

# Statement of Community Involvement

Development Brief for Potton Road,  
Biggleswade

April 2014

## **1. INTRODUCTION**

### **1.1 Background**

1.1.1 This document is a Statement of Community Involvement. It has been written in accordance with Central Bedfordshire Council's guidelines, these guidelines are provided in Central Bedfordshire Council's Statement of Community Involvement, adopted in October 2012.

1.1.2 This statement details the public consultation undertaken during the production of the draft development brief for the land north of Potton Road in Biggleswade.

1.1.3 The developers for the site are proposed to be Bellway Homes and Bloor Homes. The development brief has been written by these developers in conjunction with Central Bedfordshire Council.

### **1.2 Policy Background**

1.2.1 Policy HA1 in the Site allocations and Development Plan Document designated the Potton Road site for residential development. One of the requirements of this policy was that a development brief be produced to guide the development of the site. This policy allocated the 11 hectare site for residential development providing a minimum of 330 dwellings.

1.2.2 Paragraph 155 of the National Planning Policy Framework states:

*'Early and meaningful engagement and collaboration with neighbours, local organisations and businesses is essential. A wide section of the community should be proactively engaged, so that local plans, as far as possible, reflect a collective vision a set of agreed priorities for the sustainable development of the area ....'.*

1.2.3 Paragraphs 188-191 also note the participation of other consenting bodies in pre-application discussions should enable early consideration of all the fundamental issues relating to whether a particular development will be acceptable in principle and the guidance notes Local Planning Authorities have a key role to play in encouraging other parties to take maximum advantage of the pre-application stage, which can improve the efficiency and effectiveness of the planning application system for all parties.

1.2.4 The Planning and Compulsory Purchase Act 2004 requires Local Authorities to prepare a Statement of Community Involvement. Central Bedfordshire Council (CBC) adopted their Statement of Community Involvement (SCI) in October 2012. This SCI sets out four key ways the Council would wish to see the Community engaged on major applications (para 6.11):

- *"Developers or landowners take a key role in this [public consultation] as part of their obligation to the local community;*
- *Consultation carried out at the earliest stage of the application process with local people to explore their reactions and optimise potential community benefits as part of the development;*
- *Extra effort made to engage with hard to reach groups;*
- *Exhibitions and/or workshops being held to involve people in a non confrontational way, if appropriate."*

## **2. CONSULTATION UNDERTAKEN**

### **2.1 Outline**

- 2.1.1 Bellway Homes and Bloor Homes prepared the draft development brief whilst working alongside Central Bedfordshire Council. The consultation which took place during the production of this brief is detailed in the following sections.

### **2.2 Early Engagement with Biggleswade Town Council**

- 2.2.1 Two meetings were held with Biggleswade Town Council prior to the production of the development brief, these were attended by representatives from the developer's side and also Central Bedfordshire Council Officers. The first meeting was held on Tuesday 14th January and the second on Wednesday 26<sup>th</sup> February.
- 2.2.2 These meetings were arranged to give the Town Council the opportunity to highlight any issues which they thought should be picked up by the brief. At the first meeting representatives from Bellway and Bloor Homes gave a short presentation on their proposals for both the development brief and for the planning application. This presentation was followed by a short discussion and a question and answer session. The second meeting was a follow up to this. As the Town Council has responded this might provide a succinct summary of the issues raised/discussed.
- 2.2.3 Following the public consultation another meeting was held between the developers, CBC Officers and the Town Council. This was held on Thursday 24<sup>th</sup> April with the purpose of briefing the Town Council on the results of the public consultation and discussing the proposed steps moving forward.

### **2.3 Formal Period of Consultation:**

- 2.3.1 Once the brief had been agreed with Central Bedfordshire Council officers and gained delegated approval via Members and the Assistant Director, it was put forward for public consultation. A four week public consultation was arranged; it began on Thursday 13<sup>th</sup> March and concluded on Wednesday 9th April.
- 2.3.2 The activities that this consultation involved are detailed below; however copies of the document and questionnaires were made available to the public online and in hard copy at selected locations throughout this consultation period.

#### Letters to statutory consultees and residents

- 2.3.3 Statutory consultees, local Town and Parish Councils and the local ward members were sent letters and emails prior to the formal period of public consultation. The letters informed them of the upcoming public consultation and included details on the planned public exhibition.
- 2.3.4 A total of 1,996 letters were sent to residents to inform them of the consultation on the draft development brief and invite them to the public exhibition.
- 2.3.5 Letters also provided contact details for the Local Planning team and gave details on where documents could be viewed both online and in hard copy.

#### Questionnaire

- 2.3.6 A questionnaire was set up to allow the public to respond to the draft development brief. This questionnaire could be completed online, or if it was completed as a hard copy it could be posted to a freepost address or left at either Biggleswade Town Council or Biggleswade Library.

2.3.7 The questionnaire was set out with questions on different sections of the brief to ensure that the brief was being read in conjunction with the questionnaire. A copy of the questionnaire is provided in Appendix A at the end of this report. Questions were asked on:

- *Constraints identified in the brief;*
- *Opportunities identified in the brief;*
- *Housing, including integration with the countryside and range of types and sizes;*
- *Open space;*
- *Access to the site;*
- *Planning contributions.*

#### Media

2.3.8 The Biggleswade Advertiser included a piece on the consultation in its 12th March edition. A reporter from the paper then attended the exhibition and produced a follow up piece in the 19th March edition. Copies of these are provided in Appendix B at the end of this report.

2.3.9 Biggleswade Town Council included a piece on the consultation in the news section of their website (Appendix C). This was supported by the exhibition material which was left at the Town Council following the exhibition. The exhibition boards were left on display at Biggleswade Town Council's offices for a period of two weeks following the public consultation event and were then displayed at Central Bedfordshire Council's Chicksands offices. The exhibition boards are displayed in Appendix D.

2.3.10 The consultation and public exhibition were advertised by Central Bedfordshire Council using their website and Twitter and Facebook social media platforms. In addition to this emails were sent to residents who had signed up to receive alerts from the Council on these matters. Appendix E provides examples of these.

2.3.11 Throughout the exhibition Central Bedfordshire Council had links to the draft Development Brief and questionnaire on their consultation and planning pages. This website was publicised in all the letters and emails sent out, social media announcements and posters displayed around the site.

#### Posters

2.3.12 Prior to the public consultation, posters were put up around the development site. The posters advertised the public exhibition, provided a web address for the online consultation page and stated that material could also be viewed at Biggleswade Town Council, Biggleswade Library and Central Bedfordshire Council's Chicksands offices.

2.3.13 These posters were displayed in prominent public locations including; Biggleswade Library, Biggleswade Town Council offices, the Post Office, ASDA, Sainsbury's and three newsagents around the town. On the day of the exhibition additional posters were put up in the streets around the Town Council offices where the exhibition was being held. A copy of the poster is provided in Appendix F.

#### Public consultation event

2.3.14 On Thursday March 13th a public consultation event was held at Biggleswade Town Council's offices. This event was held between the hours of 14:00 and 20:00 to allow people to stop by if they were visiting the town centre around lunchtime, or later on their way home from school and work. The event set up half an hour early to give local ward members the opportunity to stop by beforehand.

- 2.3.15 Throughout the exhibition representatives from the developer's side and from Central Bedfordshire Council were available to take questions and talk to the public, a transport consultant was also present to address anticipated concerns over traffic.
- 2.3.16 Boards were set up to display the proposals and copies of the development brief and questionnaires were available to either fill in at the event or take home. Tables and chairs were provided to allow people to fill out their questionnaires at the event if they wished.
- 2.3.17 A total of 85 people were checked in, but it is thought that more people may have entered the exhibition and chosen not to sign in. Prior to the public consultation event, some members of the public had complained that not enough notice was given. Central Bedfordshire Council resolved to monitor attendance and then put on another consultation event if deemed necessary. Since attendance was high and all documents were available online, another event was not deemed necessary.
- 2.3.18 The exhibition boards were displayed at the Town Council offices until 21<sup>st</sup> March when the space was no longer available. They were then moved to Central Bedfordshire Council's Chicksands offices and displayed in the reception area for the remainder of the consultation. In addition to this an electronic copy of the exhibition boards were loaded onto the consultation section of Central Bedfordshire Council's website. Therefore there was adequate opportunity to see the exhibition boards for those not able to attend the event.

### **3. RESULTS OF CONSULTATION**

#### **3.1 Responses received**

- 3.1.1 During the four week consultation period, a total of 35 questionnaires were completed. There was a fairly even split between those completed online and those completed in hard copies. The hard copies were picked up from Biggleswade Town Council (some on the day of the exhibition) and received via the freepost address. Of the 35 respondents to the questionnaire, the vast majority identified as residents of Biggleswade.
- 3.1.2 During analysis of the results it became clear that on the questions which were open to comments, the comments made did not necessarily respond to the question asked. Therefore it was decided that all comments should be considered against the brief as a whole, rather than considering each comment in relation to the question it was written under.
- 3.1.3 An additional 12 representations were received by email or letter, including those from Statutory Consultees.

#### **3.2 Issues identified**

- 3.2.1 All comments and questionnaire responses received have been summarised in table 1. This table identifies the issues raised and includes a response to the query alongside any changes made to the brief as a result.
- 3.2.2 In general the main issues raised within the questionnaire and written responses were:  
  
Facilities: Concern was raised over increased pressure on Biggleswade's services and facilities, particularly the doctor's surgery and schools.

Highways: Though the document did state that the development would not go ahead until the Eastern Relief Road was completed, many people commented that the development should not be

allowed to go ahead until the Eastern Relief Road and associated roundabout was fully complete and in use. A number of comments were also received concerning the impact of additional traffic on the local road network including Potton Road, St John's Street, Sun Street, Drove Road and London Road.

Access: A number of comments on access were received though there did not seem to be one preferred method of access.

Pedestrian and cycle links: The development will retain and enhance the existing bridle path and footpath which border the site. Some questionnaire respondents did not understand this and commented about their loss or maintenance. Comments were made in favour of the proposed pedestrian crossing point on Potton Road, though some were cautious about the impact that this would have upon the school.

Wildlife: Particular reference was made to the potential presence of a Badger sett and Skylarks on site by some respondents. The development brief did state that full ecological surveys would be undertaken.

Rural nature of the area: The comments made on the site's rural location in general disagreed with the allocation of the site as a whole, something which is outside of the context of this brief. Some respondents felt that the rural landscape would be negatively affected by the development, some of these comments suggested that the respondents did not realise that existing hedgerows would be retained and enhanced.

Impact on Edward Peake School: Some respondents were concerned that provision of a pedestrian crossing on Potton Road would mean that Edward Peake School would lose the school crossing patrol currently in place. One respondent suggested that the parking associated with the school drop-off and pick-up periods should be considered within the context of the development.

Design: A large number of comments on design were received, especially in relation to parking provision and road design. Repeatedly reference was made to the other new developments nearby which respondents felt were poorly designed and ruined by on-street parking. Other comments about design included concerns over density and comments about sizes and locations of play areas and open space.

Housing type: A number of respondents felt that the number of homes on site should be reduced and questions were also raised as to the proportions and locations of affordable housing.

