 110c, 102c	<p>The objectives of this policy are to ensure that any new developments will actively:</p> <ul style="list-style-type: none"> • Assist in the connecting of footpaths and bridleways through and around the parish and facilitate the creation of cycle ways linking Potton to neighbouring villages and towns. • Contribute to the social wellbeing and health of the community by providing access to green space and nature. • Facilitate the protection and provision of landscape and habitat enhancement or the creation of new habitat opportunities for wildlife and public amenity. • Contribute to the enhancement and creation of existing and new corridors adjacent to or within the vicinity of developments that complements the wider landscape benefit to wildlife. • Enhance community education about wildlife and the environment through signage and interpretation boards where appropriate, leaflets, audio guides and other media to improve public enjoyment of the area.
EV-5	All proposals must exercise their duty to protect and enhance existing landscape, habitat features and wildlife species and implement appropriate measures to deliver net-positive biodiversity gain. This must be supported by a Landscape and Ecology Statement that demonstrates how the objectives will be met.	174a, 174b, 175	<p>The objectives of this policy are to make sure that any new developments will ensure:</p> <ul style="list-style-type: none"> • All existing habitats and species, particularly those of priority importance to Potton, are protected and retained and their populations enhanced by appropriate mitigation on and off site. • Appropriate choices of native plant mixes are made with due regard to the characteristics of local habitats and distinctive species assemblages of flora and fauna. • All formal, non-native planting schedules benefits pollinators and includes where appropriate local heritage fruit varieties avoiding use of invasive non-native species.

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Potton NP Policy Ref	Policy	NPPF Reference	Objectives
EV-6	All proposals shall provide a long-term green space wildlife management plan supported by a commuted sum that contributes toward management and monitoring of the site.	175d, 176c	<p>The objectives of this policy are to make sure that any new developments will:</p> <ul style="list-style-type: none"> • Contribute to the on-going management of existing and new features. • Provide a specified schedule of sustainable management that benefits people and wildlife. • Ensure the site is monitored for any positive or negative effects to inform the ongoing management of any necessary changes that might be required in the specification.



4 Sustainable Development

The overall aims of the Potton Neighbourhood Plan Sustainability Appraisal are:

- To ensure that all aspects of sustainable development are fully integrated into the Neighbourhood Plan throughout its preparation.
- To consult on the SA procedure, allowing the public and stakeholders to have an input into the process.
- To provide an assessment of the potential environmental, economic and social.

The PNP incorporates a Sustainability Appraisal Scoping Report which gives a comprehensive background of the Potton parish and identifies features that are highly valued by the community and are the basis of the Vision outlined in the PNP.

Policies within the PNP aim to retain and enhance the character of Potton, ensuring that sustainability is at the core of any development of the parish over the lifetime of the Plan.

The policies and objectives of the PNP are derived directly from the vision statement and place sustainability at the heart of the development of Potton over the lifetime of the plan. Table 2 below gives an appraisal of the economic, social and environmental sustainability of each of the thirty-two policies in the PNP.

Potton Town Council



Key: ** very positive * positive - neutral X negative XX very negative					
Potton NP Policy Ref	Policy	Development contribution			Objectives
		Social	Economic	Environmental	
CI-1	Any proposals must ensure associated provision is made for an increase in accessible public health services.	**	-	-	The objective of this policy is to ensure that when development and expansion of the town's population occurs there will be active measures taken to ensure the relevant authorities responsible for primary healthcare are aware of the expansion and make due healthcare provision and that this is assessed in any planning application, in line with the national aims that people should not have to wait to get an appointment with a GP or dentist due to lack of facilities. Any development shall take in to account the need for funding for expansion or creation of appropriate facilities and ensure appropriate funds are made available.
CI-2	Any proposals must ensure associated provision is made for an increase in the school population and facilities required.	**	*	*	The objective of this policy is to ensure that when development and expansion of the town's population occurs there will be active measures taken to ensure the relevant authorities responsible for education are aware of the expansion, make due provision for school and pre-school places and that this is assessed in any planning application. There should be no lack of educational facilities thus any development shall take into account the need for funding of expansion or creation of appropriate sustainably designed facilities and ensure appropriate funds are made available.

