



NDP Appendices B, C, D, E, F and G

Local Consultation Draft - 31. March 2020

Foreword

These Appendices are part of the **Wooburn and Bourne End Parish Neighbourhood Development Plan (NDP)**, providing supporting information to it.

Note

Appendix A: Government guidance on Neighbourhood Planning and Referendum
and the

Inventory of Parish Amenities (IPA)

are separate documents... see under

<https://www.wooburnparish.gov.uk/latest-draft-ndp/>

Contents

Appendix	Subject	Page
	Foreword to Appendices	1
B	NDP Working Party Terms of reference and budget	2
C	Parish Statistics	3
D	Comparison of Community Led Plans, Actions and Recommendations	8
E	Parish Parking issues	10
F	List of NDP Policies	11
G	NDP Delivery and Monitoring Statement	17
	Glossary of Terms and Names	20

Appendix B

Neighbourhood Development Plan Working Party Terms of Reference

The formation of the Neighbourhood Development Plan Working Party was approved at the 28 May, 2019 Council Meeting.

This document sets out the Terms of Reference which reflect the previous year's Working Party's Terms of Reference and the current status of the NDP.

Terms of Reference

The Working Party seeks confirmation from the Parish Council of the following Terms of Reference:

- i. To act as the responsible party on behalf of Wooburn and Bourne End Parish Council (WBEPC) in the continued development of the Neighbourhood Development Plan (NDP) and the engagement of Wycombe District Council (WDC) to take the latest draft of the NDP forward to public consultation and then on to Independent Examination.
- ii. To negotiate necessary changes with WDC to the NDP to enable the draft NDP to go forward for public consultation
- iii. To allocate funds from and manage the agreed budget for the NDP and the responses to WDC on their draft Local Plan;
- iv. To appoint such consultants as the Working Party determine to assist the Working Party and the WBEPC in the development of the NDP and in the responses to WDC on their draft Local Plan;
- v. To report back to the WBEPC on a monthly basis on the development of the NDP.
- vi. To seek approval from the Parish Council for any material changes to the NDP following discussions with WDC.
- vii. To take into consideration all bioenvironmental issues.

Budget and source of funding

A budget of £25,000 was approved by the Council in the 28 June 2017 Council meeting.

The Working Party will review expenditure to date versus the budget and propose a revised budget for the next phase if necessary.

Appendix C: Parish Statistics

1. Human Population

The Parish is one of the higher density parts of Buckinghamshire, as shown in the 2011 Census Population Density map. --->

Census statistics for 2001 and 2011 show an increasing population density...

Wooburn & Bourne End 2001 2011 Increase

Population	10,184	10,500	3.10%
Households	4,489	4731	5.39%
Households per hectare	5.55	5.85	3.10%
Persons per hectare	12.59	12.98	5.39%

The majority of the population is crowded into the lower parts of the valleys of the rivers Wye and Thames, with the upper parts mainly green belt.

These valleys have an additional constraint on space for population growth...

- Substantial areas are subject to varying levels of flood risk, as shown in the Flood Risk map on the next page, with the experiences of residents in recent years confirming the reality.

2. Vehicle Population

The 2011 Census recorded **7,300 Cars or Vans** available across **4,731 households**, with distribution as shown in the chart below.

A total of **88.9% of households had access to a car or van**, with **49% having 2 or more**.

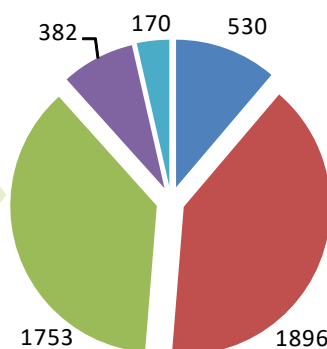
- This illustrates the high level of competition for space in the Parish, with the average vehicles per household estimated to have continued to increase since 2011, creating serious parking difficulties (and disputes) for inhabitants and businesses in multiple areas with little or no space available to improve their situations.

Census 2011 Population Density
Market Towns Focus Areas



Vehicle population in 2011, with numbers of vehicles available by household.