Drainage: A small number of comments were received on drainage, with residents of bordering estates concerned that their recent issues drainage and odour would return or be increased as a result of the development.

- 3.2.3 Many comments were also received on issues outside of the scope of this brief including; provision of litter bins in town, potential to ban HGVs from the town centre, signage for the Eastern Relief Road and specific parking, taxi or road issues in the town centre.
- 3.2.4 More technical comments were made about the document itself, some of which did lead to changes including the addition of a glossary, improved definition of public art and expansion of Figure 5.1.
- 3.2.5 A full breakdown of comments received is given alongside responses in table 1.

### 3.3 **Resulting changes to brief**

- 3.3.1 The draft development brief was updated in response to the comments received during public consultation. No major changes were made to the context but a list of abbreviations was added to the end of the document and some points were clarified.
- 3.3.2 The tracked change document gives a detailed account of all changes made, however the main changes were:

Addition of a list of abbreviations – this was in response to comments received regarding the readability of the document and over-use of technical terms.

Small changes for consistency – this included ensuring that all figures given in the document were given in metric measurements.

Integration with existing properties – text was added to the brief to confirm that the development would need to have regard to relationships with existing properties on Potton Road. (Section 2.3.1)

Crossing point – reference was added to the school crossing point adjacent to Nursery Close, confirming that this would be unaffected by the development site. (Section 2.3.1)

Changes in policy – the policy section was updated to reflect the recent adoption of the Design Guide and approval of the Leisure Strategy. (Section 4.1.0)

Traffic issues – Although the document already stated that a full Transport Assessment would accompany any planning application, text was added to the document to state that this Transport Assessment would include an assessment of impacts on the surrounding road network including Sun Street, St John's Street and the A1 roundabout. (Section 5) (Reference to Construction Traffic Management Plan and Noise Assessment also added to Section 8.1)

Access – text added to clarify requirements. (Section 7.4)

Infrastructure and facilities – text was added to confirm that the infrastructure needs of the community would be met through discussions on the Section 106 package. (Section 6.6)

Existing bridle paths and footpaths – the opportunities section was updated to clarify that the existing bridle path and footpath would be retained and improved and that views from them would also be considered. (Section 6.7)

Affordable Housing – text was updated to state that the required percentage of affordable housing was 35%. (Section 7.2)

Eastern Relief Road – an individual section on the Eastern Relief Road was added to make it clear that the development would not come forward until the Eastern Relief Road had been completed. (Section 7.8)

Public Art – a definition of public art was added to the document in response to a comment asking what it was. (Section 6.5)

## 4. **CONCLUSION**

- 4.1.1 This report has shown that considerable effort was made to engage with residents on this development brief. The public consultation event was well advertised through media and posters around the town, this led to a high attendance rate at the exhibition.

- 4.1.2 As shown by Table 1 the Development Brief has been updated where required, reflecting comments made during consultation. There were many comments made which were either outside of the scope of the brief, or will need to be instead picked up at Planning Application stage.
- 4.1.3 Moving forward, it is proposed that Edward Peake School be consulted on the proposals to address the concerns raised by residents during the public consultation.

#### **Tables and Appendices:**

Table 1: Summary of Consultation Responses

Appendix A: Questionnaire

Appendix B: Articles from Biggleswade Advertiser

Appendix C: Biggleswade Town Council news page publicising event

Appendix D: Exhibition Boards

Appendix E: Central Bedfordshire Council publicity of event: (1) Consultations Page, (2) Planning Page, (3) Online Survey, (4) Letter, (5) Reminder Email, (6) Twitter announcement, (7) Facebook announcement.

Appendix F: Poster displayed around town to advertise event



Table 1 : Summary of Consultation Responses

## Summary of main issues raised during Consultation for Potton Road, Biggleswade

<u>Comment</u>	<u>Response</u>	<u>Change made (if required)</u>
<b>Document and Consultation process</b>		
1. Acronyms not defined and no glossary of terms in document. 2. Document very technical and difficult for residents to understand.	Accepted. List of abbreviations to be added to the Brief.	<i>List of Abbreviations added to document (Section 9).</i>
3. Document is vague.	This document is a Development Brief, and therefore only intended to provide a guide to inform a later and more detailed planning application.	N/A
4. Metric and imperial measurements both used throughout document.	Acknowledged – amend to metric.	<i>Reference to 15ft reservation strip amended to metric measurement.</i>
5. No maximum number of homes mentioned. 6. How many more than 330 are proposed? 7. What is the upper limit of housing on the site?	Policy HA1 stipulates a minimum of 330 dwellings at the site. It does not state a maximum amount, and therefore no reference to a maximum is made in the document. The final number of units will however be determined through pre-application discussion, having regard to Council policy, in particular the newly approved Design Guide.	N/A
8. Existing hedges not shown on plan.	Plans within the document are indicative.	N/A
9. Brief will need to address health constraints.	Contributions towards healthcare will be required as part of the Section 106 Agreement at the planning application stage.	N/A
10. What is a 2.5 storey house?	These are 2-storey dwellings with rooms in the roof spaces.	<i>Paragraph 6.2 amended to clarify.</i>
11. Document does not show impact on views from Bridle Way.	Matter to be addressed at the application stage, through a Landscape Visual Impact Assessment.	<i>Acknowledged – add to text (refer to Paragraph 6.7)</i>
12. No communication or consultation with residents.	The site has been allocated since 2011 in the Site Allocations DPD. Its allocation was promoted through standard consultation processes prior to its adoption. In respect of the Development Brief, the Town Council have been consulted since discussions on the site commenced with the developers. Similarly, residents in the adjacent bungalows have been consulted separately and their comments taken on board by the developers in their emerging plans.	N/A
13. More notices should be given of consultation.	Accepted, due to the late notice of the exhibition Central Bedfordshire Council decided to monitor attendance at the exhibition and carry out another if deemed necessary, however due to a high turnout this was not deemed necessary. In addition to this Central Bedfordshire Council have been available to answer questions throughout the 4 week	N/A

## Summary of main issues raised during Consultation for Potton Road, Biggleswade

	consultation.	
14. Only a small section details water pipes?	This detail will be picked up in the planning application.	N/A
15. Figure 5.1 too small to read. Cannot understand the vehicle route into Nursery Close. Suggest a bigger map with the three photos at the side.	Noted.	<i>Figure will be expanded. Change 'vehicular route' to say 'existing vehicular route'.</i>
16. Presume red dotted line is perimeter of development although not indicated.	Noted.	<i>This will be added to the key in Figure 5.1.</i>
17. Pumping Station not shown on map.	Noted.	<i>This will be added to Figure 5.1.</i>
18. What is public art provision?	Noted.	<i>Explanation will be added to Section 6.5.</i>
<b>Facilities</b>		
19. The development will not provide any public services or facilities. Increased pressure will be put on existing facilities and services in Biggleswade which are already stretched (including schools and healthcare). 20. No mention of improved health facilities. 21. Development needs shop/ doctors etc. 22. Perhaps Biggleswade Hospital could incorporate a doctors and dentists for residents of this site and King's Reach? 23. Impacts on doctors and schools should be addressed by relevant parties not just developers. 24. Impacts should be considered sooner rather than later.	The developers are in talks with the Council on the heads of terms for a S106 Agreement to address infrastructure capacity issues. This matter will be addressed and potentially agreed prior to the submission of the planning application.	N/A
<b>Highways</b>		
25. Concern over the impact that additional traffic could have on the local roads and the town centre. Particular concern for Potton Road, Drove Road, Sun Street, London Road and St John's Road. 26. How will existing traffic be managed? 27. Will travel surveys be undertaken to map the impact of extra traffic using Potton Road, and how much will traffic reduce by when the new relief road is built?	A full Transport Assessment to CBC's satisfaction will be required at planning application stage. A draft of the Transport Assessment for the site is with our Highway Officers for agreement. The Transport Assessment has been prepared within an agreed scope, including consideration of contentious junctions within the town. This includes an assessment of the Eastern Relief Road.	<i>Add to text to refer to particular roads (Table 5.1).</i>
28. Impacts of King's Reach, the Eastern Relief Road and other proposed developments should be properly considered before this development is allowed. In particular the traffic generation that is likely to result from	A full Transport Assessment to CBC's satisfaction will be required at planning application stage. This Transport Assessment will take account of committed development in its assessments.	N/A

### Summary of main issues raised during Consultation for Potton Road, Biggleswade

King's Reach.		
29. Suggestion of a northern relief road.	The completion of the ERR will adequately address the capacity of this site.	N/A
30. Eastern Relief Road should be built before this development.	Policy HA1 stipulates that development on this site will be subject to the completion of the ERR. This is acknowledged by the developers.	<i>Already referenced in Section 3, but Section 7.8 added to ensure clarity.</i>
31. Access to the development should be from Eastern Relief Road, not Potton Road.	This is not possible as the development site will not border the new roundabout and that land is in separate ownership.	N/A
32. Roundabouts should be provided to access the development. 33. Access should be via staggered mini-roundabouts in line with existing access roads, not staggered as the plan shows. 34. Access roads situated very close to existing roads. 35. Access should not be opposite the Maythorns, to reduce congestion. 36. Why should there be two vehicular accesses when the David Wilson Homes (King's Reach) development has only one. 37. Access opposite the Williams Court would be problematic as it is just past a very busy school crossing patrol and also a blind-bend in the road. 38. One proposed exit/entrance opposite or staggered to Devon Drive would be more appropriate as Potton Road is already extremely busy.	The safest method of access to the development site will be considered in consultation with CBC Highways Officers through the Transport Assessment. At present, priority junctions are proposed and deemed acceptable subject to consideration of the final TA.	<i>Text added at 7.4 to clarify requirements.</i>
39. Don't want too many traffic calming measures. 40. A 20mph speed limit should be considered away from main distributor roads. 41. Traffic calming measures required	Design and types of roads will be considered in consultation with CBC Highways Officers through the Transport Assessment. This will be in part informed by the guidance provided by the Central Bedfordshire Design Guide.	N/A
42. Have the impacts of construction traffic been considered, in particular the increase in traffic and the noise generated?	See above regarding the increase in traffic. A full Noise Impact Assessment will support the planning application in time. It will consider the noise impacts from Potton Road as well as from the railway line further west. A Construction Traffic Management Plan will accompany the Transport Assessment also.	<i>Reference to a Noise Assessment and Construction Traffic Management Plan added to the list of documents required with the application submission (refer to</i>

