

**KING'S LYNN & WEST NORFOLK LOCAL PLAN REVIEW EXAMINATION HEARING**

**ACTION/HOMEWORK LIST – reconvened hearings March and April 2024**

(Dated 22 May 2024)

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
<b>Week 3 (26 – 28 March 2024)</b>							
<b>Matter 2 – Spatial Strategy</b>							
1	26/03/24	Draft LDS update/ revision, showing how March 2025 adoption deadline could be met – including changes discussed at Hearing on 26/4/24	27/04/24 & 05/04/24	27/04/24 (note for examination)	<b>F91</b>		Updated LDS to be published, incorporating more detailed timeframe
2	26/03/24	LP01 (F47, Appendix 3) – amend table to more clearly show that total supply includes windfalls.	14/06/24		TBC	<b>Yes – amendments to Tables in F47 (Appendix 3) – 1<sup>st</sup> Table</b>	Updated trajectory to be incorporated into Schedule of MMs
3	26/03/24	Provide note on updated Housing requirements to 2040 and 2041 end date scenarios: <ul style="list-style-type: none"> <li>Set figures (2021-40: 10,526; 2021-41: 11,080) – alternative scenarios</li> <li>Provide justification</li> <li>Add to examination library</li> </ul>	05/04/24	05/04/24	<b>F69</b>	<b>Yes – amendments to Tables in F47 (Appendix 3) – 1<sup>st</sup> Table; LP01(1); LP01(2)</b>	Updated figures agreed during hearing session; both 2040 and 2041 scenarios
4	26/03/24	Downham Market – further evidence of past windfall rates – particularly with reference to windfall figure for Downham Market/ Hunstanton/ North Wootton/ South Wootton/ West Winch; i.e. whether figures for larger settlements are likely to be deliverable (link to Action 13)	05/04/24	09/04/24	<b>F77</b>		Updated figures provided (27/03/24); AF analysis re Downham Market provided 02/04/24  Neighbourhood Area capacity data – reference to HELAA [C1-C5], to demonstrate realism

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
5	26/03/24	Main Modification – West Walton/ Walton Highway to form a joint KRSC – add into revised/ updated version of LP01, as set out in F47	14/06/24		TBC	<b>Yes – amendments to F47, Appendix 3 (LP01(2))</b>	
6	26/03/24	<p>Agree position between West Winch PC (WWPC) and BCKLWN re status of WW within settlement hierarchy–</p> <ul style="list-style-type: none"> <li>• Elements of WWGA linked to existing village (west of A10)</li> <li>• Recognise approach set out in Neighbourhood Plan</li> <li>• Understand concerns of WW/ North Runcton Parish Councils to preserve existing villages</li> </ul> <p>Produce WW position statement regarding the status of WW in the settlement hierarchy, between BCKLWN, WWPC, North Runcton PC</p>	05/04/24	05/04/24	<b>F70</b>		<p>Set up meeting (MS Teams) between BCKLWN and relevant representatives of WW and North Runcton PCs, to review current position.</p> <p>Prepare brief position statement between parties.</p>
7	26/03/24 & 28/03/24	<p>Amend Policies LP13 and E2.1 to refer to transport projects specified in Table 5 of Transport Technical Note [F48a] (e.g. KLTS update – likely completion spring 2025, STARS etc), in Hopkins Homes application Transport Assessment – details of 1,100 dwellings upper limit analysis (Hopkins TA used to provide base position), and emerging Sustainable Transport Strategy.</p> <p>Suggested Main Modifications to Policies LP13 and E2.1:</p> <ul style="list-style-type: none"> <li>• Addition of relevant strategic transport interventions and sustainable transport measures to address capacity issues identified in transport modelling (NCC/ WSP); e.g. gravity modelling</li> </ul>	05/04/24	09/04/24		<b>Yes – Main Modifications to LP13 and/ or supporting text to cover latest projects identified in F48 and F48a and reference to measures in emerging Sustainable Transport Strategy</b>	<p>02/04/24 – Email Ian Parkes (NCC) with copy of LP13, for amendments</p> <p>05/04/24 – Submission of draft Main Modifications to LP13, incorporating latest information re projects</p>

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		Council to provide written note to clarify outstanding issues with transport evidence as set out in Inspector's document G32.			F78		
8	26/03/24	<p>Summary of changes agreed to new Policy on Spatial Strategy and Settlement Hierarchy to be included in Main Modifications (F47, appendices 3 and 4)</p> <ul style="list-style-type: none"> <li>• (Tier 1) supporting text (F47, p41) – addition of reference to King's Lynn Transport Strategy (KLTS)</li> <li>• Tier 3 – Specifically reference growth figures and WWGA/ Wisbech Fringe (p45)</li> <li>• P46 – Modification "Employment Land" sub-heading</li> <li>• P47 – Modification – remove reference to LP04/ replace with reference to "new policy" [implied new windfalls policy]</li> <li>• P48 – "Distribution of Growth..." should become title/ sub-heading</li> <li>• Tiers 1-3 – extend policy to cover urban areas/ matter of development boundaries previously covered by LP04 – new supporting text/ policy sub-heading</li> <li>• Tiers 4-6 (rural settlements) – retain proposed thresholds, recognising need to provide for windfall developments.</li> </ul>	14/06/24		TBC	<b>Yes – amendments to F47, appendices 3 and 4 (LP01, LP02 respectively)</b>	In preparing Schedule of Main Modifications, references must be retained as per submission version Plan (March 2022)

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
9	27/03/24	Suggested Main Modification to new Neighbourhood Plan policy (Policy xx) – F47 (Appendix 5) – <ul style="list-style-type: none"> <li>Suggested amendment to policy – to specify “subject to capacity constraints” or similar such wording</li> </ul>	14/06/24		TBC	<b>Yes – amendment to F47, Appendix 5 (Policy xx – Neighbourhood Plans)</b>	
10	27/03/24	Draft new Policy on Windfall Housing Development within or adjacent to all settlements in the Borough to replace the suggested new policy LP02 in F47 Appendix 4, based on Hearing discussion on 27/03/24.	14/06/24		TBC	<b>Yes – new policy on Windfall development to replace that set out in F47, Appendix 4 (LP02)</b>	Need to produce note in standard format, with reference to AMIQ documents
11	27/03/24	Policies Map – produce Bexwell Business Park map showing the extent of the proposed employment allocation	05/04/24	05/04/24	<b>F71</b>	<b>Yes – amendment to policies map</b>	
12	27/03/24	Provide details of any pre-consultation engagement with Parish Councils on NP housing numbers (summer 2023)	05/04/24	15/05/24	TBC	<b>N/a</b>	ACTION NOTE – Prepare note explaining pre-consultation process
13	27/03/24	Sense check achievability of figures for settlements with high potential Neighbourhood Plan requirement figures – Downham Market; Hunstanton; North Wootton; South Wootton; West Winch  Recalculate NDP figures/ consequent Main Modifications: <ul style="list-style-type: none"> <li>Update to F47, Appendix 5 – new Policy xx, incorporating updated LHN and Local Plan end-date</li> <li>Amendment to draft supporting text (F47 Appendix 5 – Appendix xx para 14) to highlight that figures are only a start point, to support and inform NDP preparation, but act as guidance</li> </ul>	05/04/24	09/04/24	<b>F76</b>	<b>Yes – amendments to F47, Appendix 4 (LP02) and Appendix 5 (Policy xx – Neighbourhood Plans)</b>	Draft document completed 29/03/24:  05/02/24 – Need to write up into publishable format (as per AMIQ responses) and circulate to participants  12/04/24 – Deadline for participants to respond to new draft policy