No vehicle available	530
1 vehicle	1896
2	1753
3	382
4 or more	170
Total Households	4731



Vehicles per household

- None
- 1
- 2
- 3
- 4 or more

Flood Risk map of the Wooburn & Bourne End Parish, provided by the *Flood-map-for-planning.service.gov.uk*



<https://flood-map-for-planning.service.gov.uk/confirm-location?easting=491180&northing=189271&placeOrPostcode=Wooburn%20green>

3. Situations of the Human Population

3.1. Gender and Accommodation

Of the **10,792** people in the Parish...

- **5,182** were male (48%)
- **5,610** were female (52%).

They lived...

- **10, 697 (99.1%)** in a household
- **95 (0.9%)** in a communal establishment

3.2. Economic activity

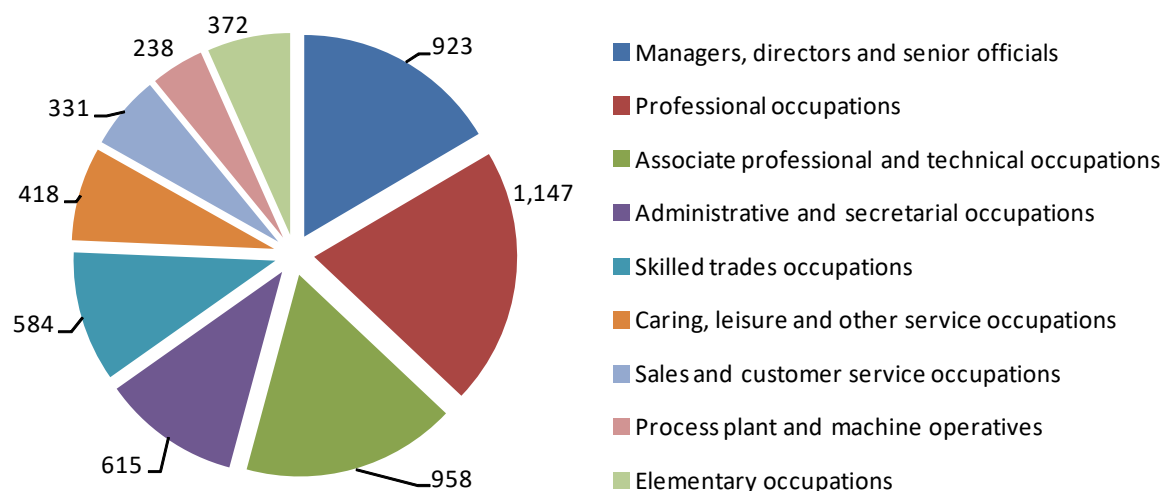
Of the **10,792** residents in the Parish, **7,882 (73%)** in the age range **16 to 74** were categorised in the "ONS Crown Copyright Reserved [from Nomis on 21 March 2019]" table below.

Category	Residents in Category	Percentage of total
All usual residents aged 16 to 74	7,882	100.0
Economically active	5,853	74.3
In employment	5,410	68.6
Employee: Part-time	951	12.1
Employee: Full-time	3,365	42.7
Self-employed	1,094	13.9
Unemployed	226	2.9
Full-time student	217	2.8
Economically Inactive	2,029	25.7
Retired	1,181	15.0
Student (including full-time students)	255	3.2
Looking after home or family	324	4.1
Long-term sick or disabled	147	1.9
Other	122	1.5
Unemployed: Age 16 to 24	38	0.5
Unemployed: Age 50 to 74	60	0.8
Unemployed: Never worked	25	0.3
Long-term unemployed	82	1.0

3.3. Occupations

Of the **10,792** residents in the Parish, **5,586 (51.8%)** were registered as employed, their occupations ranging across 9 categories as shown in the chart.

The Census provided no figures for how many worked outside the Parish. However a significant number commute, including to London, Slough, Heathrow, High Wycombe and other workplaces.



3.4. Industry Categories - overview

The 5,586 occupants registered as employed were engaged in 18 wide-ranging industries, with the three largest taking 37.7%...