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		<i>Paragraph 8.1).</i>
43. Access to the A1 (north and south) would need improvement.	The impact on highways will be assessed in the Transport Assessment.	N/A
44. Proposed development is within a 40mph, with the increase in traffic and Eastern Relief Road, is there scope to extend the 30mph to include the development site.	This is not within the scope of the brief, however we understand that it the possibility of making the stretch of road between the Roundabout and Eastern Relief Road 30mph is being explored.	N/A
45. When the Eastern Relief Road is complete, a height/weight limit should be considered for other roads to reduce HGVs in town centre. 46. Should stop HGVs from accessing the town centre, perhaps by moving industries out of town centre. 47. Good signage at Eastern Relief Road needed to direct all non-Biggleswade traffic onto the Relief Road. 48. Current speed restrictions ignored. 49. There is already a great deal of pressure on parking in Biggleswade Town Centre. 50. Parking study required to understand the impact of the new road layout on parking at the junction of Potton Road/ Drove Road near where the Spread Eagle pub was. 51. Review should be undertaken of yellow lines on main routes into town to ensure free-flow enforced. 52. Once new road opened, will there be a prohibition on foreign and UK HGV's? 53. Approval has been given to the installation of traffic calming measures on Potton Road in the near future; this will reduce the capacity of the road. 54. Is there consideration to extend the 40mph to include the Bedfordshire Growers and Plymouth Brethren School, if not 40mph then 50mph? 55. On Sun Street accessibility is poor, large vehicles often go on the pavement. 56. Junction of Drove Road and London Road needs redesigning for heavy traffic.	These are matters for CBC Highway Officers to consider and beyond the scope of the Brief.	N/A
<b>Other transport</b>		
57. Loss of Bridle Path for rural walks.	There will be no loss of existing bridleway or foot path adjacent the site as a result of the development. These rights of way do not currently enter the site, instead following the field boundary. These will be	<i>Text updated to reflect retention and enhancement of existing</i>
58. No mention of improvements to Bridle Paths or footpaths on boundaries. No information is given on their future		

## Summary of main issues raised during Consultation for Potton Road, Biggleswade

59. maintenance either. 60. The route to the Common should be a key consideration. 61. How will access to walking areas be preserved for all local people? 62. How will the Common and access to it for all local people be preserved? 63. There should be connections to existing Rights of Way. 64. Many people exercise along these Rights of Way, and many also use them to cycle to the RSPB.	protected and enhanced with linkages from the development in time.	<i>rights of way (refer to Paragraph 6.7).</i>
65. Although Rights of Way will not be restricted, not many people will want to run/cycle/walk alongside houses.	The Rights of Way will be retained and improved, therefore improving links to green space such as the Biggleswade Common.	N/A
66. Definite need for pedestrian crossing on Potton Road. 67. Two pedestrian crossings needed one near Edward Peak School / Drove Road and one near Drove Road / Mountbatten Drive.	Agreed. The location of a new crossing point (and potentially two crossings) is being discussed with CBC Highways and the developers, and will be confirmed in the Transport Assessment supporting the application on submission.	N/A
68. Development needs to provide good quality pedestrian and cycle paths to reduce car reliance.	Pedestrian and cycle facilities will be provided in line with the guidance given in the Central Bedfordshire Design Guide.	N/A
69. Footpath/pavement from Biggleswade to the site would need huge upgrading; it is not even safe to walk along there. It needs maintenance to stop weeds growing over it.	The Transport Assessment will assess access by all modes and identify any issues which may need to be considered for off-site contributions.	N/A
70. No firm proposals for improved public transport.	The Transport Assessment will assess the impacts that the development will have on public transport. Any appropriate mitigation measures which are required will be identified following this.	N/A
71. Additional rail capacity should be considered.	This is not deemed necessary for the scale of development at the site.	N/A
72. More taxis and taxi rank needed in the town centre.	This is not a matter for consideration within the scope of the document.	N/A
<b>Wildlife</b>		
73. Impact on wildlife should be properly considered. 74. Wildlife will be pushed out of the area. 75. How will ecology be protected? Have any surveys been done?	Agreed. Full ecological surveys will be undertaken and submitted at application stage.	N/A
76. Area is within close proximity to land designated as a local wildlife site. Advised to consult with the Local Wildlife Trust on this matter.	CBC Environmental Policy teams have been consulted on this brief and the Wildlife Trust will be consulted on the full Planning Application.	N/A
77. There is an active Badger Sett to the northern boundary; this conflicts with the proposed location for the pumping station.	The presence of a badger sett will be considered in the further surveys to be undertaken by the developers. If located, suitable and appropriate mitigation will be required, to the satisfaction of CBC.	N/A
78. Area is a breeding site for endangered Skylarks and corn	The suitability of the site as breeding habitats for skylarks and corn	N/A

### Summary of main issues raised during Consultation for Potton Road, Biggleswade

bunting.	bunting will be considered in the further surveys to be undertaken by the developers. If located, suitable and appropriate mitigation will be required, to the satisfaction of CBC.	
<b>Rural nature of the area</b>		
78. Development will remove rural and open nature of the area. 79. Potton Road is a natural break to King's Reach and enables a visual connection with the Common. 80. Houses should be built on wasteland, not on farmland. 81. Loss of rural views. 82. Will be hardly any agricultural land left. This land is used to farm crops; loss of it will reduce available food.	The site is allocated for development under Policy HA1 and will come forward as part of CBC's 5 year housing land supply. Change to the open nature of the site is inevitable as a result. However, the development of the site will be subject to design and landscape considerations, as well as landscape visual impact assessment, to ensure delivery of a high quality scheme.	N/A
83. Site is proposed in an area of Outstanding Natural Amenity with sweeping panoramic views.	The area does not lie within an Area of Outstanding Natural Beauty.	N/A
84. Hedgerows and planting should be replaced by continuous screening to maintain a rural walk. 85. Figure 7.1 indicated the existing hedgerows and trees, will these remain in place or will they be cut down and not replaced?	Existing hedgerows around the site will be retained and enhanced with appropriate new planting	<i>Text added to Section 7.4.</i>
86. Site should not be developed as it is Greenfield, countryside and possibly greenbelt.	The site does not lie within the Green Belt.	N/A
87. Existing trees already identified are of high quality and need to be retained. 88. I assume trees of high quality foot protection will not be retained	A detailed tree survey will be undertaken and submitted at application stage. Existing trees are to be retained.	N/A
89. Open space referred to as a 'village green', will this be a village?	The term is indicative and related to the concept of a centrally located, open green for use and enjoyment by all.	<i>Amend text to remove reference to 'village green' (refer to Paragraph 7.4, 3<sup>rd</sup> bullet point).</i>
90. Will take away open space which is popular with walkers/cyclists.	The site is private and not currently accessible by walkers. The existing footpath and bridleway bordering the site will be retained and enhanced.	N/A
91. Mature trees should be planted to screen the development from bridle ways and footpaths. 92. Will existing hedgerows and trees remain in place?	The existing hedgerow planting around the site will be supplemented with new planting to reinforce the boundaries.	N/A
93. Green Space is not a substitute for countryside.	Agreed. The open space within the site will however provide useable space for play and enjoyment. Play spaces will be being designed in accordance with the Council's recent Leisure Strategy.	N/A

## Summary of main issues raised during Consultation for Potton Road, Biggleswade

<b>Impact on Edward Peak School</b>		
94. Safety impacts for pupils accessing Edward Peake School, including the potential for the school to lose their crossing patrol as a result of the proposed crossing point.	The existing school crossing point further west on Potton Road will not be affected. At least one new crossing point from the site will also be delivered which will facilitate safe access to the school.	<i>Reference to the retention of the School Crossing Point on Potton Road to be added (refer to Paragraph 2.3.1, under Biggleswade).</i>
95. Concerns over additional traffic near school, traffic calming measures required. 96. Speed camera should be considered outside Edward Peak as many drivers exceed the speed limit. 97. Increase in traffic will endanger pupils accessing the school.	Design and types of roads will be considered in consultation with CBC Highways Officers through the Transport Assessment. This will be in part informed by the guidance provided by the Central Bedfordshire Design Guide.	N/A
98. Currently parents are unable to collect their children directly from school by car so wait for their children in adjoining roads. This is dangerous and increases congestion.	Discussions will be had to determine any impacts that the development would have on Edward Peak School. This will include issues of parking and safe access for pedestrians.	N/A
<b>Design</b>		
99. Screening should be provided to ensure the surrounding area and bridle paths preserves their rural nature. 100. Some greenery should be provided near border with existing housing to ensure residents aren't boxed in.	Existing hedgerows around the site will be retained and enhanced with appropriate new planting.	N/A
101. No mention of keeping homes a good distance apart. 102. Should ensure that development is of high quality and unique and different to all other new developments. 103. Provides developers with an open book. 104. Roads should be built to high specifications 105. New builds have not followed this approach, how will it be enforced?	Any planning application will be assessed against the Central Bedfordshire Design Standards to ensure high quality design.	N/A
106. How will it be ensured that a sufficient amount of parking is provided and that this parking is well designed to avoid the problems which have been seen on the Kings Reach development where cars are parked on verges and blocking pavements. 107. If the roads are narrow and cars attempt to park on both sides, it can be difficult for emergency vehicles to access the site or for cars to get off driveways.	Will be addressed at the application stage, with regard to the new parking standards within the Design Guide.	<i>Reference to the approval of the Design Guide to be added (refer to Paragraph 4.1.0).</i>



### Summary of main issues raised during Consultation for Potton Road, Biggleswade

108. Concern over garage sizes.		
109. How will development blend in with surrounding areas?	Any planning application will be assessed against the Central Bedfordshire Design Standards to ensure high quality design. This includes having regard to the character of the local area.	N/A
110. How do emergency services access the site, especially houses on the perimeter?	This is a matter for the planning application to consider, with a need for the scheme to be tracked to ensure safe and easy access for emergency services. The arrangements will need to satisfy CBC officers in this regard.	N/A
111. Do not require 4 LEAPs.	LEAP spaces are being provided in line with CBC requirements, as set out in the Leisure Strategy.	N/A
112. The Indicative Open Spaces seem random; a more holistic approach is required with linked open spaces forming a meandering green corridor for residents and wildlife.	Noted. This will be picked up as a consideration for the Planning Application.	N/A
113. More open spaces should be provided rather than just one large one.	Agreed. The development will need to provide for the open space needs of all new residents to the standards of CBC's Leisure Strategy.	N/A
114. Regardless of mitigation, existing residents will be overlooked. 115. Two storey houses on border with existing properties will box-in existing bungalows. 116. Excellent provision must be made for bungalows backing onto the site.	The relationship to existing housing is acknowledged. The development architects will need to carefully consider these relationships.	<i>Reference to the need to regard existing relationships added at Paragraph 2.3.1.</i>
117. Care should be given to how affordable housing is integrated into the development.	Affordable housing will be provided in clusters across the site.	N/A
118. Too dense- High density housing causes narrow roads with cars parked on verges/ obstructing pavements. 119. Housing too dense and too intensive.	Development of 330 dwellings at the site will yield units at 30 dwellings per hectare, which is appropriate for this location. Any planning application will be assessed against the Central Bedfordshire Design Standards to ensure high quality design.	N/A
120. Houses must have their own gardens.	Gardens will be provided in accordance with the guidance set out in Central Bedfordshire Council's Design Guide.	N/A
121. Housing located close to foul pump.	A 15m no build zone is to be provided around the existing foul pumping station, as required.	N/A
122. No footpaths have been provided on King's Reach, no confirmation that this will not be the case here.	Estate roads will need to be designed to the satisfaction of CBC's Highway Officers. Limited shared surface streets may not have footpaths on both sides but will be a shared space.	N/A
123. Roads shouldn't be too narrow.	Estate roads will need to be designed to the satisfaction of CBC's Highway Officers.	N/A
124. Parking and storage areas should be visible from homes	Agreed.	N/A