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		<p>(i.e. indication of growth over the Plan period)</p> <ul style="list-style-type: none"> <li>• Amendment to draft supporting text to provide clarification as to what Policy xx figures mean and what is expected of Parish Councils in preparing NDPs</li> <li>• Additional explanatory text (e.g. within F47 Appendix 5 – Appendix xx) to explain that the windfall figure (4,186, amended to 4,470) has only been used as a start point in setting NDP housing requirements – it is only expected that some of the windfall figure would be met through Neighbourhood Plan allocations</li> <li>• Consequent changes to new Policy on Spatial Strategy and Settlement Hierarchy to explain spatial approach in each settlement hierarchy tier</li> <li>• Addition of figures for all parishes within the policy and/ or Appendix</li> <li>• Add additional clarification re local circumstances; i.e. no development capacity, hosting major strategic development</li> <li>• Additional explanation re delivery of windfall allowance through mechanisms other than Neighbourhood Plan allocations</li> </ul>					<p>16/04/24 – revised LP02 considered at reconvened hearings</p> <p>14/06/24 – Suggested Main Modifications to be incorporated into Schedule</p>
<b>Matter 3 - Economy</b>							
14	27/03/24	Suggested Main Modifications – reference to retail uses not requiring	05/04/24	09/04/24	<b>F79</b>	<b>Yes – amendments to LP08 and supporting text</b>	Suggestion that Hardwick area should be

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		planning permission (2020 Use Classes Order Class E) – <ul style="list-style-type: none"> <li>• Para 5.2.8 text, to clarify that Policy only applies where planning permission is required</li> <li>• LP08 (criterion 3) – need to be more specific that this part of the policy only relates to Hardwick</li> <li>• Policies Map – addition of zoning to specify where LP08(3) applies</li> </ul>				<b>(LP08(3), para 5.2.8)</b>	identified/ zoned on Policies Map, in the interests of clarity and certainty
<b>Matter 5 - Settlements and Sites – Main Towns (Wisbech Fringe)</b>							
15	27/03/24	Contact Fenland DC (Planning Policy officers and Case Officer) – re progress of application 22/1256/F – when likely to go to Committee/ anticipated determination date.  Emphasise current status of National Highways “holding objection”.	05/04/24	05/04/24	<b>F72</b>	<b>N/a</b>	Prepare brief note explaining current position, including proposed trajectory for Wisbech Fringe delivery
<b>Matter 5 - Settlements and Sites – King’s Lynn and Surrounding Areas (West Winch)</b>							
16	28/03/24	Submit updated WWGA timeline – likely approval and bringing forward of Hopkins application (phase 1 of trajectory) and funding and delivery of WWHAR	31/05/24		TBC	<b>N/a</b>	ACTION NOTE – Prepare brief note explaining current position, including proposed trajectory for Hopkins application and WWHAR funding and delivery
17	28/03/24	Suggested Main Modifications to Policy E2.1 in addition to those set out in F51k – <ul style="list-style-type: none"> <li>• E2.1 (Part A) (1) – “fullness of time” – amend wording of policy and supporting text to be clearer</li> </ul>	14/06/24		TBC	<b>Yes – amendments to E2.1 (Part A) – to be incorporated into updated Schedule of Main Modifications</b>	Changes to individual policy criteria/ wording to be incorporated into updated Schedule

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		<p>about justification and timescale for growth to 4,000 dwellings, including reference to meeting longer term development needs, beyond the end of the Plan period (see also Action 19).</p> <ul style="list-style-type: none"> <li>• E2.1 (Part A) (1 and 2) – “Within the region of 3,500 – 4,000 new homes...” – amend to specify “up to 4,000 new homes, to meet development needs beyond plan period”</li> <li>• E2.1 (Part A) (1 and 2) – need to specify No of houses to be delivered within Plan period (as per trajectory) – approx. 2,500 by 2040</li> <li>• E2.1 (Part A) (1) – addition of references to identifying wider opportunities/ need to balance housing and employment (jobs), other benefits (e.g. improvements to A10 corridor/ connectivity; wider strategic benefits – A47/ Pullover Roundabout)</li> <li>• E2.1 (Part A) (1) – addition of references to cycle route alongside WWHAR, as longer distance route linking different development phases, other benefits such as improved crossings (e.g. near Gravel Hill Lane)</li> <li>• E2.1 (Part A) (4 – new criterion) – reference to “tolerable range” needs re-drafting (AQ19 response) – more precise/</li> </ul>					of Main Modifications

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		<p>stronger wording – no development above pre-defined thresholds (300 dwellings – as per A10/ A47 Hopkins link road requirement/ 1,100 dwellings)</p> <ul style="list-style-type: none"> <li>• E2.1 (Part A) (9 – new criterion) – Include advice of WSP re reference to British Standards (BS) noise guidance (AQ29)</li> <li>• E2.1 (Part A) (14 – new criterion) – strengthen landscaping policy requirements/ criteria to ensure adequate landscape mitigation.</li> <li>• Include list of infrastructure for WWGA set out in IDP, with trigger points for delivery of e.g. primary schools, health centre, etc (see also Action 22).</li> </ul>					
18	28/03/24	<p>Council to provide note re proposed provision for secondary education facilities for WWGA to include:</p> <ul style="list-style-type: none"> <li>• LEA analysis to support off-site provision and confirmation as to why new secondary school is not the most sustainable option on a development of this scale</li> <li>• evidence to show that existing King’s Lynn schools can accommodate increased secondary pupil numbers</li> <li>• Public transport arrangements for pupils to travel to secondary schools from WWGA</li> </ul>	05/04/24	05/04/24	<b>F73</b>	<b>N/a</b>	
19	28/03/24	Suggested Main Modifications (E2.1 supporting text – section 9.3) –	14/06/24		TBC	<b>Yes – amendments to E2.1 supporting text (section 9.3) –</b>	Changes to individual policy criteria/ wording to



No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		<ul style="list-style-type: none"> <li>“Strategic Context” sub section (para 9.3.6-9.3.8) – Further justification/ explanation for WWGA in supporting text – additional paragraph (reasoning for increase from 1,600 to 4,000 dwellings)</li> </ul>				<b>to be incorporated into updated Schedule of Main Modifications</b>	be incorporated into updated Schedule of Main Modifications
20	28/03/24	Addition of documents to examination library: <ul style="list-style-type: none"> <li>Core Strategy and SADMP (A13/A14)</li> <li>King’s Lynn LCWIP</li> <li>West Winch Framework Masterplan SPD (January 2023)</li> <li>TA for Hopkins Homes planning application at WWGA</li> </ul>	28/04/24	28/04/24	<b>F58 - F62</b>	<b>N/a</b>	Request submitted to BCKLWN Web Team, 28/03/24 – Add LCWIP and Framework Masterplan to Examination library: LCWIP: <a href="https://www.norfolk.gov.uk/media/20928/Kings-Lynn-Lcwip-Main-Report-February-2022/pdf/4qkings-lynn-lcwip-main-report-february-2022.pdf?m=1701472133233">https://www.norfolk.gov.uk/media/20928/Kings-Lynn-Lcwip-Main-Report-February-2022/pdf/4qkings-lynn-lcwip-main-report-february-2022.pdf?m=1701472133233</a>  WW Framework Masterplan January 2023: <a href="https://www.west-norfolk.gov.uk/download/downloads/id/7257/west_winch_growth_area_framework_masterplan_spd.pdf">https://www.west-norfolk.gov.uk/download/downloads/id/7257/west_winch_growth_area_framework_masterplan_spd.pdf</a>

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
							2016 SADMP: <a href="https://www.west-norfolk.gov.uk/download/downloads/id/2491/sadmp_plan_adopted_2016.pdf">https://www.west-norfolk.gov.uk/download/downloads/id/2491/sadmp_plan_adopted_2016.pdf</a> 2011 Core Strategy: <a href="https://www.west-norfolk.gov.uk/download/downloads/id/712/core_strategy_document.pdf">https://www.west-norfolk.gov.uk/download/downloads/id/712/core_strategy_document.pdf</a>
21	28/03/24	Heritage assets (E2.1 (Part B)(7) –: <ul style="list-style-type: none"> <li>Revise the wording of Policy E2.1 to include the further changes suggested by Historic England in their Hearing Statement on WWGA (this was agreed by the Council at the Hearing).</li> <li>Review the HIA for WWGA and EH Advice Note 3 (AN3) to establish the potential for specifying a buffer zone around and key views of the heritage assets, in particular St Mary’s Church and the group including the moated site, to be agreed between BCKLWN and HE.</li> <li>BCKLWN/ HE to produce updated SoCG, in view of the above, to include reference to the HIA and the most sensitive fields affecting the settings of the heritage assets)</li> </ul>	05/04/24	05/04/24	F75	<b>Yes to include amendments to Policy E2.1 suggested by HE as part of their Hearing Statement, and the outcome of the review of the potential for a buffer zone and key views to be identified in the HIA or on the Policies Map.</b>	Update Statement of Common Ground with Historic England (December 2022)