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Key: ** very positive * positive - neutral X negative XX very negative					
Potton NP Policy Ref	Policy	Development contribution			Objectives
		Social	Economic	Environmental	
CI-3	Any proposals should promote the creation of small and medium sized businesses to enhance employment opportunities within the community.	*	**	-	The objective of this policy is to ensure that where it is possible proposals related to changes to Potton will include provision for facilities or premises that enable businesses to be started and run within the Town. To enable the Town to be a vibrant and successful community various types of and opportunities for employment are required. This will include the ability for people to work from home, run small home-based businesses or use some form of common business facility or hub.
CI-4	Any proposals should support the existing businesses in the market square by encouraging use of these facilities.	*	**	-	The objective of this policy is to ensure that any development of the town will support the existing businesses in the town rather than encouraging out-commuting to other local shopping centres in nearby towns. This objective will be supported by the travel policies and design that encourage easy and safe use of non-vehicular travel to the town centre.
CI-5	Any proposals must include provision for both the expansion of publicly accessible open space and suitably equipped play areas.	*	-	**	The objective of this policy is to ensure that any development of the town includes useable public space for leisure use by all ages and sectors of the community and plentiful play areas that cover ages up to and including young adults. Such spaces should be open to use for both residents of the new development and those living within at least a 500m radius of the surrounding town. This is to address the identified deficiency in Potton of Country Parks, Natural and Semi Natural Green Space and Amenity Greenspace. It should also aid in addressing the reported 6.5 ha deficiency in Potton of Recreational Space, allotments and community gardens.

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CI-6	Any proposals must support the development and maintenance of the identified community projects.	**	*	-	The objective of this policy is to ensure that any development of the town will include provision for funds to further develop identified community projects or to provide ongoing funding to cover the ongoing cost of maintaining existing community projects for the town's populace. For example, the Potton Hall for All project.
CI-7	All future proposals shall include provisions for enhancing activities for young people.	**	*	-	The objective of this policy is to ensure that as the town expands the needs of young adults are addressed by providing and or enhancing activities aimed at them within the community as opposed to necessitating out-commuting by them to nearby towns.
CI-8	All future proposals must ensure that public access areas are linked in with the wider town green infrastructure, "Green Wheel" and public paths providing easy pedestrian access to community facilities.	**	-	**	The objective of this policy is to ensure that in line with the community consultations there is an holistic view to the provision, use and linkage of all green spaces, foot and cycle paths as part of the overall creation of a Green Wheel. This should also promote use of non-vehicular movement in and around these spaces and to and from the existing and any future community facilities in line with overall sustainability aims.
HO-1	Any proposals must adhere to the neighbourhood plan design guide requirements. These are expanded in Potton NP – Appendix E Design Guide, Potton NP – Appendix F Green Infrastructure Design Guide.	*	*	*	The objective of this policy is to ensure that whilst the Neighbourhood Plan supports and accepts housing growth, provided it is not excessive, the growth allows Potton to remain a 'Small Georgian Market Town'.

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Potton NP Policy Ref	Policy	Development contribution			Objectives
		Social	Economic	Environmental	
HO-2	All housing development over the plan period should, where feasible, be achieved at an even rate of growth.	*	-	*	The objective of this policy is to ensure that the Neighbourhood Plan addresses the identified significant existing pressure on infrastructure such as Parking, Traffic, Health Service provision etc. by ensuring the rate of housing growth is controlled so that the infrastructure improvements match housing growth.
HO-3	Development of brownfield sites and those identified in the Site Assessments (Annex A) will be supported over the lifetime of the Plan subject to normal planning application and assessment rules.	-	-	*	The objectives of this policy are: <ul style="list-style-type: none"> • To ensure the essential nature of Potton, as a small georgian market town with a vibrant market square that has a variety of shops and services that meet the needs of the town and its residents, is maintained regardless of future development. • To support growth that takes place close to the Market Square in order to support local businesses there and to ease parking issues by encouraging pedestrian and cycle traffic. • To ensure future housing development occurs in the areas that have been identified as suitable and sustainable and acceptable to the populace of the town as evidenced through the site assessments contained in this plan and accepted as part of the local plan.
HO-4	Any proposed development should address the requirements identified in the Housing Needs Survey and Neighbourhood Plan Survey.	**	-	-	The objective of this policy is to ensure that the New housing developments address the issues identified by the Housing Needs Survey which specifically include a shortage of smaller sized affordable houses for: <ul style="list-style-type: none"> • First time buyers. • Young people in Potton living with their parents who want to move out. • Older people whose children have left home, looking to downsize.

