

## INDEPENDENT EXAMINATION OF BRIDGE NEIGHBOURHOOD PLAN

EXAMINER: Mary T O'Rourke BA (Hons) DipTP MRTPI

Philip Wicker  
Clerk to Bridge Parish Council

Lisa Gadd  
Senior Planning Policy Officer  
Planning Policy & Heritage  
Canterbury City Council

Examination Ref: 01/MOR/BNP

9 October 2018

Dear Mr Wicker and Ms Gadd

### BRIDGE NEIGHBOURHOOD PLAN EXAMINATION

Following the submission of the Bridge Neighbourhood Plan for examination, I would like to clarify several initial procedural matters. I also have a number of preliminary questions for Bridge Parish Council and Canterbury City Council.

#### 1. Examination Documentation

I can confirm that I have received the draft Plan and accompanying documentation, including the Basic Conditions Statement, the Consultation Statement and the Regulation 16 representations. Subject to the necessary clarification being received in answer to my attached questions, it appears that I will have what I need to enable me to undertake the examination.

Subject to my detailed assessment of the draft plan, I have not at this initial stage identified any very significant and obvious flaws in the Plan that might lead me to advise that the examination should not proceed.

#### 2. Site Visit

I intend to undertake a site visit to the Neighbourhood Plan Area during the week commencing 15 October 2018. This will assist in my assessment of the draft Plan, including the issues identified in the representations.

The site visit will be undertaken unaccompanied. It is very important that I am not approached to discuss any aspects of the Plan or the neighbourhood area, as this may be perceived to prejudice my independence and risk compromising the fairness of the examination process.

#### 3. Written Representations

At this stage, I consider the examination can be conducted solely by the written representations procedure, without the need for a hearing. However, I will reserve the option to convene a hearing

should a matter(s) come to light where I consider that a hearing is necessary to ensure the adequate examination of an issue, or to ensure that a person has a fair chance to put a case.

#### 4. Further Clarification

I have a number of initial questions seeking further clarification, which I have set out in the Annex to this letter. I would be grateful if you can seek to provide a written response within the next 2 weeks.

#### Examination Timetable

As you will be aware, the intention is to examine the Plan (including conduct of the site visit) with a view to providing a draft report (for 'fact checking') within 4-6 weeks of submission of the draft Plan.

As I have raised a number of questions I must provide both Canterbury City Council and Bridge Parish Council with sufficient opportunity to reply. Consequentially, the examination timetable will be extended. Please be assured that I will seek to mitigate any delay as far as is practicable. The IPe office team will seek to keep you updated on the anticipated delivery date of the draft report.

If you have any process questions related to the conduct of the examination, which you would like me to address, please do not hesitate to contact the office team in the first instance.

In the interests of transparency, may I prevail upon you to ensure a copy of this letter, and any responses to my questions, are placed on the Parish and City Councils' websites.

Thank you in advance for your assistance.

Your sincerely

**Mary O'Rourke**

Examiner

## ANNEX

### Bridge Neighbourhood Plan Consultation Draft June 2018 - Examiner's Preliminary Questions

From my initial reading of the Bridge Neighbourhood Plan and the supporting evidence I have a number of preliminary questions primarily directed to Bridge Parish Council (BPC), with the exception of question 7 specifically directed to Canterbury City Council. I have requested the submission of responses within two weeks of receipt of this letter but an earlier response would be welcome.

1. When was the decision taken by BPC to prepare a Neighbourhood Plan?
2. On what date was the formal application for designation as a Neighbourhood Plan Area made to Canterbury City Council?
3. Please provide further detail on the work carried out in preparing the Neighbourhood Plan, in addition to the information given in an attachment to the Plan (the page before the Glossary). When was the Plan Committee established? How many members did/does it have? How were they selected? Where can I find details of their meetings, minutes, etc?
4. I have a single bound document entitled the Bridge Neighbourhood Plan Consultation Draft June 2018 at the back of which there is, in addition to six appendices A to F, a number of other documents. Page 32 is described as The Consultation Statement, and at page 39 a Basic Conditions Statement. Please clarify those parts of the June 2018 Consultation Draft that are not intended to form part of the Neighbourhood Plan that I am to examine, and which the Parish Council are asking to proceed to referendum and be made.
5. There is a consultation statement attached to the Plan (pages 32 to 38). However, as a simple timeline which finishes at 27 April 2017, it does not give the detail that I would expect to see to be able to be satisfied that consultation on the Neighbourhood Plan has followed a transparent, fair and inclusive process, which has had regard to the advice in the Planning Practice Guidance on plan preparation and in procedural compliance with the legal requirements. Please could you direct me to where I can find more detail of the consultation exercises that were carried out during the preparation of the Plan, detail of the responses received, and of the relevant issues identified that have directed the policies and proposals now found in the Plan.
6. Please confirm the dates of the Regulation 14 consultation and where I can find information on any representations made as a result of that consultation and on any response by the Parish Council to those representations, including changes proposed to the Plan and its policies.
7. Can Canterbury City Council please confirm the dates and period of the Regulation 16 consultation.
8. Please provide a plan showing the boundaries of the Conservation Areas in the parish and the dates of the respective designations.
9. Please provide a plan showing that part of the Kent Downs Area of Outstanding Natural Beauty which lies within the parish.

10. Policy F3 of the Plan seeks to protect seven Important Local Green Spaces which are shown on the map on page 25 of the Plan. Whilst the spaces are numbered on the schedule on page 26, they are not identified by their numbers on the map. Please provide a corrected map showing the spaces by number.
11. Policy F4 of the Plan identifies 6 views to be preserved or enhanced, and these are numbered and their locations described in writing on page 27 of the Plan. There is also a map and photographs on page 28 showing 'Views towards the village'. However, the views on that map are not numbered and their descriptions do not match with those of views 1 to 6 on page 27. Please clarify this confusion and, if necessary, provide me with an amended map.
12. Policy G1 refers to the Village Design Statement which is appended to the Plan as Appendix A. It would be helpful to have more detail on the status of that Statement, when it was prepared, who by, how it was consulted on, and whether it replaced an earlier document.