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
22	28/03/24	Suggested Main Modifications – E2.1 (Part B) – Review policy text with reference to WW & NR Neighbourhood Plan and the Infrastructure Delivery Plan to include: <ul style="list-style-type: none"> <li>List of infrastructure in IDP within policy text, with trigger points for delivery</li> <li>Mechanisms to mitigate local amenities such as construction management plan</li> </ul>	14/06/24		TBC	<b>Yes – amendments to E2.1 Part B and supporting text (section 9.3) – to be incorporated into updated Schedule of Main Modifications</b>	
23	28/03/24	Suggested Main Modification – new paragraph proposed to follow 9.3.1.35 (Design and density sub-section) – should be included within policy text, rather than supporting text, and policy should include provision for financial contributions to air quality off-setting measures to address the impacts of WWGA development on AQMAs within King’s Lynn.	14/06/24		TBC	<b>Yes – amendments to E2.1 supporting text (section 9.3.1) – to be incorporated into updated Schedule of Main Modifications</b>	
24	28/03/24	Suggested Main Modification (E2.2) – Review policy wording to remove order of priority for residential development at WWGA above other developments in/around West Winch	14/06/24		TBC	<b>Yes – amendments to E2.2 – to be incorporated into updated Schedule of Main Modifications</b>	
<b>Week 4 (16-19 April 2024)</b>							
<b>General points on Housing trajectory and Main Modifications schedule</b>							
25	16/04/24	Allocated Sites – Where an allocated site has been completed it should be recorded as such in the trajectory and in the table within the new Policy on the Spatial Strategy and Settlement Hierarchy.	14/06/24		TBC	<b>Table in new Policy on the Spatial Strategy and Settlement Hierarchy (new Policy LP01) to be amended to record</b>	This should form a general update to the Trajectory.

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
						<i>completions on previously allocated sites.</i>	
26	16/04/24	Downham Market - Provide an update on Phase 2 of the Downham Market North-East Allocation (Policy F1.3), to confirm the planning application will be submitted.	31/05/24		TBC	<b><i>Amendment to supporting text to explain current position re site deliverability (section 10.1.4)</i></b>	ACTION NOTE – Produce an Action Note to clarify the position in terms of the delivery of the proposed allocation in Downham market.
27	16/04/24	Allocations/planning permissions – Where a permission is for a larger site area than the proposed allocation, then the existing allocation area on the Policies Map should remain the same. The larger site should only be included within the development boundary if the site is built out.	14/06/24		TBC	<b><i>Amendment to development boundaries (Policies Map)</i></b>	This is for clarification on Policies Map.
28	16/04/24	Separate schedules for Main Modifications (MM) Additional Modifications (AM) and Policies Map.	14/06/24		TBC	<b><i>N/a</i></b>	Clarity in terms of producing future Schedules
29	16/04/24	Review the trajectory for completions data. Where completed allocations are to be deleted from the Plan, these should be shown as part of the completions entries in the trajectory.	14/06/24		TBC	<b><i>N/a</i></b>	This should form a general update to the Trajectory along with Action 3.
30	16/04/24	Where changes are made to policies and supporting text, a single MM is required for each policy and supporting text in the MM table to make it clear as to what has changed in each policy/ supporting text.	14/06/24		TBC	<b><i>N/a</i></b>	To provide clarity on how the MM/AM tables should be produced.
<b>Matter 2 – Spatial Strategy – New Policies on Windfall Housing Development and Neighbourhood Plan Housing Requirements</b>							
31	16/04/24	New Policy on Windfall Sites – No further actions were agreed in respect of the New Policies on Windfalls and NPs at the	14/06/24		TBC	<b><i>Yes – Include in MMs for the proposed new</i></b>	

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		Hearing session. The Inspectors will give this further consideration, in the light of the discussions at the Hearing and the written responses to the draft policies in F68 and F76, and confirm the way forward and any MMs necessary in a post hearing letter.				<b><i>policies as set out under Actions Agreed.</i></b>	
32	16/04/24	Dwelling numbers in Tables under Tiers 1-6 in New Policy on Spatial Strategy and Settlement Hierarchy, and in Tables 2 and 4 on the Appendix on the New Policy on NP Requirements – Check whether dwelling numbers in these tables match with those in the NP Policy requirements. Update this in line with the revised trajectory. Add completions column to this table. Add an extra column to include sites allocated and delivered to provide clarity.	14/06/24		TBC	<b><i>Yes – changes should form part of New Policy on Spatial Strategy and settlement Hierarchy to be included in MMs</i></b>	
<b>Matter 5 – Key Rural Service Centres</b>							
33	16/04/24	Key Rural Services Centres – Site allocations which are complete and virtually complete should be deleted as allocations and the site included within the development boundary on the Policies Map.	14/06/24		TBC	<b><i>Yes – Sites to be deleted in Schedule of MMs</i></b>	Change Policies Map
34	16/04/24	Deletion of allocations and consequential changes – Where allocations are deleted, the relevant supporting text in the Plan can be deleted as a consequential change.	14/06/24		TBC	<b><i>Yes – make sure all relevant parts of the Plan are deleted and any consequential changes are made to other parts of the Plan where necessary.</i></b>	Change Policies Map

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
35	16/04/24	Brancaster, Brancaster Staithe and Burnham Deepdale – Delete section in the Plan and include completed sites within the development boundary. Update Policies Map for each settlement affected. Update table under Tier 4 in the New Policy on Spatial Strategy and Settlement Hierarchy, to ensure dwellings from previously allocated sites which have been built out are counted in the trajectory.	14/06/24		TBC	<b>Yes – Delete the section (12.1) from the Plan and any consequential changes</b>	Change Policies Map
36	16/04/24	Burnham Market – Delete Section in the Plan as no allocations proposed in BM.	14/06/24		TBC	<b>Yes – Delete the section on Burnham Market from the Plan (12.2) and any consequential changes</b>	
37	16/04/24	Castle Acre – Delete Section in the Plan as allocation completed and update Policies Map to include site within development boundary. Update table under Tier 4 in the New Policy on Spatial Strategy and Settlement Hierarchy, to ensure dwellings from previously allocated sites which have been built out are counted in the trajectory.	14/06/24		TBC	<b>Yes – Delete the section on Castle Acre from the Plan (12.3) and any consequential changes</b>	Change Policies Map
38	16/04/24	Clenchwarton – Previously allocated sites G25.1 and G25.3 which have been completed are to be deleted from the Plan and sites included within the development boundary of the village.  Update table under Tier 4 in the New Policy on Spatial Strategy and Settlement Hierarchy, to ensure	14/06/24		TBC	<b>Yes – Delete sections 12.4.1/ G25.1 and 12.4.3/ G25.3; consequential changes (LP01 housing Nos)</b>	Policies Map changes where appropriate

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		<p>dwelling from previously allocated sites which have been built out are counted in the trajectory as completed.</p> <p>Also agreed that sites with planning permission which have been completed should be included in the development boundary on the Policies Map, where they abut the settlement, consistent with the way completed allocations are to be treated.</p> <p>School buildings partially in the settlement boundary. Amend boundary to include all of school buildings.</p>					
39	16/04/24	Dersingham – G29.1 Doddshill Road site allocation is too optimistic in the trajectory for housebuilding to start in 25/26. Agreed to push the start date back to 26/27 in the trajectory.	14/06/24		TBC	<b>Yes – changes to housing trajectory should be reflected in the trajectory in Appendix C to Plan</b>	Revise Housing trajectory to take account of revised G29.1 trajectory.
40	16/04/24	Dersingham – Agreed to remove site G29.2 from the Trajectory and Plan due to lack of evidence to support its delivery within the Plan period, together with consequential changes to the trajectory and Policies Map.	14/06/24		TBC	<b>Yes – Delete section 12.5.2/ G29.2</b>	Change Policies Map
41	16/04/24	Docking – As site allocation G30.1 is completed and there are no other allocations in Docking, agreed to delete section 12.6 from the Plan and update Policies Map to include the developed site. Update table under Tier 4 in the New Policy on Spatial Strategy and Settlement Hierarchy, to ensure dwellings from previously allocated sites	14/06/24		TBC	<b>Yes – Delete the section on Docking from the Plan (12.6) and any consequential changes</b>	Change Policies Map