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Potton NP Policy Ref	Policy	Development contribution			Objectives
		Social	Economic	Environmental	
HO-5	Proposals for smaller houses and bungalows to suit the needs of retired people will be supported	**	-	-	The objective of this policy is to address the identified shortage of properties suitable for retired/older people. A better supply of smaller houses and bungalows 5% of every development would facilitate downsizing and thus free up larger family sized houses, reducing the need for new housing developments to offer these larger houses. In the design of these properties it would be anticipated that necessary provision is made for potentially reduced mobility and access. See policy HO-6.
HO-6	Development of dwellings aimed at providing suitable accommodation for households with specific needs in appropriate locations will be supported. These units should meet 'Lifetime Homes' Standards or subsequent appropriate standards and generally be either 1 or 2 bed properties.	**	-	-	The objective of this policy is to recognise that there has been a clear ageing on average of the Potton population over the last 10 years. Many elderly people living here at the moment are living in conventional accommodation which is not specifically designed for their needs. Additionally, properties should be designed to Lifetime Homes standards making them particularly suitable for frailer elderly people and also wheelchair users.
HO-7	Proposals that include housing which is either affordable rented, affordable purchase, shared ownership or other similar social housing which is in line with Central Bedfordshire Council's current requirements will be supported.	**	-	-	The objective of this policy is to address the issue of affordable housing. Over 50% of respondents to the Housing Needs Survey questionnaire who indicated that they or someone in their household was currently intending to move to different accommodation in Potton in the near future were either considering affordable rent or shared ownership or had insufficient financial means to purchase or rent on the open market.

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HO-8	Development of rural exception housing will be encouraged and supported by the Neighbourhood Plan.	**	*	X	<p>The objective of this policy is to address the issue that the Housing Needs Survey has identified for a need of some Rural Exception Housing in line with Central Bedfordshire Council's current requirements. Thus the Neighbourhood Plan will specifically support Rural Exception Housing proposals during the plan period as long as:</p> <ul style="list-style-type: none"> • They meet the expressed policy requirements. • The evidence at the time supports the requirement for the development. • The proposal does not conflict with the neighbourhood plan policies and objectives. • The proposal is acceptable to the Town council.

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Potton NP Policy Ref	Policy	Development contribution			Objectives
		Social	Economic	Environmental	
HO-9	<p>Proposals for development must:</p> <ul style="list-style-type: none"> • Be in keeping with existing nearby properties and maintain the essential character of the town in accordance with the Neighbourhood Plan Character Assessment study. These are summarised in section Vision A of the plan and expanded in Potton NP - Annex D Character Assessment. • Apply the best practice design features in accordance with the Neighbourhood Plan Design Guide requirements. These are expanded in Potton NP - Annex E Design Guide, Potton NP - Annex F Green Infrastructure Design Guide. • Take notice at all times of the nature of the use of local materials in adjacent structures (e.g. brick type, use of ironstone), and incorporate those features as appropriate in any new structure.” 	*	-	-	<p>The objective of this policy is to ensure that the development of the town’s housing and other buildings does not appear to be random in nature and result in changing the appearance of the town away from its core characteristic of a small Georgian market town. To this end suitable controls over house appearance, size and quality will ensure that the existing character of the town is maintained and development does not result in an “identikit” series of buildings that could be anywhere in any modern development.</p>

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Potton NP Policy Ref	Policy	Development contribution			Objectives
		Social	Economic	Environmental	
EI-1	Measures will be supported that promote the improvement of: <ul style="list-style-type: none"> • Transport links both within and outside the parish. • Access to the wider public transport network. • Alternative modes of transport. 	**	-	*	The objectives of this policy are to: Address the need identified by the Neighbourhood Plan survey to support out commuting by rail from Biggleswade and Sandy stations as restricted parking at these stations makes it highly desirable to develop alternative methods of travel, for example cycling. • Improve access to the wider public transport network for those in the parish. • Promote the development and use of alternative methods of travel other than private vehicles.
EI-2	Parking provision in any proposed development should adhere to the Neighbourhood Plan Design Guide (Annex E) Potton NP - Annex E Design Guide.	*	-	-	The objective of this policy is to address the issue identified by the Neighbourhood Plan survey that 68% of working people in Potton out-commute by car. This results in a high proportion of households owning multiple cars. A total of 87% of survey respondents support a policy for new houses to have at least 2 parking spaces.
EI-3	Areas that have been designated as “Employment Areas” shall be excluded from housing development in order to reserve sites for future industrial/ employment needs. This is location 6 as shown on map in Potton NP - Annex A Site Assessments	-	**	-	The objective of this policy is to address the need identified by the Neighbourhood Plan survey for support of a local business centre. The planning application for housing development on the east side of Biggleswade road, (CB/13/00921/OUT) identified a reserved area for future employment development. This and any other designated Employment Area should be protected from housing development. In the NP survey 2017, out of 144 respondents who run a business or work from home in Potton, 88 said that if a business centre was provided they would use it.