## Summary of main issues raised during Consultation for Potton Road, Biggleswade

to reduce theft.		
125. Must ensure high specification locks are fitted on doors and windows.	Noted.	N/A
126. Parking areas should be permeable to reduce flood risk.	A full Flood Risk Assessment will be required at application stage to determine the flood risk strategy for the site.	N/A
<b>Housing type</b>		
127. Number of homes should be reduced.	Policy HA1 required an indicative minimum of 330 homes.	N/A
128. How far away are houses from Potton Road?	Setback from Potton Road is around 10m (To be checked)	N/A
129. No consideration has been given to elderly/disabled housing.	Noted. The mix of units will be agreed as part of the pre-application discussions.	N/A
130. Proportion of affordable housing not clear. What is Policy CS7?	35% affordable housing will be provided. This will be pepper-potted across the site in small-medium sized clusters.	Added to text (refer to Paragraph 7.2).
131. What percentage is social housing and is it all in one area?		
132. Would like to see 50% social housing.	Noted, but not a policy requirement.	N/A
133. Affordable housing should be reduced; it looks out of place on any development.	Noted, but 35% is the policy requirement, subject to viability assessment.	N/A
134. Housing type unsuitable.	The mix of units will be agreed as part of the pre-application discussions.	N/A
135. King's Reach provides this type/size, Biggleswade needs more larger houses		
136. Young people cannot currently afford to purchase in the area.	CBC policies will require an appropriate mix of property sizes and types.	N/A
137. Don't want people from outside the area to live in the affordable housing.	Noted. This will be a matter for CBC Housing Officers and the Housing Association to be linked to the site.	N/A
<b>S106 contributions</b>		
138. Should be more entertainment/leisure facilities, including for young people.	The Heads of Terms for the S106 Agreement are subject to discussion, and for agreement prior to the submission of the planning application.	N/A
139. Highways improvements should be in the form of junction improvements and better quality roads, which will benefit more people than just cycling improvements.	The amount of financial contribution towards sustainable transport remains to be agreed, subject to the findings of the final Transport Assessment.	N/A
140. At time of writing, NHS England required a contribution of £621 per dwelling for Primary Care.	Noted.	N/A
141. S106 contributions too high, could be omitted completely and money spent on building for community or ring fenced for Biggleswade.	Section 106 contributions will be sought in line with Central Bedfordshire Council's Planning Obligations Strategy, this is set out in Section 7.3 However, if there are specific requirements then these will be taken into consideration at the Planning Application stage.	N/A
142. Make sure the full amount is charged.		
143. No evidence or detail to show how these can be met.		
<b>Miscellaneous</b>		

### Summary of main issues raised during Consultation for Potton Road, Biggleswade

144. Development has destroyed Biggleswade's character without improving the town.	This site has been allocated under Policy HA1.	N/A
145. There is no need for any more development in this area; King's Reach fulfils all need for development here.	The site is allocated for development under Policy HA1 and will come forward as part of CBC's 5 year housing land supply.	N/A
146. Existing houses onto the site will become overlooked, boxed-in and natural light to the site will be restricted.	The relationship to existing housing is acknowledged. The development architects will need to carefully consider these relationships.	N/A
147. Impact on security for existing properties bordering the site that simply have fences at present.	The new development will have to provide new and robust fencing to existing properties.	N/A
148. This development was previously turned down, what has changed since then?	The site was allocated in 2011 to meet Central Bedfordshire Council's housing targets. This is a Development Brief to guide future planning applications.	N/A
149. May set precedent for building from site up to railway (infilling).	The site allocation only includes the subject site, with no land beyond the site boundary currently proposed for development or allocation.	N/A
150. Pressure for further housing will cause spread beyond nominated sites.	The site allocation only includes the subject site, with no land beyond the site boundary currently proposed for development or allocation.	N/A
151. Existing drainage odour problems may be worsened. 152. Will water pump be able to cope; existing residents have had problems with this in the past. 153. Existing residents have problems with sewage, this will worsen it.	A full Flood Risk Assessment will be required at application stage to determine the surface water flood risk and foul water drainage strategy for the site.	N/A
154. Impact on house prices for existing residents.	Not a planning consideration.	N/A
155. Disagree with principle of expanding Biggleswade (either in this part or in general). Would be more sustainable to build a completely new settlement/ elsewhere. 156. Should build near the A1 south roundabout instead.	The site is allocated for development under Policy HA1 and will come forward as part of CBC's 5 year housing land supply.	N/A
157. What are the timescales?	Approval of the document at Executive in May 2014, with a planning application submission to follow. Development on site cannot start until the Eastern Relief Road is complete.	N/A
158. No more schemes should be proposed until the effects of the existing developments/ schemes are known.	The site allocation only includes the subject site, with no land beyond the site boundary currently proposed for development or allocation.	N/A
159. Needs to be more litter bins around the town.	This is outside of the scope of this brief.	N/A
160. How do you know what is not an area of historic interest bearing in mind old hill fort not far away.	Historic/ Environment Records have been considered and CBC have consulted their in-house specialist archaeologist.	N/A

## Appendix A: Questionnaire



# Development brief for Land off Potton Road, Biggleswade



The draft Potton Road Development Brief will become planning guidance for residential development on the site in the future. The site has been allocated for a minimum of 330 dwellings. We would like to hear your views on the draft Development Brief.

Please review the draft Development Brief and provide your feedback by completing this questionnaire by Wednesday 9th April 2014.

You can also complete this online at <http://www.centralbedfordshire.gov.uk/consultations>

1. Are you responding as a:

- ☐ Resident of Biggleswade
- ☐ Resident of Central Bedfordshire
- ☐ Local Business
- ☐ Community/Voluntary Organisation
- ☐ Town/Parish Council
- ☐ Landowner/Developer/Agent
- ☐ Other

Please specify

## Constraints

To answer the following question, please refer to section 5 of the draft Development Brief.

2. The document identifies the constraints for developing the site. How far do you agree or disagree with these constraints?

- ☐ Strongly agree   ☐ Agree   ☐ Neither agree or disagree   ☐ Disagree   ☐ Strongly disagree

3. Do you have any comments to make about the constraints we have identified?

4. Are there any other constraints you think we have missed?

### Opportunities

To answer the following question, please refer to section 6 of the draft Development Brief.

5. The document identifies the opportunities for developing the site. How far do you agree or disagree with these opportunities?

☐ Strongly agree   ☐ Agree   ☐ Neither agree or disagree   ☐ Disagree   ☐ Strongly disagree

6. Do you have any comments to make about the opportunities we have identified?

7. Are there any other opportunities you think we have missed?

### Housing

To answer the following question, please refer to section 7 of the draft Development Brief.

8. We recognise that this development is on the edge of the existing town and it will therefore impact on the countryside as well as expanding the size of the town. We have proposed a range of actions to reduce this impact as far as possible. This includes landscaping, incorporating green open space within the development and attractive frontages to houses in keeping with the town. How far do you agree or disagree with these actions?

☐ Strongly agree   ☐ Agree   ☐ Neither agree or disagree   ☐ Disagree   ☐ Strongly disagree

9. Do you have any comments to make about this?

10. The draft Development Brief seeks to provide a range of both house types and house sizes including a range of affordable housing. How far do you agree or disagree with this approach?

☐ Strongly agree    ☐ Agree    ☐ Neither agree or disagree    ☐ Disagree    ☐ Strongly disagree

11. Do you have any comments to make about the housing on the development?

### Open space

To answer the following question, please refer to section 7 of the draft Development Brief.

12. The brief proposes to provide green open space within the development, including a Village Green with play space as well as connections to open space outside of the site, including the Biggleswade Green Wheel and Biggleswade Common. How far do you agree or disagree with these proposals?

☐ Strongly agree    ☐ Agree    ☐ Neither agree or disagree    ☐ Disagree    ☐ Strongly disagree

13. Do you have any suggestions or comments to make in relation to the proposed open space provision and connections?

### Accessing the site

To answer the following question, please refer to section 6 and 7 of the draft Development Brief.

14. The draft Development Brief proposes to link the site to existing surrounding pedestrian and cycle networks. In addition to this it proposes that a pedestrian crossing will be provided on Potton Road. How far do you agree or disagree with these proposals?

☐ Strongly agree    ☐ Agree    ☐ Neither agree or disagree    ☐ Disagree    ☐ Strongly disagree

15. We recognise that this development may increase the volume of traffic on the key routes through the town centre. Do you have any comments or suggestions to make in relation to access and movement to/from/within the site?

## Planning Contributions

To answer the following question, please refer to section 7 of the draft Development Brief.

Planning obligations aim to mitigate the impact of the development on the local area and enable a council to secure financial contributions to services, infrastructure and amenities in order to support a proposed development. These are often referred to as Section 106 agreements. The draft Development Brief lists where potential contributions could be made in Section 7.3.0.

### 16. How far do you agree or disagree with the areas identified for potential Section 106 contributions?

	Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree
Affordable housing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Education	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sustainable transport measures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Associated highways improvements in the local area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Leisure, recreational space and green infrastructure provision (e.g. high quality green spaces and other environmental features)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Waste management provision	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Emergency services provision	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Healthcare provision	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community cohesion measures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

### 17. Do you have any specific comments on the proposed areas for Section 106 contributions?

### 18. Do you have any other comments to make on the draft Development Brief?

## About you

The last few questions are about you. The information you give us will help us to make sure that we're getting the views of all members of the community. The answers will not be used to identify any individual.

**19. Your postcode:**

**20. Are you?**

☐ Male

☐ Female

**21. What is your age?**

☐ Under 16

☐ 20-29

☐ 45-59

☐ 65-74

☐ 16-19

☐ 30-44

☐ 60-64

☐ 75+

**22. Do you consider yourself to be disabled?** Under the Equality Act 2010 a person is considered to have a disability if he/she has a physical or mental impairment which has a sustained and long-term adverse effect on his/her ability to carry out normal day to day activities.

☐ Yes

☐ No

**23. To which of these groups do you consider you belong?**

☐ Asian or Asian British

☐ Chinese

☐ White British

☐ Black or Black British

☐ Mixed

☐ Other Ethnic group

Please specify:

**Thank you for your views.**

**Please return your completed questionnaire by Wednesday 9th April 2014 to:  
FREEPOST RSJS GBB2 SRZT (you do not need a stamp)**

**Potton Road development brief  
Central Bedfordshire Council, Priory House  
Monks Walk, Chicksands  
Shefford, SG17 5TQ**

### Data Protection Act 1998

Please note that your personal details supplied on this form will be held and/or computerised by Central Bedfordshire Council for the purpose of creating planning guidance for the land off of Potton Road. The information collected may be disclosed to officers and members of the Council and its partners involved in this consultation. Summarised information from the forms may be published, but no individual details will be disclosed under these circumstances.

Your personal details will be safeguarded and will not be divulged to any other individual or organisation for any other purposes.

Information classification: Protected when complete



## Appendix B: Articles from Biggleswade Advertiser



**FAIR ENOUGH:** Verity O'Shaughnessy of Fairtrade Foundation with Alistair Burt MP, centre.

## MP plays it fair at annual event

**THE** Think As You Shop event took place on Saturday to raise awareness of fairtrade and local products which are traceable and sustainable.