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		which have been built out are counted in the trajectory as completed.					
42	16/04/24	East Rudham – Site allocation G31.1 - change in start date to 2025/26 should be reflected in the trajectory.	14/06/24		TBC	<b>Yes – change to housing trajectory should be reflected in the trajectory in the Appendix C to Plan.</b>  <b>Consequential change – move section 12.7 into section 14 (to follow 14.3)</b>	Revise Housing trajectory to take account of revised G31.1 trajectory.
43	16/04/24	Emneth – Site G34.1 is no longer deliverable, so deleted Section on Emneth from the Plan and update Policies Map as appropriate. Update table under Tier 4 in the New Policy on Spatial Strategy and Settlement Hierarchy.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (12.8) and any consequential changes</b>	Change to Policies Map to remove G34.1 allocation.
44	16/04/24	Emneth – noted that windfall development site at Meadow Gate to the North of the village for 120 dwellings is under construction. Agreed that it should be included within the development boundary on the Policies Map.	14/06/24		TBC	<b>Amendment to development boundaries (Policies Map)</b>	Change to the Policies Map to include housing development at Meadow Gate
45	16/04/24	Hockwold cum Wilton – Policy G35.1 – agreed to amend criterion 2 to ensure provision of safe and suitable highway access should be linked to a Policy within the Plan i.e. Policy LP13.  Also agreed to update housing trajectory to reflect start date of 2024/25 for site G35.1.	14/06/24		TBC	<b>Yes – change Policy G35.1 criterion 2; other consequential changes including changes to Housing Trajectory in Appendix C.</b>	Revise Housing trajectory to take account of updated delivery timetable for G35.1  Review and amend figures in New



No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		<p>Council to review figures for commitments and allocations in the Table in New Policy on Spatial Strategy and Settlement Hierarchy to ensure they reflect what has been completed on the ground.</p> <p>Hockwold cum Wilton should be retained in the Plan (even though no allocations) due to it being a joint Key Rural Service Centre with Feltwell.</p>					Spatial Strategy policy.
46	16/04/24	Hockwold cum Wilton – agreed to review whether the windfall calculation figures for Feltwell and Hockwold-cum-Wilton of 34 and 15 dwellings respectively in Table 4 of the Appendix to the new Policy on NPs is net of commitments and allocations.	31/05/24		TBC	<b>N/a</b>	ACTION NOTE – Produce note on windfall figures for Feltwell and Hockwold-cum-Wilton.
47	16/04/24	Feltwell – Council to review whether there should be additional residential development at Feltwell due to the close proximity with RAF bases at Lakenheath and Mildenhall	31/05/24		TBC	<b>N/a</b>	ACTION NOTE – Council to produce an Action Note clarify this issue.
48	16/04/24	Great Massingham – MM Schedule – changes to the policy title for G43.1 are to be treated as minor modifications so they should not be within the MM schedule.	14/06/24		TBC	<b>N/a</b>	Include within Additional Modifications schedule.
49	16/04/24	Gayton – G41.1 Revert back to the expected timeframe stated within F50b. Update trajectory.	14/06/24		TBC	<b>Amendment to trajectory – consequential changes</b>	Amend trajectory

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
50	16/04/24	Grimston/ Pott Row – G41.2 Add the removal of this to the MM schedule, and include site within the development boundary on the Policies Map.	14/06/24		TBC	<b>Yes – Delete section 12.11.2/ G41.2</b>	Changes to Policies Map to remove G41.2 allocation and development boundary.
51	16/04/24	Heacham – G47.1 amend housing trajectory to push back the start date of this site to 2025/26.	14/06/24		TBC	<b>Yes – amend housing trajectory – consequential changes</b>	Amend trajectory
52	16/04/24	Marshland St James – G57.2 discrepancy in delivery timeline to start between document F50b and the latest trajectory. Agreed to amend trajectory to start in 26/27  Completed housing development to northeast of Walton Road should be included within the settlement boundary.  School buildings at Marshland St James primary should be included within the settlement boundary on the Policies Map.	14/06/24		TBC	<b>Yes – update trajectory for site G57.2</b>  <b>Consequential change – move section 12.13 into section 14 (to follow 14.11)</b>	Changes to the Policy Map to include new housing on Walton Road and all of school buildings within development boundary
53	16/04/24	Methwold – Delete Section 12.14 in the Plan on Methwold and Northwold as all allocations are complete or virtually complete. Update Policies Map where appropriate to include all four sites within development boundary.  Update table under Tier 4 in the New Policy on Spatial Strategy and Settlement Hierarchy, to ensure dwellings from previously allocated sites which have been built out are counted in the trajectory as completed.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (12.14) and any consequential changes</b>	Change to Policies Map to remove G59.1-G59.4 allocations and incorporate sites into development boundary

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
54	16/04/24	Middleton – Delete Section 12.15 in the Plan on Middleton as no allocations proposed.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (12.15) and any consequential changes</b>	
55	16/04/24	Snettisham – Delete Section 12.16 from the Plan as site G83.2 has been completed and amend Policies Map accordingly.  Update table under Tier 4 in the New Policy on Spatial Strategy and Settlement Hierarchy, to ensure dwellings from previously allocated sites which have been built out are counted in the trajectory as completed.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (12.16) and any consequential changes</b>	Change to Policies Map to remove G83.2 allocation and incorporate site into development boundary
56	16/04/24	Southery – Delete Section 12.17 in the Plan on Southery as site allocation G85.1 is complete. Update Policies Map to include site within development boundary and delete notation as housing allocation.  Update table under Tier 4 in the New Policy on Spatial Strategy and Settlement Hierarchy, to ensure dwellings from the previously allocated site which have been built out are counted in the trajectory as completed.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (12.17) and any consequential changes</b>	Change to Policies Map to remove G85.1 allocation and incorporate site into development boundary
57	16/04/24	Stoke Ferry – G88.2 ‘Self and Custom’ site should be revised to start of 26/27 in the trajectory.  Check settlement boundary for other completed developments, and amend accordingly on Policies Map.	14/06/24		TBC	<b>Yes – update the trajectory for site G88.2</b>  <b>Other suggested MMs to amend dwelling numbers</b>	Changes to Policies Map to include completed developments as necessary

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
						<i>in allocations to reflect grants of planning permission.</i>	
58	16/04/24	<p>Terrington St Clement – Delete Policies G93.1 and G93.2 from the Plan, as completed, and update Policies Map to include developments within settlement boundary. Update table under Tier 4 in the New Policy on Spatial Strategy and Settlement Hierarchy, to ensure dwellings from previously allocated sites which have been built out are counted in the trajectory as completed.</p> <p>Amend Policy G93.3 to reflect the number of dwellings within the recent planning permission.</p> <p>Policy TSC1 (Highways and Access) Add, 'in line with Policy 13' to criterion 1 for consistency.</p> <p>Document D21 recommended including a parcel of land off Popes Lane, but this has not been included within the development boundary. Agreed to review this and amend for consistency with evidence.</p>	14/06/24		TBC	<p><b>Yes – Delete sections 12.19.1/ G93.1 and 12.12.2/ G93.2 from the Plan and any consequential changes.</b></p> <p><b>Make amendment to the number of dwellings for site G93.3 to reflect the recent planning permission.</b></p> <p><b>Add reference to Policy 13 for highways and access in criterion 1 of Policy TSC1.</b></p>	Changes to the Policies Map to include completed developments and parcel of land off Pope's Lane.
59	16/04/24	Terrington St John with St Johns Highway/ Tilney St Lawrence – Agreed MMs to remove refence to site G94.2 as not being carried forward from SADMP, to clarify the justification for site G94.1, and to amend the dwelling numbers to reflect the grant of planning permission, both in the policy and in the trajectory	14/06/24		TBC	<b>Yes – MMs to 12.20.6 to remove G94.2 reference and G94.1 to amend dwelling Nos</b>	