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		Social	Economic	Environmental	
EI-4	The implementation of advances in broadband and other communication technologies to maintain and enhance the opportunity for effective business and home communications will be actively supported.	*	**	-	The objective of this policy is to support the Neighbourhood Plan survey findings that have identified a growth in working from home. This, coupled with the vision to "encourage and support growth and development of small businesses in Potton to promote local employment", means that it is essential to keep up to date with communications technologies and encourage service providers to give a good service level throughout the town.
EI-5	Proposals for the relocation of industry from unsuitable town locations to designated preferred locations will be supported. This is location 6 as shown on map in Potton NP - Annex A Site Assessments	*	*	*	The objective of this policy is to help businesses move from potentially unsuitable locations to other locations that have been identified in the plan designated as suitable for light industrial use thus freeing up these brown field locations for future domestic development, enabling those particularly with special needs or more elderly members of the community easier access to the town centre facilities.
T-1	Proposals that alleviate congestion and improve traffic flow in Potton shall be supported unless they contravene any other policy in this plan.	-	*	**	The objective of this policy is to ensure that where development proposals alleviate existing congestion, improve pedestrian safety and improve traffic flows through Potton they are viewed favourably and supported. It also aims to ensure that methods to: <ul style="list-style-type: none"> • Divert HGV away from the Market Square and King Street will be sought and supported. • Enforce traffic restrictions shall be sought and supported.

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Potton NP Policy Ref	Policy	Development contribution			Objectives
		Social	Economic	Environmental	
T-2	New developments, where appropriate and practical, shall provide safe pedestrian and cycle access, to link up with existing footpaths and cycle ways, ensuring that residents can walk and cycle safely throughout the parish.	*	-	**	<p>The objectives of this policy are to ensure that:</p> <ul style="list-style-type: none"> Proposals that maximise opportunities to walk and cycle within the town are viewed favourably and supported. Developments will be supported where footpaths and cycle ways that are segregated from traffic are provided. New developments shall provide a safe footpath layout within the scheme, good pedestrian links to the settlement and safe connections to the highway and shall be subject to Habitats Regulation Assessments before implementation. New developments, shall enable those particularly with special needs or more elderly members of the community easier access to the town centre facilities.
T-3	New developments that contribute towards improvements in private, public and community transport in the parish will be supported unless they contravene any other policy in this plan.	*	*	*	<p>The objectives of this policy are to ensure that in recognition of the extra "load" put upon public, private and community transport in the town by any new development that there is funding to maintain/support the necessary infrastructure expansion.</p>

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Potton NP Policy Ref	Policy	Development contribution			Objectives
		Social	Economic	Environmental	
T-4	Proposals that improve appropriate car parking provision throughout the parish will be supported unless they contravene any other policy in this plan.	*	*	-	<p>The objectives of this policy are to ensure that any new developments shall provide for off-road parking sufficient to meet the needs of the development and specifically that:</p> <ul style="list-style-type: none"> • A minimum of two parking spaces per dwelling shall be provided. • New development which provides additional off-road car parking spaces to alleviate current parking congestion shall be supported. • New developments shall remove the need for on-road parking, provide for cycle and short-term parking spaces and to protect and improve connections between existing footpaths, bridleways. • Town centre car parks shall be reviewed to optimise signage, length of parking limits and capacity.

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Potton NP Policy Ref	Policy	Development contribution			Objectives
		Social	Economic	Environmental	
EV-1	All new proposals shall take in to account the Potton GI plan and contribute towards the delivery of the GI action plan. A summary of the plan is in section 5.6 of this document and the full GI plan can be found in Potton NP - Annex B Green Infrastructure.	*	-	**	<p>The objective of this policy is to ensure that the Potton Green Infrastructure Plan that has been produced and issued as part of the overall Neighbourhood Plan Is given due consideration when any development is undertaken. Specifically it:</p> <ul style="list-style-type: none"> • Provides a snapshot, baseline document with an action plan that supports and underpins the Potton Neighbourhood Plan. • Identifies important existing natural, historic, cultural and landscape assets (including wildlife habitats), accessible green space and rights of way within the Parish of Potton. • Provides a robust approach to mapping and implementing the wishes of the community for a high quality green infrastructure network. • Informs important decision-making that helps meet the aspirations of the community by identifying what is important to them and how they would like to see their local environment evolve for the benefit of present and future generations.