Edward Peake School held competitions including banana balancing. Other stalls featured Good Store Cupboard (Julian Pennant) Fair Deal World (Jane

Parker), Rebecca Fugill (crafts/jewellery), Honeyman (honey) and Garden Friends (vegetable boxes) and Neil's Yard organic cosmetics.

Verity O'Shaughnessy of Fairtrade Foundation gave presentations about the "Make bananas fair" campaign and the commercial and ethical benefits of supporting fair-

trade. Guests included Alistair Burt MP and Biggleswade Mayor Hazel Ramsay. The event was staged by FAB (Fairtrade Association Biggleswade) who are a group of volunteers and have a display in the library for Fairtrade Fortnight. You can find out more at [www.fabweb.org.uk](http://www.fabweb.org.uk)

# Consulation over land for homes

**BY MICHAEL HAVIS**  
[michael.havis@theadvertisergroup.co.uk](mailto:michael.havis@theadvertisergroup.co.uk)

**THE** future of a site near Biggleswade set aside for at least 330 homes is the subject of an exhibition tomorrow.

Land located on the north-west side of Potton Road, to the north-east of Biggleswade has been allocated for housing by Central Bedfordshire Council (CBC).

From 2pm to 8pm, an exhibition will be held at the Biggleswade Town Council offices in Saffron Road, enabling residents to view and have their say on emerging plans for the site.

A public consultation over the development brief, produced by Bellway Homes and Bloor Homes in collaboration with CBC, also kicks off tomorrow and will continue until April 9.

Cllr Nigel Young, Executive Member for Strategic

Planning and Economic Development, said: "The site has been allocated a minimum of 330 dwellings and we want to make sure a solid development brief is in place.

"This brief can then be adopted by the council as technical guidance for that site and so we want to make sure that local residents can have their say on the initial proposals.

"We would encourage people to go along to the exhibition and have their say during the consultation.

"It is important that we have a good development brief in place for when planning applications come in to ensure any applications follow a quality design that builds on the existing character of Biggleswade."

Cllr Young added: "The consultation means that the local community can comment on the broad view of the devel-

opment now in order to have more control over the plans in the future."

The land was set aside for housing under policy HA1 of the CBC Site Allocations Development Plan Document (North).

Copies of the plans, as well as the consultation questionnaire, will be available from tomorrow at [www.centralbedfordshire.gov.uk/consultations](http://www.centralbedfordshire.gov.uk/consultations).

Alternatively, paper copies can be viewed at Biggleswade Library in Chestnut Avenue, Biggleswade Town Council offices in Saffron Road or the CBC offices at Priory House, Chicksands.

Last week at the King's Reach development – also in Potton Road – a new 'town square' with space for retailers and restaurants, as well as a care home, residential units and a community building, won council approval.

## Pick up safety advice with your spuds

The spring Four Seasons market is taking place in Potton on Saturday March 22.

Shoppers also have the chance to pick up some tips on how to stay safe, as the town's community

safety roadshow, where the fire service, police, community officers and councillors will all be on hand.

The stalls will offer breads, cheese, wine, fancy goods, plants, garden produce and

hot locally-produced and freshly-prepared food.

The fire service will advise on the supply and fit of free smoke detectors, while police officers will security check your bike or fit security

screws to your number plate.

Talk to cold calling officers and find out how to prevent rogue traders from conning you out of money and discover how Neighbourhood Watch can help you.

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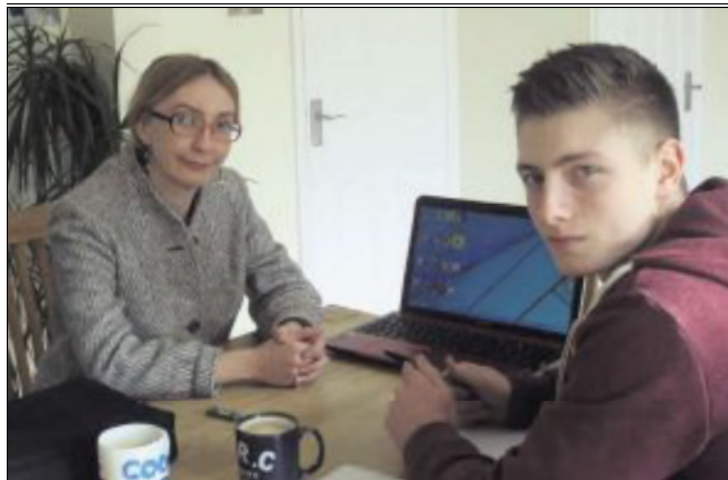
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LESSONS LEARNED: Debbie Hicks of Exam Readiness with a student.

## New scheme offers exam help to hard up pupils

**STUDENTS** from low income families studying sociology, politics or social sciences can now apply for revision help as part of a new scheme.

The tuition service, Exam Readiness, is an intensive revision course service for GCSE, A Level and

undergraduate students in Bedfordshire. It offers 50 per cent of its places for free on one or two day, or two night, intensive courses for students across the county and offers free 90 minute exam workshops to sixth forms, colleges and universities.

Managing director Debbie Hicks said: "After 10 years in mainstream teaching I started working as a private tutor in 2013 and was shocked at the growing demand for quality, private tuition from students in low income homes. I decided I couldn't

teach social and political science subjects without providing some ethical form of free provision to poorer students."

The free courses are available seven days a week from now and can be booked online at [www.alevel-revision-courses.co.uk](http://www.alevel-revision-courses.co.uk)

# New homes plan put out to public

BY MICHAEL HAVIS  
[michael.havis@theadvertisergroup.co.uk](mailto:michael.havis@theadvertisergroup.co.uk)

**INITIAL plans for a housing development of at least 330 homes on the outskirts of Biggleswade have been outlined at an exhibition.**

Central Bedfordshire Council (CBC) is currently consulting over a development brief, created in consultation with Biggleswade Town Council, for land to the north of Potton Road.

The site – opposite the King's Reach development – consists mostly of arable land, with a derelict nursery on its eastern boundary.

At Thursday's exhibition, which was held in the town council's offices in Saffron Road, the *Advertiser* spoke to the project's principal planning officer at CBC, Carry Murphy.

She said: "The site has been allocated for development

since 2011 and there is a requirement to submit a development brief prior to the planning application.

"So we have been working with Bellway and Bloor Homes setting out what the requirements, constraints and opportunities are for when the planning application comes in.

"We find the consultation really useful and will feed comments back, making any necessary changes, before it goes to the overview and scrutiny committee and then the council's executive.

"For the size of the site, given an appropriate density, we would be expecting a planning application of 330 homes. This is to meet our housing requirement for central Bedfordshire.

"We had to allocate about 5,000 new homes which we did across about 40 sites, but it's a changing delivery that

we are required to make as there's another draft development plan on the way."

Among the constraints outlined in the brief which could affect the site's development is the requirement for its countryside context – as well as the affect of any building on views – to be taken into account.

Numerous surveys and studies are also required prior to development under the draft brief, including a full ecology survey, a drainage strategy and a transport assessment.

Opportunities identified at the site include the chance to deliver "much needed" housing – including affordable housing – on top of space for a central green and public art.

The plans and consultation questionnaire are available online at [www.centralbedfordshire.gov.uk/consultations](http://www.centralbedfordshire.gov.uk/consultations) until April 9.

## A town of Roman coins and cucumbers!

PETER Ibbett, of Potton History Society gave a fascinating talk on 'Sandy Records' held by the Potton History Society to the Sandy Historical Research Group on recently.

Peter's presentation included old photographs and maps of Sandy, including a series of publications and writings going back 300 years which had mentioned the town.

In 1715, it was reported that Sandy (market) gardeners often found Roman coins on their

land; 19th Century writers said that the sandy soil in Sandy was ideal for growing carrots and cucumbers and that "Sandy is developing into a town" (1890s).

The well-attended meeting was held at Sandy Fire Station. SHRG chairman Mick Reynolds said the presentation had been "enthralling."

The group's next event is an exhibition, to be held at Sandy Baptist Hall on Saturday April 26, 11am to 3.30pm. Entrance is £1

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## Appendix C: Biggleswade Town Council news section





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FREE Microchipping form Dogs Trust - 26th March 2014

As from 6th April 2016 you must have your dog microchipped.

Dogs Trust is offering free microchipping at Stratton Way Rec, Stratton Way, Biggleswade, SG18 0NW on Wednesday 26th March, 11-3pm. No appointment needed.

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Street Light Fault Reporting

Alternatively, copies can be viewed at Biggleswade Library or CBC Priory House Office, Chicksands.

## Catchment Plan Survey

BRCC would be very grateful if you and your Councillors could spend just a few minutes responding to a survey about the River Ivel and its tributaries. Your town / parish falls within the Ivel sub-catchment of the wider Upper and Bedford Ouse catchment (see map of catchment [via web-link for more info below](#))

## Appendix D: Exhibition Boards





A Development Brief has been prepared by Bellway Homes and Bloor Homes, working alongside Central Bedfordshire Council. It has been produced to guide the potential residential development of a parcel of land which is located on the north-western side of Potton Road (B1040), immediately to the north-east of the town of Biggleswade. The site is allocated for residential development to provide a minimum of 330 dwellings.

This brief aims to ensure that a high quality design is achieved throughout the development, providing an attractive environment that complements the existing built form of Biggleswade and ensuring any development reflects and responds to the surrounding environment.

### PURPOSE

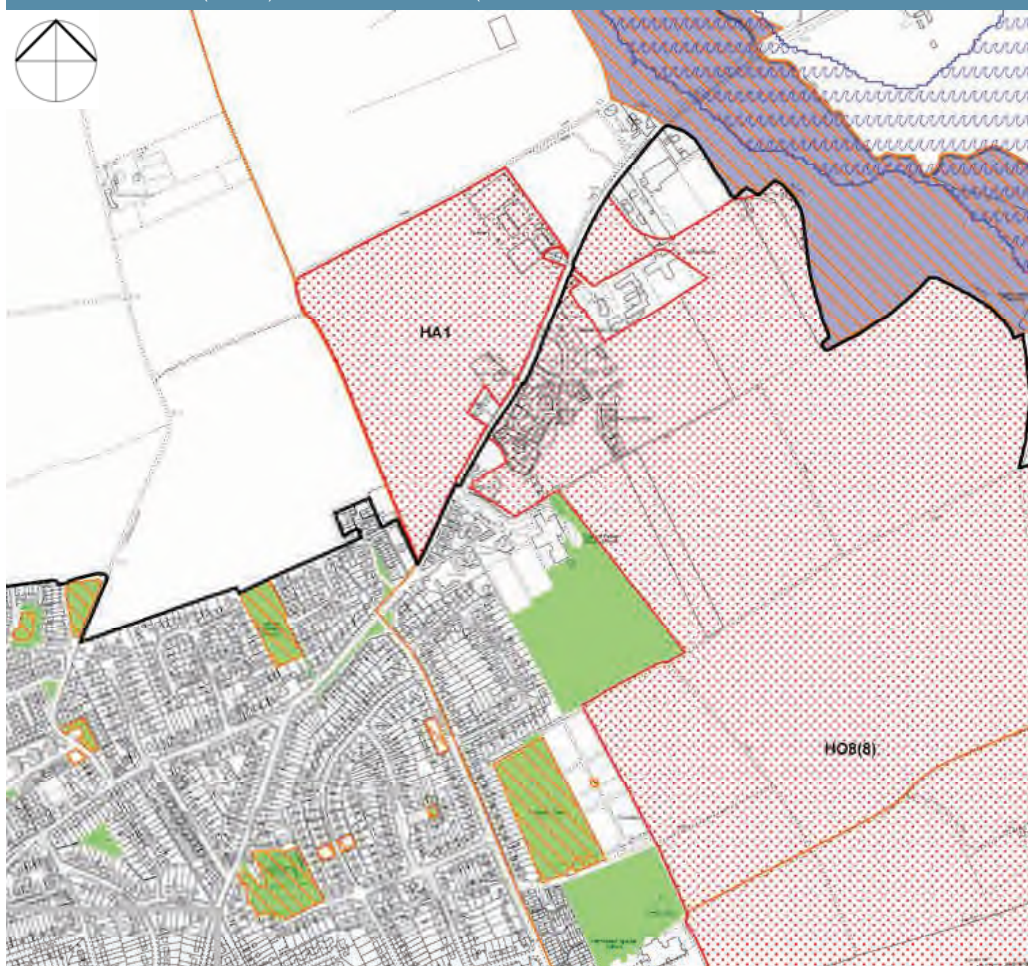
The purpose of the development brief is to:

- Establish an urban design framework for the site, based on site characteristics and constraints;
- Provide design guidance for the preparation of detailed proposals for the site and assist the consideration of future planning applications;
- Provide an indication of the likely planning obligations required to support development on the site;
- Confirm the nature of the technical work required to support any planning application for the development of the site;
- Provide a mechanism through which members of the public can have greater involvement in the development of proposals for the site; and
- Provide certainty for prospective developers and members of the public as to the future development of the site.

It is intended that the draft development brief will be endorsed by the Central Bedfordshire Council as planning guidance and will be a material consideration in guiding and informing development management decisions in respect of any future planning applications for the site.



DLF PROPOSALS MAP (NORTH) BIGGLESWADE INSET 7 (SOURCED FROM WWW.CENTRALBEDFORDSHIRE.GOV.)





LOCATION

The development site is located on the north-western side of Potton Road (B1040), immediately to the north-east of the town of Biggleswade.

THE DEVELOPMENT SITE

The development site is essentially a trapezoid shaped parcel, 11ha in size.

USE

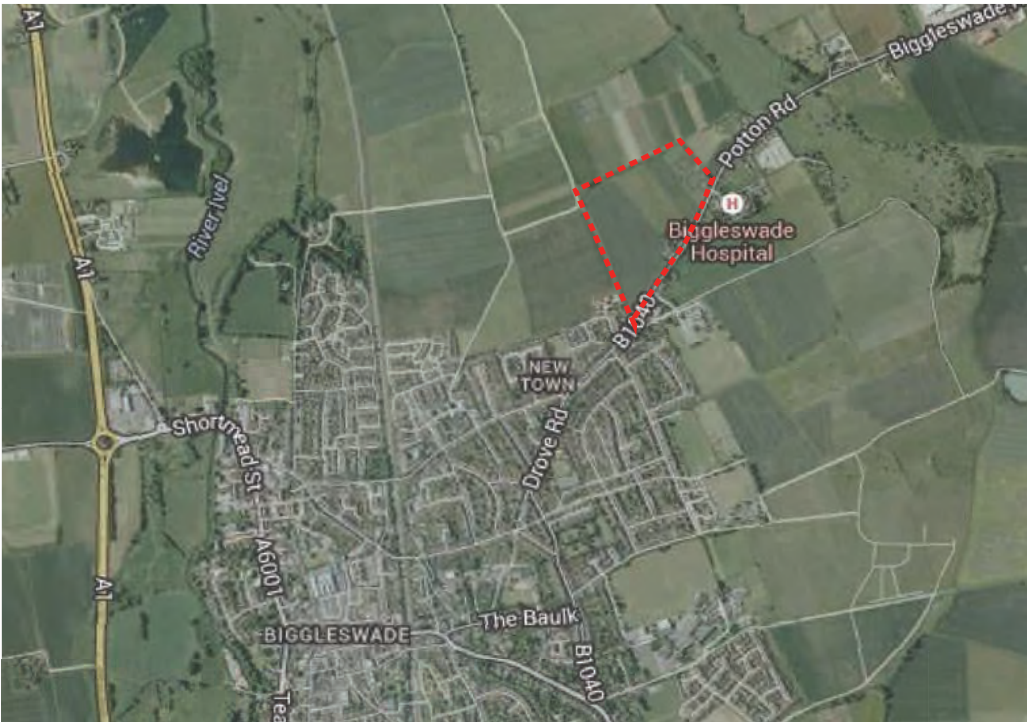
Adjacent to the short eastern site boundary is a derelict plant nursery, comprising a rectangular group of greenhouses. It is otherwise a greenfield site, with an arable use.

TOPOGRAPHY / LANDSCAPE FEATURES

The site is generally level. There are some mature trees / hedgerows to the northern and to the south-western section of the Potton Road frontage. To the north-east of the group of 3 dwellings, the site boundary is largely open, other than some sporadic growth. The western boundary is open.

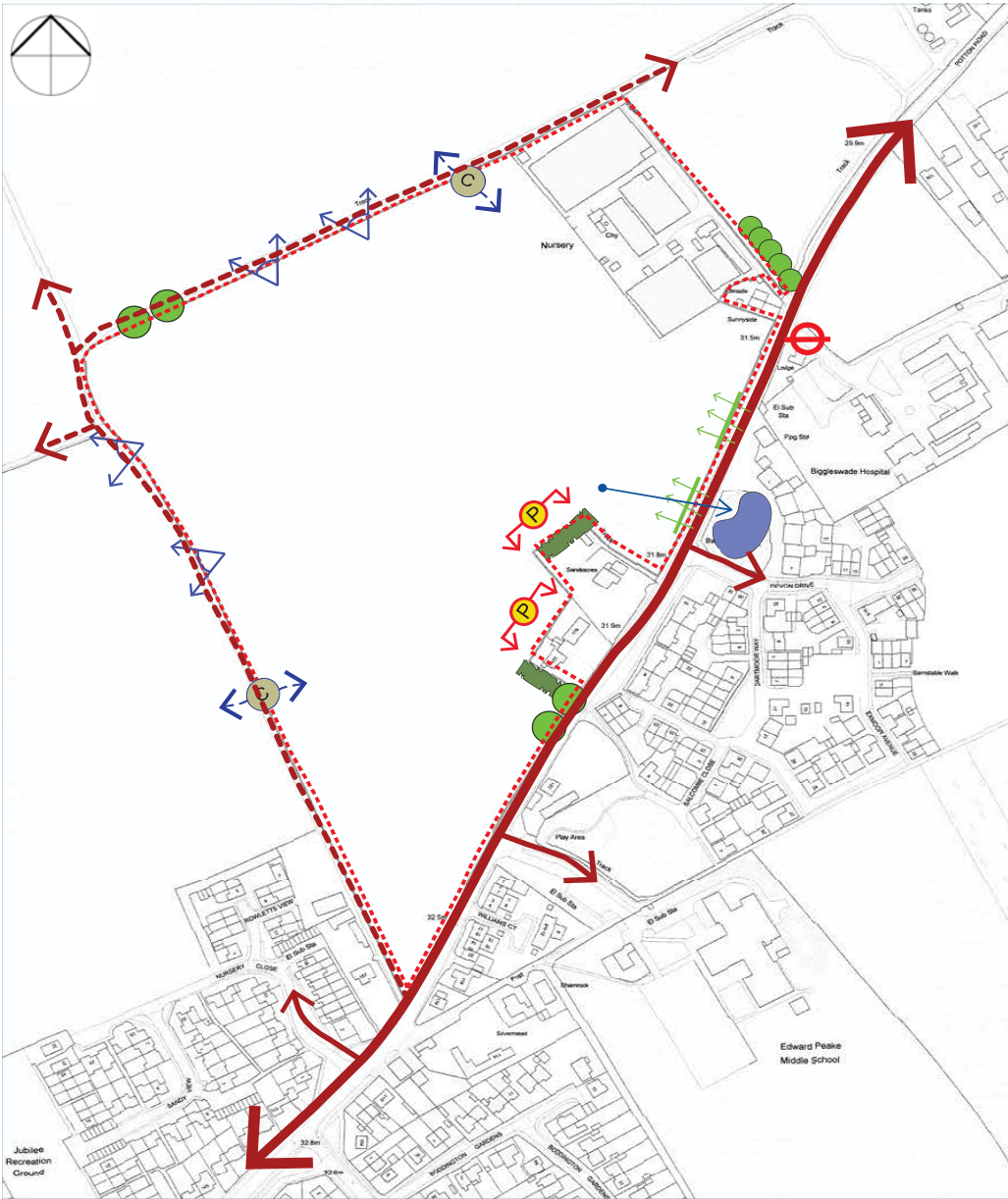
ACCESS

There are 2 existing gated vehicular accesses from Potton Road. To the north-east is the entrance to the aforementioned derelict nursery, with a further access located towards the centre of the site immediately to the north-east of the group of 3 frontage detached properties abutting the site.