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		and the New Policy on the Spatial Strategy and Settlement Hierarchy.					
60	16/04/24	Upwell – Delete Policies G104.1, G104.2 and G104.4 from the Plan, as these sites have been completed, and update Policies Map to include developments within the settlement boundary.	14/06/24		TBC	<b>Yes – Delete the sections 12.21.1/ G104.1; 12.21.2/ G104.2; 12.21.3/ G104 from the Plan and any consequential changes</b>	Change to Policies Map to remove G104.1/ G104.2/ G104.4 allocations and incorporate sites into development boundary
61	16/04/24	Outwell – Amend dwelling numbers for allocations G104.5 and G104.6 to reflect planning permissions. Also amend criteria on access and drainage to ensure in line with local and national policies.  Update table under Tier 4 in the New Policy on Spatial Strategy and Settlement Hierarchy, to ensure dwellings from previously allocated sites which have been built out are counted in the trajectory as completed, and increased dwelling numbers from permissions are reflected.	14/06/24		TBC	<b>Yes – changes to Outwell allocations G104.5 and G104.6 as agreed under Actions and other consequential changes</b>	Changes to the Policies Map to include completed developments within the development boundary, and remove Neighbourhood Plan allocations from the Policies Map.
62	16/04/24	Walpole St Peter /Walpole St Andrew/ Walpole Marsh – Delete Policy G109.2 as development complete and include site within development boundary on Policies Map.  Update Policies Map, housing trajectory and table under Tier 4 in the New Policy on Spatial Strategy and Settlement Hierarchy, to reflect these changes.	14/06/24		TBC	<b>Yes – Amendments to G109.1 housing Nos</b>  <b>Delete section 12.22.2/ G109.2 from the Plan and any consequential changes</b>	Changes to Policies Map to include completed site G109.2 within development boundary.

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		Agreed amendments to Policy G109.1 to reflect increased dwelling number permitted and to supporting text.					
63	16/04/24	<p>West Walton/ Walton Highway – Agreed to delete Sections on West Walton and Walton Highway from the Plan, as site allocation G120.1 complete and no further allocations proposed.</p> <p>Update Policies Map to include site 120.1 and the Poplar Fields development within the settlement boundary for Walton Highway.</p> <p>Update table under Tier 4 in the New Policy on Spatial Strategy and Settlement Hierarchy, to ensure dwellings from previously allocated and committed sites which have been built out are counted in the trajectory as completed.</p> <p>Marshland High School (West Walton) the settlement boundary only includes part of the school buildings. Needs to be amended to include all the buildings within the development boundary.</p>	14/06/24		TBC	<b>Yes – Delete the sections 12.23 and 14.24 from the Plan and any consequential changes</b>	<p>Change to Policies Map to remove G120.1 allocation and incorporate site into development boundary.</p> <p>Changes to Policies Map at Marshland High School site to include all school buildings/ developed areas of school site.</p>
64	16/04/24	West Walton/ Walton Highway – Review Neighbourhood Plan requirement for Walton Highway & West Walton in the New Policy on NP Housing Requirements to reflect the agreement to retain it as a joined KRSC.	14/06/24		TBC	<b>Yes – changes to new NP Housing Requirements policy (West Walton Parish) to reflect its KRSC status</b>	

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
<b>Matter 5 – Settlements &amp; Sites: Rural West Norfolk and Rural Villages</b>							
65	17/04/24	Burnham Overy Staithe – Delete Section 14.1 from the Plan as no site allocations proposed.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.1) and any consequential changes</b>	
66	17/04/24	Castle Rising – Delete Section 14.2 from the Plan as no site allocations proposed for Castle Rising village.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.2) and any consequential changes</b>	
67	17/04/24	Denver – amend wording of Policy G28.1 criterion 1 so that access to be in line with Policy LP13, rather than the highway authority.  Review trajectory for delivery of site G28.1 subject to when planning application likely to be submitted.  Allocation should remain as 8 dwellings.	14/06/24		TBC	<b>Yes – amend criteria 1 to include a reference to Policy LP13 and update trajectory for site 28.1 as necessary</b>	
68	17/04/24	East Winch – Delete Section 14.4 from the Plan, as site G33.1 is complete and no further allocations proposed in East Winch.  Update Policies Map to include development within settlement boundary.  Update table under Tier 5 in the New Policy on Spatial Strategy and Settlement Hierarchy, to ensure dwellings from previously allocated site which have been built out are counted in the trajectory as completed.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.4) and any consequential changes</b>	Change to Policies Map to remove G33.1 allocation and incorporate site into development boundary

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
69	17/04/24	Fincham – Site G36.1 still under construction, so retain Policy in plan.  Amendments to criteria 1, 2 and 4 in MMs to ensure correct/ appropriate references to policy requirements for access, odour assessment and affordable housing.	14/06/24		TBC	<b>Yes – amendments to G36.1 criteria 1,2 and 4, as set out in Actions.</b>	
70	17/04/24	Flitcham – Delete Section 14.6 from the Plan as no allocations proposed at Flitcham.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.6) and any consequential changes</b>	
71	17/04/24	Great Bircham – Council to produce a note on nutrient neutrality requirements for development in KL&WN within the River Wensum catchment.  Subject to the note, it was agreed to amend trajectory for site G42.1 to start in 2027/28 to reflect NN constraint.	31/05/24		TBC	<b>MM to trajectory for site G42.1 to reflect NN issue.</b>	ACTION NOTE – Council to produce a note on the position of the nutrient neutrality.
72	17/04/24	Harpley – Delete Section 14.8 from the Plan, as site G45.1 unlikely to come forward in Plan period, and no further allocations proposed at Harpley.  Update Policies Map, housing trajectory and table under Tier 5 in the New Policy on Spatial Strategy and Settlement Hierarchy, to reflect this amendment.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.8) and any consequential changes</b>	Change to Policies Map to remove G45.1 allocation (as per agreed Actions)
73	17/04/24	Hilgay – Push back delivery of site G45.1 in housing trajectory to start in 2025/26 to reflect current planning status of site.	14/06/24		TBC	<b>Yes – amendments to G36.1 criteria 1,2 and 4, and to housing trajectory</b>	Amendment to housing trajectory.



No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		Change criteria 1, 2 and 4 to ensure they are in line with local and national policy requirements.				<i>as set out in Actions.</i>	
74	17/04/24	Hillington – Delete section 14.10 from Plan as no allocations proposed in Hillington.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.10) and any consequential changes</b>	
75	17/04/24	Ingoldisthorpe – Delete Section 14.11 from the Plan, as site G52.1 is complete and no further allocations in Ingoldisthorpe.  Update Policies Map, housing trajectory and table under Tier 5 in the New Policy on Spatial Strategy and Settlement Hierarchy, to reflect these changes.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.11) and any consequential changes</b>	Change to Policies Map to remove G52.1 allocation and incorporate site into development boundary
76	17/04/24	Old Hunstanton – Delete Section 14.12 from the Plan as no allocations proposed within Old Hunstanton.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.12) and any consequential changes</b>	
77	17/04/24	Runcton Holme – Delete Section 14.13 from the Plan, as site G72.1 is virtually complete and no further allocations proposed in Runcton Holme.  Update Policies Map, housing trajectory and table under Tier 5 in the New Policy on Spatial Strategy and Settlement Hierarchy, to reflect these changes.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.13) and any consequential changes</b>	Change to Policies Map to remove G72.1 allocation and incorporate site into development boundary
78	17/04/24	Sedgeford – Site G78.1 - Change number on trajectory to 11 dwellings, to reflect allocation in Sedgeford NP.	14/06/24		TBC	<b>Yes – delete Policy H1 for site at Jarvie Close in Sedgeford and</b>	

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		Delete Policy H1 for site allocation at Jarvie Close from the Plan as this duplicates policy in the NP.				<b>update the trajectory for G78.1 to reflect NP allocation.</b>	
79	17/04/24	Shouldham – Delete section 14.15 from the Plan as site G81.2 completed and no further allocations proposed in Shouldham.  Update Policies Map, housing trajectory and table under Tier 5 in the New Policy on Spatial Strategy and Settlement Hierarchy, to reflect these changes.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.15) and any consequential changes</b>	Change to Policies Map to remove G81.2 allocation and incorporate site into development boundary
80	17/04/24	Stow Bridge – Delete Section 14.16 from the Plan as no allocations proposed for Stow Bridge.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.16) and any consequential changes</b>	
81	17/04/24	Syderstone – Delete Section 14.17 from the Plan, as site G91.1 is complete and no further allocations proposed in Syderstone.  Update Policies Map, housing trajectory and table under Tier 5 in the New Policy on Spatial Strategy and Settlement Hierarchy, to reflect these changes.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.17) and any consequential changes</b>	Change to Policies Map to remove G91.1 allocation and incorporate site into development boundary
82	17/04/24	Ten Mile Bank – Delete Section 14.18 from the Plan as no allocations proposed in Ten Mile Bank.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.18) and any consequential changes</b>	
83	17/04/24	Thornham – Delete Section 14.19 from the Plan as no allocations proposed in Thornham.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.19) and</b>	