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Potton NP Policy Ref	Policy	Development contribution			Objectives
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EV-2	All new proposals must be sustainable and of a high quality that meet certification standards of BREEAM (Building Research Establishment Environmental Assessment Method), Building for Life 12, Building with Nature Benchmark and similar voluntary schemes. Designs and layouts must use a range of measures that must provide mitigation, adaptation and resilience to the impacts of climate change by minimising the vulnerability of the development and its surroundings to climate change impacts through a range of measures. This must be supported by a Sustainability Statement that identifies and demonstrates how the objectives will be met. Guidance of these measures is expanded in Potton NP - Annex F Green Infrastructure Design Guide.	-	X	**	The objectives of this policy are to ensure that any new developments address the issues of climate change and sustainability specifically through measures that: <ul style="list-style-type: none"> • Reduce carbon emissions through the use of renewable and low carbon energy sources such as solar and wind power and provide a minimum contribution of 10% toward a developments energy demands. • Maximise energy efficiency and optimise the use of natural light through the layout and design of buildings and landscaping . • Minimise water usage and promote water efficiency such as grey water recycling and use of water butts on all dwellings . • Minimise the impacts of overheating through the use of green roofs, walls and other Sustainable Drainage (SuDS) source control features within hard and soft landscape and planting schemes that will provide shade and help cool the atmosphere by providing a minimum of 25% tree, large shrub or green wall cover within the development.
EV-3	New development will not be permitted within identified Local Green Space or adjacent to those areas, where it will be deemed to have a negative impact on wildlife and the community. These	*	X	**	The objective of this policy is to protect those areas identified by the Green Infrastructure and Neighbourhood Plans as being important for wildlife and to the community for its amenity, health and social well-being benefit.

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	are locations 4, 20, 22, 23, 24, 26, 27, 28 as shown in Vision F Green Infrastructure Map.				
EV-4	Proposals shall support the establishment of a Potton Green Wheel and contribute to facilitating public knowledge and understanding of the local natural environment.	**	-	**	<p>The objectives of this policy are to ensure that any new developments will actively:</p> <ul style="list-style-type: none"> • Assist in the connecting of footpaths and bridleways through and around the parish and facilitate the creation of cycle ways linking Potton to neighbouring villages and towns. • Contribute to the social wellbeing and health of the community by providing access to green space and nature. • Facilitate the protection and provision of landscape and habitat enhancement or the creation of new habitat opportunities for wildlife and public amenity. • Contribute to the enhancement and creation of existing and new corridors adjacent to or within the vicinity of developments that complements the wider landscape benefit to wildlife. • Enhance community education about wildlife and the environment through signage and interpretation boards where appropriate, leaflets, audio guides and other media to improve public enjoyment of the area.

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		Social	Economic	Environmental	
EV-5	All proposals must exercise their duty to protect and enhance existing landscape, habitat features and wildlife species and implement appropriate measures to deliver net-positive biodiversity gain. This must be supported by a Landscape and Ecology Statement that demonstrates how the objectives will be met.	-	-	**	The objectives of this policy are to make sure that any new developments will ensure: <ul style="list-style-type: none"> • All existing habitats and species, particularly those of priority importance to Potton, are protected and retained and their populations enhanced by appropriate mitigation on and off site. • Appropriate choices of native plant mixes are made with due regard to the characteristics of local habitats and distinctive species assemblages of flora and fauna. • All formal, non-native planting schedules benefits pollinators and includes where appropriate local heritage fruit varieties avoiding use of invasive non-native species.
EV-6	All proposals shall provide a long-term green space wildlife management plan supported by a commuted sum that contributes toward management and monitoring of the site.	-	-	**	The objectives of this policy are to make sure that any new developments will: <ul style="list-style-type: none"> • Contribute to the on-going management of existing and new features. • Provide a specified schedule of sustainable management that benefits people and wildlife. • Ensure the site is monitored for any positive or negative effects to inform the ongoing management of any necessary changes that might be required in the specification.



5 Conclusion

This Potton Neighbourhood Plan Basic Conditions Statement addresses each of the four 'basic conditions' required by the Regulations and demonstrates that the Plan meets the requirements of paragraph 8 of Schedule 4B to the 1990 Town and Country Planning Act.

In line with the Regulations, this Basic Conditions Statement explains how the Potton Neighbourhood Development Plan:

- Has regard to national policies and advice contained in guidance issued by the Secretary of State.
- Is in general conformity with the strategic policies contained in the emerging Local Plan for Central Bedfordshire Council.
- Contributes to the achievement of sustainable development.
- Does not breach and is otherwise compatible with EU obligations.