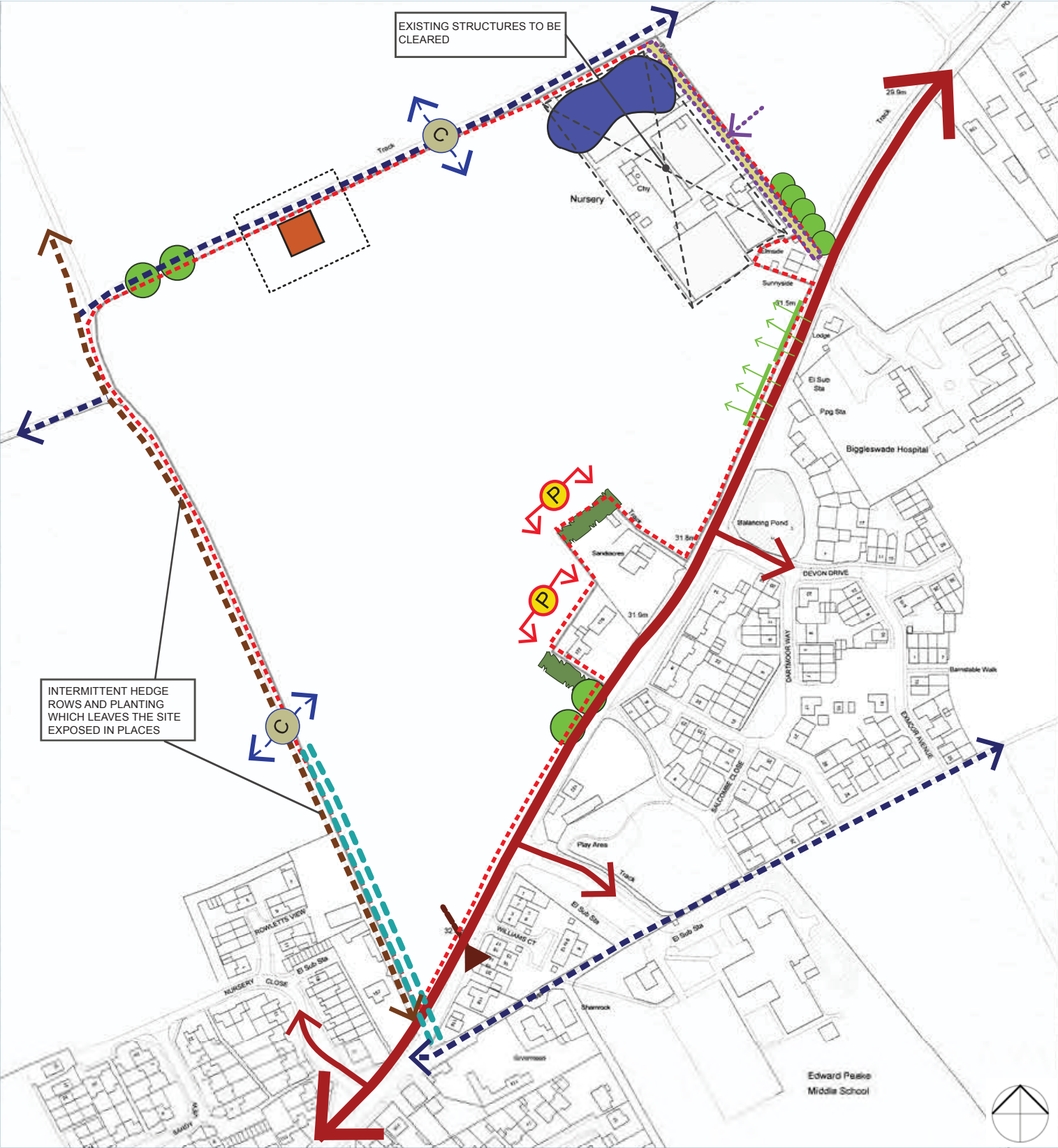


SITE APPRAISAL NOTATION

	VIEWS TO LANDMARK OR OTHER FEATURE
	VIEWS FROM SITE
	BALANCING POND
	HEDGES
	TREES OF HIGH QUALITY
	TRANSPARENT BOUNDARY
	PRIVATE GARDENS AREA FACING SITE BOUNDARY
	NEAREST BUS STOP
	VEHICULAR ROUTE
	COUNTRY SIDE TRACKS/ FOOTPATHS
	EXISTING VISUAL CONNECTION

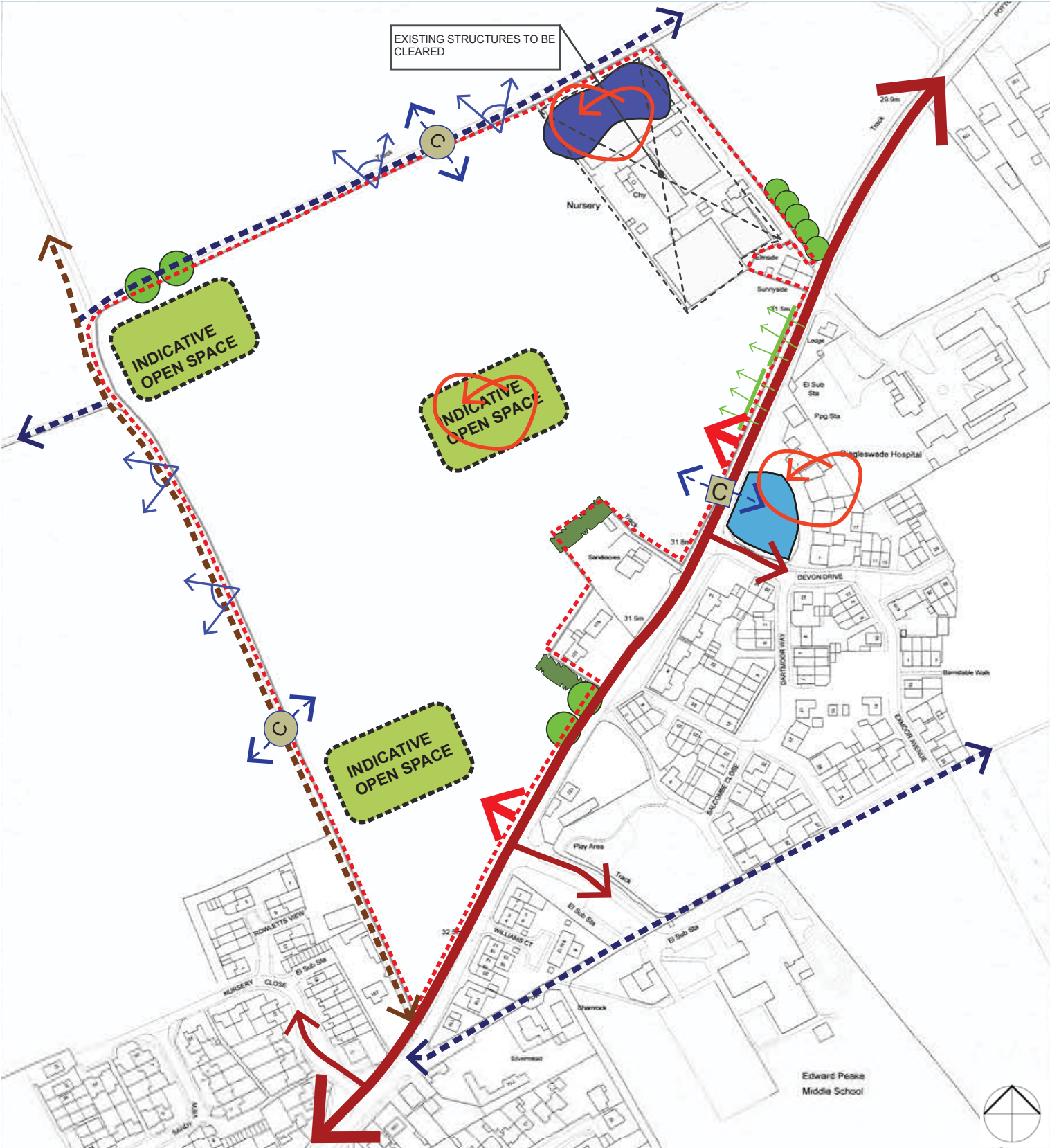




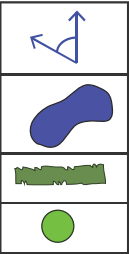


CONSTRAINTS NOTATION

	ATTENUATION POND 0.4 HA		HEDGES		15 FT RESERVATION STRIP		VEHICULAR ROUTE
	TREES OF HIGH QUALITY/ ROOT PROTECTION		WATER PIPES		FOUL PUMPING STATION WITH 15M NO-BUILD ZONE		FOOTPATHS
	TRANSPARENT BOUNDARY		BRIDLEWAYS		EXISTING VISUAL CONNECTION		
	PRIVATE GARDENS AREA FACING SITE BOUNDARY		DRAINAGE CONNECTION				



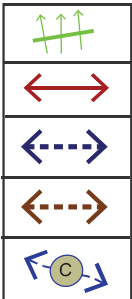
### OPPORTUNITIES NOTATION



- VIEWS FROM SITE
- ATTENUATION POND  
0.4 HA
- HEDGES
- TREES OF HIGH QUALITY/ ROOT  
PROTECTION



- AREA OF SPATIAL IDENTITY
- INDICATIVE OPEN SPACE
- POTENTIAL VEHICULAR CONNECTION
- POTENTIAL VISUAL CONNECTION



- TRANSPARENT BOUNDARY
- VEHICULAR ROUTE
- FOOTPATHS
- BRIDLEWAYS
- EXISTING VISUAL CONNECTION





INDICATIVE LAYOUT FOR ILLUSTRATIVE PURPOSES ONLY



A Development Brief has been prepared for this site.

The development brief is currently out for public consultation and will remain available as follows.

Visit the website:

[www.centralbedfordshire.gov.uk/consultations](http://www.centralbedfordshire.gov.uk/consultations)

View the document at the following locations:

- Biggleswade Library, Chestnut Avenue, Biggleswade
- Biggleswade Town Council Offices, The Old Court House, 4 Saffron Road, Biggleswade
- Central Bedfordshire Council Offices, Priory House, Chicksands

Paper copies of the document are available on request:

Contact the Local Planning and Housing Team on Tel. 0300 300 4353.

A questionnaire will be available to allow members of the public, groups and organisations to comment on the draft development brief.

All comments and completed questionnaires should be received by 5pm Wednesday 9th April 2014. Written comments may be emailed to [ldf@centralbedfordshire.gov.uk](mailto:ldf@centralbedfordshire.gov.uk) or posted to the following freepost address:

**FREEPOST RSJS GBB2 SRZT**  
(you do not need a stamp)  
Potton Road development brief  
Central Bedfordshire Council, Priory House  
Monks Walk, Chicksands  
Shefford, SG17 5TQ

Following this consultation period, the draft development brief will be updated, taking account of any relevant suggestions or comments received. The revised development brief will then be considered by the Executive Committee of Central Bedfordshire Council for endorsement as technical guidance to inform any future planning applications for the site. Further consultation will be required in advance of the submission of any planning applications on more detailed proposals for the site as they evolve.



INDICATIVE VIEWS



INDICATIVE VIEWS



## Appendix E: Central Bedfordshire Council communications

- 1: Consultations page
2. Planning page (Have your say)
3. Online survey front page
4. Consultation letter sent out
5. Reminder email sent to those signed up for alerts
6. Tweet on Twitter page
7. Post on Facebook

A-Z of services:

A  
B  
C  
D



## Consultations



### Have your say

- watch our video about the [proposed closure of Dunstable Middle Schools](#)
- sign up for [email alerts](#) to keep informed of all our consultations
- view our [consultations database](#)

## Consultations - find out about

### ► Consultations - stay informed

### ► Consultations database



#### Current consultations

- our latest consultations are listed below
- find key dates and have your say
- register to hear about consultations by email

### ► Residents Telephone Survey

### ► Children's Services Feedback form

### ► Draft Public Protection Service Plan 14-15

### ► Dog Control Orders Consultation with Town and Parish Councils

### ► Houghton Regis Expansion - land west of Bidwell

### ► Special Educational Needs and Disability Mainstream survey

### ▼ Potton Road Consultation and Exhibition

Central Bedfordshire council is working with Bellway and Bloor homes on a draft development brief for land off of Potton Road, Biggleswade. You can [have your say](#) in the public consultation 13 March - 9 April 2014 and also view the draft plan at Biggleswade Library - Chestnut Avenue and Central Bedfordshire Council offices, Chicksands.

The public exhibition was held on Thursday, 13 March 2014 at Biggleswade Town Hall with 85 attendees. We received some great feedback from this exhibition. If you were unable to attend you can view the exhibition boards [online](#) (PDF 2.1MB).

If you received a letter notifying you of the exhibition and consultation, you may have noticed that the freepost return address states Gypsy and Traveller plan consultation. If you respond to this address, your response will still reach the same team and will be accounted for.