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
						<b>any consequential changes</b>	
84	17/04/24	Three Holes – Delete section 14.20 from the Plan as no allocations are proposed in Three Holes.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.20) and any consequential changes</b>	
85	17/04/24	Tilney All Saints – Delete section 14.21 from the Plan as site G97.1 is complete and there are no further allocations proposed in Tilney All Saints.  Update Policies Map, housing trajectory and table under Tier 5 in the New Policy on Spatial Strategy and Settlement Hierarchy, to reflect these changes.  Agreed to include the school buildings of Tilney All Saints primary school within the development boundary.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.21) and any consequential changes</b>	Change to Policies Map to remove G97.1 allocation and incorporate site and school buildings into development boundary
86	17/04/24	School buildings and development boundaries – Check to ensure that school buildings are included within the development boundaries at:  Castle Acre, Dersingham, Marshland St James, Tilney All Saints, West Walton, Wiggshall S M Magdalen.	14/06/24		TBC	<b>N/a</b>	Changes to the Policies Map – development boundaries
87	17/04/24	Walpole Cross Keys – Delete Section 14.22 from the Plan, as no allocations are proposed in Walpole Cross Keys.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.22) and any consequential changes</b>	
88	17/04/24	Walpole Highway – Agreed to retain site G106.1 (still under construction) and add into the trajectory.	14/06/24		TBC	<b>Yes – update the trajectory for site G106.1 (based on</b>	

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
						<b>latest anticipated completion information)</b>	
89	17/04/24	<p>Welney – Add suggested MMs to supporting text in respect of water level management and project level HRA, but confirm whether the wording has been agreed with the Middle Level Commissioners and Natural England.</p> <p>Revise para 14.25.2.1 which duplicates 14.25.1.1 but does not relate to the location of site G113.2.</p>	14/06/24		TBC	<b>Yes – Changes to 14.25.2.1/ 14.25.2.2 as specified under Actions and any consequential changes</b>	Review previous representations from Middle Level Commissioners (IDB) and Natural England
90	17/04/24	Welney – Council to clarify the position of site G113.1 in terms of the proportion owned by the Environment Agency and its expected delivery.	31/05/24		TBC	<b>N/a</b>	ACTION NOTE – Council to produce an Action Note to clarify the delivery position of site G113.1.
91	17/04/24	<p>Wereham – Site G114.1 completed before the plan period. Delete allocation and whole of section 14.26 as no further allocations proposed in Wereham.</p> <p>Update Policies Map, housing trajectory and table under Tier 5 in the New Policy on Spatial Strategy and Settlement Hierarchy, to reflect these changes.</p>	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.26) and any consequential changes</b>	Change to Policies Map to remove G114.1 allocation and incorporate site into development boundary
92	17/04/24	West Newton – Delete Section 14.27 from the Plan, as no allocations proposed in West Newton.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.27) and any consequential changes</b>	
93	17/04/24	Wiggenhall St Germans – MMs to include amendment to criterion 3 of Policy G123.1 to ensure access is in line with	14/06/24		TBC	<b>Yes – MMs to criteria 3 and 4 of Policy G123.1 and</b>	

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		Policy LP13 rather than simply to the satisfaction of the highway authority.				<b>any consequential changes.</b>	
94	17/04/24	Wiggenhall St Mary Magdalen – Delete Section 14.29 from the Plan, as no allocations proposed for Wiggenhall St Mary Magdalen.  Agreed to revise Policies Map to include school buildings for Magdalen Academy primary school within the settlement boundary.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.29) and any consequential changes</b>	Changes to the Policies Map to include school buildings within development boundary.
95	17/04/24	Wimbotsham – Delete Section 14.30 from the Plan, as no allocations proposed in Wimbotsham village.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.30) and any consequential changes</b>	
96	17/04/24	Wormegay – Delete Section 14.31 from the Plan as no allocations are proposed in Wormegay.	14/06/24		TBC	<b>Yes – Delete the section from the Plan (14.31) and any consequential changes</b>	
97	17/04/24	All maps showing settlement development boundaries to be deleted from the written statement of the Plan, and development boundaries shown on the Policies Map.  Include maps showing site allocations where development is not yet complete/virtually complete.  Add appendix or footnote to the trajectory/plan to state that Local Plan and Neighbourhood Plans may have different allocated sites.	14/06/24		TBC	<b>Yes – amendments to new Windfall development and Neighbourhood Plan housing requirements policies, as set out in Actions.</b>	Changes to the Policies Map and how site allocations are shown in the Local Plan, as set out in Actions.

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		Add supporting text to the section in the Plan on NPs and the New Windfalls policy to explain the need to read the LP and NPs together, and to make clear that, for the purposes of assessing windfall proposals, development boundaries are shown on the Policies Map.					
<b>Matter 6 – Housing Land Supply and Policies</b>							
98	18/04/24	Knights Hill permission – Include a figure for 2039 to 2040 in the housing trajectory. Also move the figure from the Allocations column to the commitments column as not an allocation in the Plan.	14/06/24		TBC	<b>Yes – update the trajectory and new Policy LP01 figures as set out in Action list.</b>	
99	18/04/24	Site F1.3 Downham Market – Council to provide an update on the delivery status of phase 2 of the site, which remains in multiple ownership, and whether a start on site in 2030/31 is realistic.	31/05/24		TBC	<b>Changes to trajectory if necessary based on delivery update information from agents/ site promoters</b>	ACTION NOTE – Collate delivery information re anticipated F1.3 phase 2 delivery timeframe
100	18/04/24	Windfall allowance – The Windfall Figure of 298 dwellings p/a in the most recent trajectory has already been discounted by 25%, so no need to discount this figure by a further 5%.	31/05/24		TBC	<b>N/a</b>	Cover in lapse rate note (Action 103, below).
101	18/04/24	Housing Supply Table 1, 2 and 3 in Council’s Hearing Position Statement (HPS) –  Table 1, 2 and 3 data to be included in Plan as MMs  Add revised Plan period to Tables 1 and 2	14/06/24		TBC	<b>Yes – include Tables 1, 2 and 3 from Council’s HPS in Plan as amended in Actions, with consequential changes to supporting text; update the trajectory</b>	

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		<p>Update data in Table 1, 2 and 3 to end of 31st March 2024 for inclusion in the Plan.</p> <p>Include allocated sites that have been completed as 'Completions on previously allocated sites'.</p> <p>Include allocations where planning permission has been granted as either 'Commitments' or 'Allocations with permission'.</p> <p>Update with changes to delivery timescales for allocated sites agreed in discussions from Days 9 and 10.</p> <p>'Windfall Sites' in Table 2 should be separated into completions or commitments, to clearly distinguish them from Windfall Allowance.</p> <p>Windfall allowance should be moved forward to start 3 years from now (i.e. 2027/28), to avoid double counting of existing unallocated commitments.</p>				<b><i>accordingly; and update the settlement figures in table in New Policy on Spatial Strategy and Settlement Hierarchy accordingly.</i></b>	
102	18/04/24	<p>Provide a new 5-year housing land supply calculation based on the most up to date monitoring data to the end of March 2024.</p> <p>5-year supply should clearly state which 5-year period it relates to.</p> <p>Also provide a HLS calculation for the 5 period from 1 April 2025, to enable the Inspectors to conclude whether or not</p>	14/06/24		TBC	<b><i>Yes – update settlement figures in table in New Policy on Spatial Strategy and Settlement Hierarchy to show that 5 year HLS period will start from 1 April 2025</i></b>	Covered in Main Modifications.

