

Next stages in Neighbourhood Plan and Community Action Plan

Principles

- The NP sets out a series of strategic objectives for the village and a set of policies which need to be adhered to, particularly in any planning scenario. Adherence needs to be formally monitored.
- The CAP sets out a series of actions which BPC are committed to. In the main these will be taken forward by Advisory Groups. Progress reporting will be necessary.
- We need to prioritise how we spend CIL and then monitor progress of the resulting projects.

We are proposing that the existing FAG/CAG meeting, once a quarter, is the vehicle by which progress on the above is monitored and reported.

Next steps

- Produce a document setting out NP objectives and policies, and examples of how they should be used. AHJ
- Allocate each action within CAP to an AG. AHJ/CU
- Decide how actions that do not fit with an AG are progressed. AHJ/CU
- Develop a prioritisation and communication approach for CIL which involves councillors, VHT, residents. Projects to be prioritised against the agreed CIL criteria. AHJ/CU/SA (We will need to produce a flyer for residents)

Timescales

- Communicate general approach at November BPC.
- Produce documentation by end November.
- Communicate to AG Chairs. Early December
- Detailed approach to December BPC
- Hold first CAG/FAG meeting on this basis in January.
- Run CIL prioritisation process during February.

Proposal: To endorse the outline plans for managing the Neighbourhood Plan and Community Action Plan

Develop a prioritisation and communication approach for CIL

The PC has identified the need for clear criteria for allocation of CIL money. Draft criteria are attached for discussion and agreement. **Appendix 1** The proposal is that those bidding will need to complete an application form similar to that for donation requests.

BPC will need to agree a communication plan for CIL which involves councillors, VHT, residents. Projects to be prioritised against the agreed CIL criteria.

Initial thoughts are to produce a flier for all households

- outlining achievements of BPC,
- asking for residents' input,
- outlining the CIL proposals
- asking for other ideas
- and/or asking them to prioritise CIL proposals

Proposal to agree the criteria and application form for CIL money bids and the communication proposals

Councillor email addresses

See notes of Finance and Compliance Advisory Group meeting.

Policies

See notes of Finance and Compliance Advisory Group meeting.

Developing an Emergency Contingency Plan

The Chair attended the Cambridgeshire's Local Council's Conference. One of the workshops that she attended was on Planning for Emergencies. It was led by Jon Illingworth from Huntingdonshire District Council and Paul Parry, Cambridge City Council

This session looked at how parish and town councils can plan for and respond to emergency situations and support the wider multi-agency response.

They referred to:

Cambridgeshire and Peterborough Local Resilience Forum which is a multi-agency partnership made up of representatives from local public services, including the Emergency Services, Local Authorities, NHS England and the Environment Agency, which are all Category 1 responders under the Civil Contingencies Act 2004. The LRF is also supported by Category 2 responders, such as Highways England and utility companies.

<https://www.cambridgeshire.gov.uk/council/emergency-planning>

Huntingdonshire District Council has a section of its website dedicated to Emergency Planning

<https://huntingdonshire.gov.uk/environmental-issues/emergency-planning/>

There is guidance for Communities on Emergency Planning.

<https://www.huntingdonshire.gov.uk/media/1244/cplrf-community-guidance-on-preparing-for-emergencies.pdf>

The majority of Parishes have such plans administered by representatives from key groups in the Village. If we decide to go forward with this Jon Illingworth will meet with us to discuss.

Such a plan will have to involve more than just the Parish Council, in Buckden and Diddington it will need to involve.

- The school
- The Surgery
- The Village Hall Trust
- Thornhill Estates
- Local churches representatives
- Friends Indeed

Proposal to allow the Chair of Parish Council to further pursue discussions with key parties and report back to Council.

APPENDIX 1

Criteria for selection of projects for Community Infrastructure Levy funds

1 What is the Community Infrastructure Levy?

The Community Infrastructure Levy (CIL) is a charge which can be levied by 'principal' local authorities on new development in their area. It is an important tool for local authorities to use to help them deliver the infrastructure needed to support development in their area. Our Principal Local Authority is Huntingdonshire District Council (HDC).

- HDC can spend their portion of CIL on infrastructure in any part of their area; that spending does not have to be in the same locality as the development on which CIL is levied.
- HDC has a policy and guidance on how they prioritise their spending using CIL income.

As a Parish Council we can only receive a small proportion of the total CIL money; the proportion is set out in legislation. In addition, CIL is paid in installments by developers and delays in the development will affect the amount of payments received. This delay may affect how infrastructure projects are scheduled and prioritised.

2 What can the Community Infrastructure Levy be spent on?

- 2.1 Local authorities can only spend the levy on infrastructure needed to ease or mitigate the impact of the developments within their area, and they will decide what infrastructure is needed.
- 2.2 The levy can be used to increase the capacity of existing infrastructure or to repair failing existing infrastructure, if that is necessary to support or mitigate the effect of development.

3 Decision making in allocation of CIL funds

Buckden Parish Council plan that all decisions in relation to allocation of CIL funds should be completely transparent.

In order to be selected, projects must contribute the aims and objectives outlined in the Neighbourhood Plan and the Community Action Plan.

These are detailed in the plans, but they can be summarised as:

3.1 Community support

This will include:

- 3.1.1 Maintaining and if possible improving support for both older residents and young people. As well seeking to integrate new residents and supporting and developing the voluntary organisations in the village

3.2 Improving infrastructure

This will include:

- 3.2.1 Improving facilities for all residents but in particular recreational facilities for younger people
- 3.2.2 Delivering more efficient, safer, cleaner, and environmentally sustainable movement to, from and within Buckden with an infrastructure that promotes cycling and walking to enable residents to easily and safely access all areas of the village without use of cars

3.3 Landscape and Environment

This will include:

- 3.3.1 Developing climate change mitigation measures and support for the village.
- 3.3.2 Protecting areas and habitats of high biodiversity, maintaining the network of green corridors used by wildlife and to protect and enhance important sites for priority and protected species.

4 All projects must demonstrate that they:

- 4.1 Meet the CIL Regulations) 'to support the development' of an area through:
 - 4.1.1 the provision, improvement, replacement, operation or maintenance of infrastructure; or,
 - 4.1.2 anything else that is concerned with addressing the demands that development places on an area.
- 4.2 Provide evidence of how they address a local priority from the priorities outlined above.
- 4.3 Provide evidence of a benefit to Buckden and Diddington residents
- 4.4 Offer value for money
- 4.5 Are within the "powers" of the Parish Council, or can be delivered by handing CIL funds to another authority which has the "power" to deliver the priority for the village.

Once projects have been judged and selected against the criteria outlined above they will then be prioritised (for deliverability) through the Buckden Parish Council CIL Prioritisation Grid.