### ► Special Educational Needs and Disability survey

### ► Discretionary Housing Payments

### ► Sheltered Housing Standard

### ► Superfast Broadband Survey

A-Z of services:

A  
B  
C  
D



## Consultations



### Taking part in consultations

- find out how to comment on a consultation
- check what we are currently consulting about
- read about recent consultations which are now closed

### How you can take part

► **How to make comments**

► **What can you comment on?**

► **Information about submitting comments**



#### Current consultations

- Our latest consultations are listed below
- Find out key dates for our consultations
- Have your say today

### ▼ **Potton Rd, Biggleswade Development Plan Consultation 13 March - 9 April 2014**

The **draft Development Brief** (PDF 5.7MB) is being published for comment starting on **Thursday 13th March 2014 for four weeks until Wednesday 9th April 2014**. The easiest way to have your say is to complete the **online** questionnaire.

This site has been allocated for residential development under policy HA1 of the Site Allocations Development Plan Document (North) which was adopted by the Council in 2011. The development site is located on the north-western site of Potton Road (B1040), immediately to the north-east of Biggleswade.

Policy HA1 requires a minimum of 330 dwellings to be provided on the site and there is also a need to produce a development brief. A development brief is a document which is produced for a site with the intention of being adopted as technical guidance for any future development of that site. Once finalised, the development brief will guide and inform management decisions in respect of any future planning applications for the site.

The development brief is to provide design guidance on the aims for the development and indicate likely planning obligations required. It also identifies the particular constraints and opportunities of the site, and confirms the range of technical work which any subsequent planning application must address to support any planning application for the development site.

The production of the brief provides an opportunity for members of the public to have greater involvement in the development of the site, and provides certainty for both members of the public and prospective developers as to the future development of the site.

This development brief is being produced by developers Bellway Homes and Bloor Homes working alongside the Council.

#### **How to have your say**

You are invited to view plans and have your say on the emerging development proposals for the land off Potton Road in Biggleswade. The easiest way to have your say is to complete the **online** questionnaire. If you would rather complete a paper copy of the questionnaire they will be available, along with copies of the draft document, by:

1) Visiting the Public Exhibition:

**A public exhibition is taking place on Thursday 13th March 2014 (between 2pm-8pm) at Biggleswade Town Hall, The Old Court House, 4 Saffron Road, Biggleswade.**

2) Viewing the document and picking up a paper questionnaire at the following locations:

- Biggleswade Library, Chestnut Avenue, Biggleswade
- Biggleswade Town Council Offices, The Old Court House, 4 Saffron Road, Biggleswade
- Central Bedfordshire Council Offices, Priory House, Chicksands

3) Requesting paper copies of the document and questionnaire by contacting the Local Planning and Housing Team on Tel. 0300 300 4353.

All comments and completed questionnaires should be received by **Wednesday 9th April 2014**, please post to the following freepost address or email to [ldf@centralbedfordshire.gov.uk](mailto:ldf@centralbedfordshire.gov.uk)

FREEPOST RSJS GBB2 SRZT (you do not need a stamp),  
Potton Rd Biggleswade Consultation, Central Bedfordshire Council, Priory House, Monks Walk, Chicksands, Shefford, SG17 5TQ

#### **What happens next**

Following this consultation period, the draft Development Brief will be updated, taking account of any relevant suggestions or comments received. The revised Development Brief will then be considered by the Executive Committee of Central Bedfordshire Council for endorsement as technical guidance.



[text only](#)

# Development brief for Land off Potton Road, Biggleswade



The draft Potton Road Development Brief will become planning guidance for residential development on the site in the future. The site has been allocated for a minimum of 330 dwellings. We would like to hear your views on the draft Development Brief.

Please review the draft Development Brief and provide your feedback by completing this questionnaire by Wednesday 9th April 2014.

1. Are you responding as a:

- ☐ Resident of Biggleswade
- ☐ Resident of Central Bedfordshire
- ☐ Local Business
- ☐ Community/Voluntary Organisation
- ☐ Town/Parish Council
- ☐ Landowner/Developer/Agent
- ☐ Other

Progress 

[Reset](#)

[Next](#) 



**Your ref:**

**Our ref:** LP/CM/POTTONRD

**Date:** 7 March 2014

Dear Sir or Madam

**Consultation on Development Brief for Land off Potton Road in Biggleswade.**

The draft Development Brief is being published for comment starting on **Thursday 13th March 2014 for four weeks until Wednesday 9th April 2014.**

This site has been allocated for residential development under policy HA1 of the Site Allocations Development Plan Document (North) which was adopted by the Council in 2011. The development site is located on the north-western site of Potton Road (B1040), immediately to the north-east of Biggleswade.

Policy HA1 requires a minimum of 330 dwellings to be provided on the site and there is also a need to produce a development brief. A development brief is a document which is produced for a site with the intention of being adopted as technical guidance for any future development of that site. Once finalised, the development brief will guide and inform management decisions in respect of any future planning applications for the site.

The development brief is to provide design guidance on the aims for the development and indicate likely planning obligations required. It also identifies the particular constraints and opportunities of the site, and confirms the range of technical work which any subsequent planning application must address to support any planning application for the development site.

The production of the brief provides an opportunity for members of the public to have greater involvement in the development of the site, and provides certainty for both members of the public and prospective developers as to the future development of the site.

This development brief is being produced by developers Bellway Homes and Bloor Homes working alongside the Council.

You are invited to view plans and have your say on the emerging development proposals for the land off Potton Road in Biggleswade. There are a number of ways in which to view and comment on the draft document:

1) Visit the Public Exhibition:

- **A public exhibition is taking place on Thursday 13th March 2014 (between 2pm-8pm) at Biggleswade Town Hall, The Old Court House, 4 Saffron Road, Biggleswade.**

2) Visit the website:

- [www.centralbedfordshire.gov.uk/consultations](http://www.centralbedfordshire.gov.uk/consultations)

3) View the document at the following locations:

- Biggleswade Library, Chestnut Avenue, Biggleswade
- Biggleswade Town Council Offices, The Old Court House, 4 Saffron Road, Biggleswade
- Central Bedfordshire Council Offices, Priory House, Chicksands

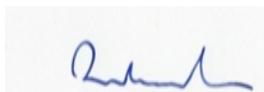
4) Paper copies of the document are available on request by contacting the Local Planning and Housing Team on Tel. 0300 300 4353.

All written comments should be submitted by Wednesday 9th April 2014, and posted to the following freepost address or emailed to [ldf@centralbedfordshire.gov.uk](mailto:ldf@centralbedfordshire.gov.uk)

FREEPOST RSJS GBB2 SRZT (you do not need a stamp), Gypsy and Traveller Plan Consultation, Central Bedfordshire Council, Priory House, Monks Walk, Chicksands, Shefford, SG17 5TQ

Following this consultation period, the draft Development Brief will be updated, taking account of any relevant suggestions or comments received. The revised Development Brief will then be considered by the Executive Committee of Central Bedfordshire Council for endorsement as technical guidance.

Yours sincerely



Richard Fox,  
Head of Development Planning and Housing Strategy

Having trouble viewing this email? [View it as a Web page.](#)



# Potton Road Development Brief - Have Your Say

- **Consultation on the draft development brief for the land off of Potton Road, Biggleswade.**
- **Consultation is open until 9 April 2014.**
- **[Find out more](#) and have your say on the draft development brief.**



## Potton Road Development Brief Consultation

Central Bedfordshire council is working with Bellway and Bloor homes on a draft development brief for land off of Potton Road, Biggleswade. You are invited to [view the plans and have your say](#)

on the emerging development proposals.

You can see the plans and consultation questionnaire online, or paper copies can be viewed at:

- Biggleswade Library, Chestnut Avenue, Biggleswade
- Biggleswade Town Council Offices, The Old Court House, 4 Saffron Road, Biggleswade
- Central Bedfordshire Council Offices, Priory House, Chicksands

Residents can also request a paper copy by contacting the Local Planning and Housing Team on [LDF@centralbedfordshire.gov.uk](mailto:LDF@centralbedfordshire.gov.uk) or calling 0300 300 4353. The consultation will be open until 9 April 2014.

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Questions for Central Bedfordshire Council? [Contact us](#)

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Central Bedfordshire Council · Priory House, Monks Walk, Chicksands, Shefford, Bedfordshire,  
SG17 5TQ · 0300 300 8301



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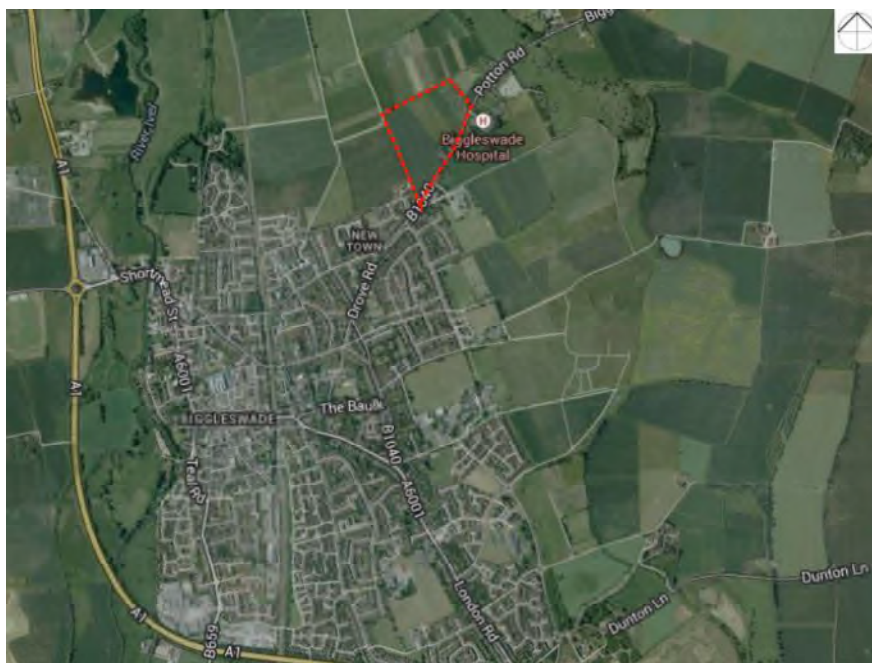
## Appendix F: Potton Road Poster



# HAVE YOUR SAY...

## ...on the proposed Potton Road development

You are invited to view emerging plans for a development situated north-west of Potton Road, Biggleswade. This allocated site will provide a minimum of 330 residential dwellings.



To view the draft Development Brief and ask any questions, come along to the public exhibition on **Thursday 13<sup>th</sup> March** at **Biggleswade Town Council Offices, The Old Court House, 4 Saffron Road** between **2-8pm**

You can comment on the plans from 13 March to 9 April. Find out more at: **[www.centralbedfordshire.gov.uk/consultations](http://www.centralbedfordshire.gov.uk/consultations)**

Alternatively, you can view copies of the document at Biggleswade library, Biggleswade Town Council Offices or CBC Priory House office, Chicksands

For further information and requests contact CBC Local Planning & Housing Team

Tel: 03003004353 @: [ldf@centralbedfordshire.gov.uk](mailto:ldf@centralbedfordshire.gov.uk)