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		the Council would be able to demonstrate a 5 year supply of deliverable housing land on adoption of the Plan.				<b>(following adoption of Plan).</b>	
103	18/04/24	Lapse rate Discounts – Council to provide justification of a 5-8% lapse rate discount for sites with planning permission in the Borough.	31/05/24		TBC	<b>Inspectors to review</b>	ACTION NOTE – Council to provide evidence in relation to the historic trends in terms of lapse-rates for the Borough.
<b>Matter 6 – Housing – Other Housing Policies</b>							
104	18/04/24	Policy LP28 – Affordable Housing – Council to provide list of brownfield sites built out that have delivered 15 percent of affordable housing including site plans, do not include NORA.	31/05/24		TBC	<b>N/a</b>	ACTION NOTE – Strategic Housing Team – brownfield sites list
105	18/04/24	Policy LP28 – Exception sites –  Delete reference to sequential approach to exception sites for affordable housing in paragraph 7.1.24.  Criterion 16a – replace sites to ‘adjoin sustainable settlements’ with ‘should be reasonably related to an existing settlement and amenities’.  Criterion 16c – change ‘Registered Social Landlord’ to ‘Registered Provider of Social Housing’.	14/06/24		TBC	<b>Yes – delete paragraph 7.1.24; amendments to criteria 16a and 16c, as specified in Actions.</b>	
106	18/04/24	Policy LP28 - Housing type and size, and Gypsy and Traveller Accommodation –	14/06/24		TBC	<b>Yes – provide a separate Policies for Housing types and sizes and</b>	Gypsy and Traveller Accommodation is to be considered as part of the Hearing



No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		Have separate policies on housing types and size, and gypsy and traveller accommodation.				<b><i>Gypsy and Traveller accommodation.</i></b>	Sessions on Gypsies and Travellers Accommodation needs and supply in September 2024.
107	18/04/24	Policy LP28 - Criterion 6 – Revise last sentence of policy, where it says: “appurtenance”, to be rewritten	14/06/24		TBC	<b><i>Yes – MM to criterion 6 to replace word ‘appurtenance’ with more suitable wording/ phrase</i></b>	
108	18/04/24	Policy LP28 - Definition of Designated and Non-Designated Rural Areas – With reference to the suggested MM to paragraph 7.1.3 of the supporting text, the Council will include a note explaining the statutory instruments regarding the “Designated Areas and Non designated Rural areas”.	14/06/24		TBC	<b><i>Yes – To clarify in the supporting text about Designated Areas and Non-Designated Rural Areas in terms of Affordable Housing.  Add ‘Designated Rural Areas’ to the Glossary.</i></b>	
109	18/04/24	Policy LP28 - Criterion 10 – Commuted Sums – Delete reference to commuted sum for affordable housing provided on site.	14/06/24		TBC	<b><i>MM to LP28 criterion 10 – remove reference to commuted sum(s)</i></b>	
110	18/04/24	Policy LP28 - Criterion 14 – Allocated sites – Amend wording to make criterion clear and unambiguous.	14/06/24		TBC	<b><i>Yes – clarify the wording in LP28 criterion 14 –</i></b>	Re-word LP28(14) to avoid piecemeal release of land for development.
111	18/04/24	Custom and Self build – Proposed New Policy –  Council to review wording of proposed New Policy on Custom and Self Build	14/06/24		TBC	<b><i>Yes – New Policy on C&amp;SB housing with wording revised as set out under Action.</i></b>	

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		(C&SB) Housing [H43a, Q344] to make policy more positively worded and effective.  Consider deleting second part of policy regarding the provision of plots on strategic sites as most now have planning permission.					
112	18/04/24	Policy LP29 – Housing for the Elderly and Specialist Care – Agree to deletion of criterion 6 of Policy LP29 as covered in Policy LP16.	14/06/24		TBC	<b>Yes - Delete LP29 criterion 6.</b>	
113	18/04/24	Policy LP30 – Adaptable and Accessible Homes –  Council to provide a note to justify the 50 % threshold of new homes to meet M4(2) accessible homes standards.  Agreed that second sentence of final paragraph to the policy requiring submission of a report to show compliance with Building Regs should be deleted as would not accord with PPG; and that 'wheelchair accessible' should say 'adaptable'.	31/05/24		TBC	<b>Yes – changes to 2<sup>nd</sup> sentence/ final paragraph, as set out under Action Agreed</b>	ACTION NOTE – Strategic Housing and Planning Policy teams to produce note to justify 50% M4(2) accessible homes standards (1 <sup>st</sup> bullet point).
114	18/04/24	Policy LP32 – Houses in Multiple Occupation (HMOs) –  MMs to include changes to criteria a and b, and deletion of criterion d of Policy LP32, as set out in Council's HPS.  Council also agreed to review the word order of the first sentence of the policy	14/06/24		TBC	<b>Yes – changes to LP32 introductory paragraph and criteria a and b, as described in Actions Agreed.</b>	Revised policy wording to be agreed between Strategic Housing and Planning Policy teams.

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		to make clear it applies to the development of new properties for multiple occupation.					
115	18/04/24	<p>Policy LP33 – Enlargement or Replacement of Dwellings in the Countryside –</p> <p>Amend criterion 2 of policy as set out in Council’s HPS.</p> <p>Review wording of paragraph 7.7.4 of supporting text to remove reference to a presumption against new dwellings in the countryside, as not consistent with national policy, and to ensure use of conditions to restrict PD rights is consistent with PPG.</p>	14/06/24		TBC	<b>Yes – changes to paragraph 7.7.4 and LP33 criterion 2, as described in Actions Agreed.</b>	
<b>Matter 8 – Environment Policies</b>							
116	19/04/24	<p>Policy LP15 – Coastal Areas – Council to review wording of Policy LP15 and supporting text to address the following points:</p> <p>Paragraph 6.1.3 – check whether this is in line with the shoreline management plan.</p> <p>Paragraph 6.1.4 – amend as set out in draft schedule of suggested MMs [F37]</p> <p>Paragraph 6.1.6 - refer to the other SMPs and include Gibraltar Point.</p> <p>Criteria 1 and 2 - text on partnership working with other organisations should form part of the supporting text. Policy</p>	14/06/24		TBC	<b>Yes – clarify and revise LP15 and supporting text – paragraph 6.1.3; 6.1.4; 6.1.6; criteria 1 and 2, to ensure competing needs for protection and visitor economy are balanced.</b>	The Coastal Zone is already shown on the Policies Map.

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		<p>to be focused on the factors to be taken into account in order to balance the need for protection of Coastal Areas, species and habitats, with the need for visitor access and supporting the sustainability of local communities and business, in development management decisions.</p> <p>Clarify where the coastal zone is on a plan/ map.</p>					
117	19/04/24	<p>Policy LP16 – Norfolk Coast AONB – MMs to include the following changes to Policy LP16 and supporting text:</p> <p>Paragraph 6.2.8 - Update reference to AONB management plan.</p> <p>Criterion c - Remove from the policy but to include it in supporting text.</p> <p>Add supporting text to describe the “Special qualities” and “distinctive character” of the AONB as per AONB management plan.</p> <p>Amend the wording of the policy and supporting text, to ensure it is consistent with the NPPF e.g. as set out in Council’s HPS [H47] and with reference to great weight to be given to conserving and enhancing landscape and scenic beauty.</p> <p>Changes to 6.2.9 and 6.2.10 to be included in Additional Mods.</p>	14/06/24		TBC	<b>Yes – clarify and revise LP16 and supporting text – paragraph 6.2.8/ criterion c, to ensure consistency with NPPF.</b>	
118	19/04/24	LP17 – Coastal Change Management Area – Council agreed to revise Policy	14/06/24		TBC	<b>Yes – clarify and revise LP17 and</b>	

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		<p>LP17 to make it clear the policy is about "Management of the development within the Coastal Area".</p> <p>MMs to also include the following:</p> <p>New paragraph in the supporting text to follow para 6.3.6 referring to the Council working with Natural England and other stakeholders to develop a robust and effective Integrated Coastal Zone Management approach [see F37].</p> <p>Additional criteria to ensure that replacement dwellings and replacement caravans would not encroach any closer to the flood defences than the footprint of the current dwelling or the caravan's current plot respectively [see F21 and F37]</p>				<b>supporting text – paragraph 6.3.6/ additional criteria re replacement dwellings/ caravans.</b>	
119	19/04/24	<p>Policy LP18 – Design and Sustainable Development - Nationally Described Space Standards (NDSS) –</p> <p>Council to provide evidence of the need for internal space standards, including the analysis of dwellings that are not being built in accordance with the NDSS.</p> <p>If there is evidence to support the need for NDSS, consider whether there should be transitional period.</p> <p>Review whether NDSS in criterion "m" is required alongside Building for a Healthy Life standards in criterion "l".</p>	31/05/24		TBC	<b>Yes – subject to the outcome of review of evidence of need for NDSS .</b>	ACTION NOTE – Justification for use of NDSS in support of LP18.

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
120	19/04/24	<p>Policy LP18 – Design and Sustainable Development - Other issues – MMs to include the following as set out in F37 and Council’s HPS [H47]:</p> <p>References to the light pollution and dark skies/AONB in the supporting text at paragraph 6.4.24</p> <p>Changes to criteria f and g of Part 3, regarding ecological mitigation measures and water efficiency.</p> <p>Addition of key design principles to paragraph 6.4.1 of supporting text, previously set out in list of Additional Modifications.</p>	14/06/24		TBC	<b>Yes – clarify and revise LP18 and supporting text – paragraph 6.4.1; 6.4.24/ part 3 criteria f and g, regarding ecological mitigation measures/ water efficiency.</b>	
121	19/04/24	<p>Policy LP19 – Environmental Assets – Green Infrastructure, Landscape Character, Biodiversity and Geodiversity – MMs to include the following:</p> <p>Delete criterion 4 and include wording in supporting text to protect the value of soils and the best and most versatile agricultural land, as set out in Council’s HPS [H47].</p> <p>Amendments to criteria 1, 3 and 6 to ensure the policy refers to the mitigation hierarchy and requirements for biodiversity net gain, as set out in schedule of suggested MMs [F37], updated to reflect the mandatory requirement for 10% BNG in the Environment Act, which will apply to all future major development proposals.</p>	14/06/24		TBC	<b>Yes – clarify and revise LP19 and supporting text – paragraph 6.5.2; 6.4.24/ criteria 1,3 and 6 to clarify legal requirements – mitigation hierarchy; 10% Biodiversity Net Gain; cross reference LP22.</b>	ACTION NOTE – Council to provide a list of environmental asset designations for inclusion on Policies Map (including key elements of green infrastructure network)

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		<p>Changes to the supporting text in paragraph 6.5.2 to reference the Norfolk GI RAMS, as set out in the Council's HPS [H47].</p> <p>Add cross reference to Policy LP22 in criterion 19(7)(d), as set out in Council's HPS [H47].</p> <p>Council also agreed to provide a list of environmental asset designations to be put on the Policies Map, which should include the key elements of green infrastructure network within urban and rural areas where there is a policy that aims to protect them.</p>					
122	19/04/24	Policy LP20 – Historic Environment – Policy LP20 and supporting text to be replaced with new revised policy and supporting text on the Historic Environment as agreed with Historic England (HE) in Appendix 1 to HE Hearing Statement [H48] and Appendix 1 to Statement of Common Group with HE [F28b].	14/06/24		TBC	<b>Yes – MMs, as agreed in Historic England Statement of Common Ground [F48/ F28b]</b>	
123	19/04/24	Policy LP21 – Environment, Design and Amenity – Update reference to the national policy in the supporting text.	14/06/24		TBC	<b>Yes – MMs to refer to current national policy (NPPF) requirements</b>	
124	19/04/24	Policy LP22 – Provision of Open Space – Add cross references to Policy LP22 in Policies LP19(7)(d) and LP23(4), as set out in Council's HPS [H47].	14/06/24		TBC	<b>Yes – cross references to Policy LP22 in Policies LP19(7)(d) and LP23(4)</b>	Include changes to headings as Additional Modifications

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		Changes to headings are minor and therefore should be included in Additional Mods.					
125	19/04/24	<p>Policy LP23 – Green Infrastructure – Add cross reference to Policy LP22 in criterion 4, as per Council’s HPS [H47]. Amend criterion 3 to refer to high and medium priority projects in the GI Study and remove the specific projects listed, which may be subject to change, and add footnote to paragraph 6.9.4 to reference the GI study, as per Council’s HPS [H47].</p> <p>Amend paragraphs 6.9.6 and 6.9.11 of the supporting text and add a new paragraph after 6.9.12, in respect of the provision of SANGS, as set out in the Council’s HPS [H47] and in the suggested schedule of MMs [F37].</p>	14/06/24		TBC	<b>Yes – changes to LP23 criteria 3 and 4 and supporting text (paragraphs 6.9.4; 6.9.6; 6.9.11; 6.9.12), as described in Actions agreed</b>	
126	19/04/24	<p>Policy LP24 – Renewable Energy – MMs to include change to criterion (2)(a) to include reference to sites of international nature or landscape conservation importance, as set out in the Council’s HPS [H47] and in the suggested schedule of MMs [F37].</p> <p>Suggested change to the heading above paragraph 6.10.4, is a Minor or Additional Modification.</p>	14/06/24		TBC	<b>Yes – changes to LP24 criterion (2)(e), as described in Actions agreed</b>	Include changes to headings as Additional Modifications
127	19/04/24	Policy LP25 – Sites in Areas of Flood Risk – Agreed that changes to policy and supporting text set out in Council’s HPS [H47] and the Schedule of Suggested	14/06/24		TBC	<b>Yes – changes to LP24 criterion 4/ paragraph 6.11.4 and updated NPPF</b>	



No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
		<p>MMs and AMs should be included in the MMs, including the change to criterion 4 and additional paragraph in the supporting text after para 6.11.4.</p> <p>Also need to update references to NPPF to ensure they are consistent with the latest version or remove reference to specific paragraph numbers.</p>				<i>references as described in Actions agreed</i>	
128	19/04/24	Policy LP26 – Protection of Local Open Space – Change to heading to paragraph 6.12.4 should be treated as an Additional Modification.	14/06/24		TBC	<b>N/a</b>	
129	19/04/24	<p>Policy LP27 – Habitats Regulations Assessment – Agreed that changes to policy and supporting text set out in Council’s HPS [H47] and the Schedule of Suggested MMs should be included in the MMs, including the changes to criteria 1 and 6, the addition of a new criterion 7, reference to the issue of nutrient neutrality in the River Wensum catchment, and changes to paragraphs 6.13.2, 6.13.7, 6.13.9 and 6.13.10 of the supporting text, to ensure the policy is consistent with national policy and effective in respect of the requirements for mitigation and monitoring of the impacts of development in the integrity of European sites.</p> <p>Also agreed to remove reference to the exact GI RAMS tariff figure in criterion 2 as this may change in future.</p>	14/06/24		TBC	<b>Yes – changes to LP27 criteria 1, 2 and 6/ supporting paragraphs 6.13.2; 6.13.7; 6.13.9 and 6.13.10 as described in Actions agreed.</b>	

No	Day	Action/Homework	By when	Completed	Doc Ref	Main Modification (if applicable)	BCKLWN Notes
<b>Matter 7 – Community and Culture Policies</b>							
130	19/04/24	Policy LP36 – Community and Culture – Agreed that changes to policy and supporting text set out in Council’s HPS [H50] to ensure consistency with national policy in respect of the loss of cultural facilities, should be included in the MMs.  Also noted need to amend numbering of criteria as there are two criterion 3s.	14/06/24		TBC	<b>Yes – changes to LP36, to ensure consistency with national policy in respect of the loss of cultural facilities, as set out under Actions Agreed.</b>	Include changes to criteria numbering should be regarded as Additional Modifications
131	19/04/24	Policy LP37 – Community Facilities – Agreed that changes to criterion 2a of the policy as set out in Council’s HPS [H50], to ensure consistency with national policy, should be included in the MMs.	14/06/24		TBC	<b>Yes – changes to LP37 (criterion 2a) to ensure consistency with national policy, as set out under Actions Agreed.</b>	
<b>Matter 9 – Monitoring &amp; Delivery Framework</b>							
132	19/04/24	Chapter 16 - Monitoring Framework – Council agreed to review and revise the Monitoring Framework set out in their HPS [H49], to include proposed new and updated policies, indicators for the Strategic Objectives of the Plan, and provide targets for all indicators.	31/05/24		TBC	<b>Yes – revisions to Monitoring Framework (as set out in H47) – updated indicators for Strategic Objective/ targets for all indicators.</b>	ACTION NOTE – Planning Policy and Monitoring teams to produce note to updated Monitoring Framework note.