1. "Wholesale & retail trade; repair of vehicles & motor cycles" 17.0%.
2. "Professional, scientific and technical activities" 10.6%.
3. "Information & Communication" 10.1%.

3.5. Household occupants - dependents

The 4,731 Households recorded in the 2011 Census included significant numbers with dependent occupants, as indicated in the table below...

Households with...		
No adults in employment	1377	29.1%
With no dependent children	108	2.3%
With dependent children	1269	26.8%
Dependent children: All ages	1284	27.1%
Age 0 to 4	506	10.7%
One person with long-term health problem or disability	968	20.5%
With dependent children	153	3.2%
No dependent children	815	17.2%

Substantial responsibilities for care exist as further indicated in the Health charts below.

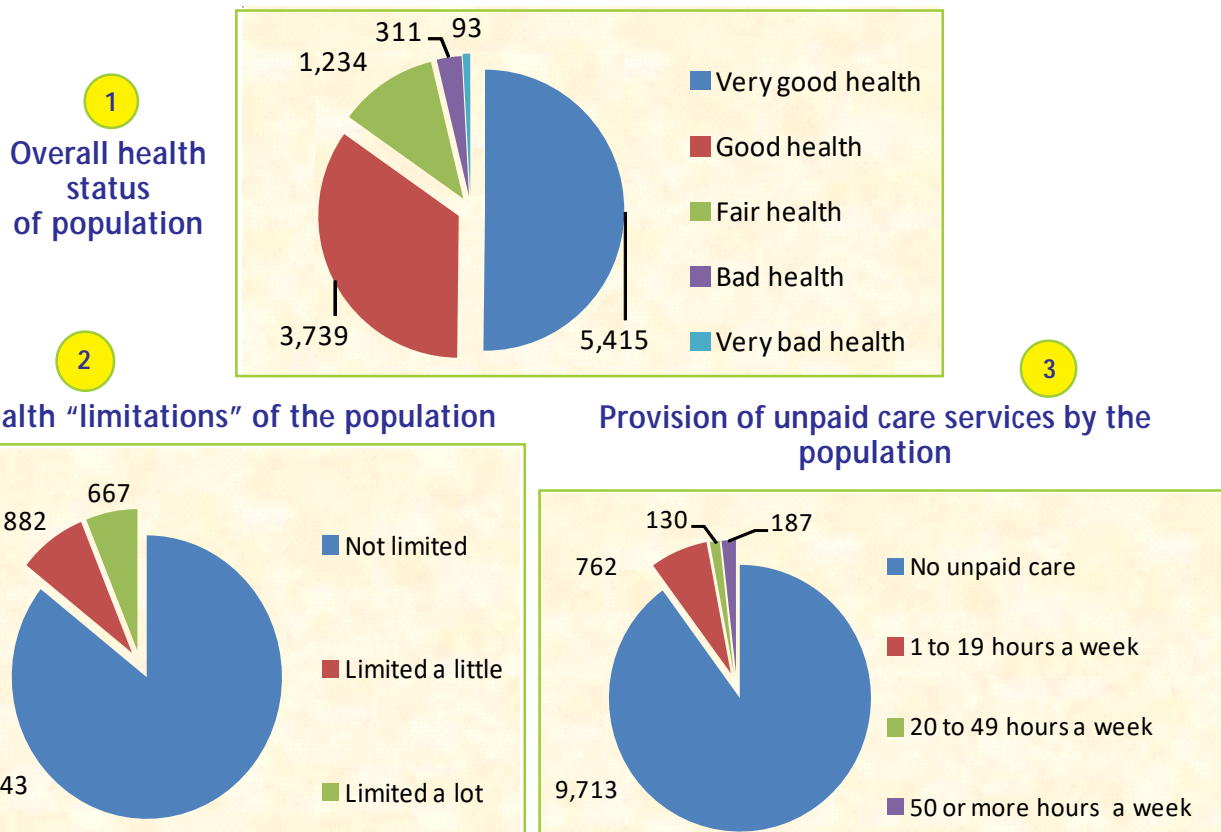
3.6. Health of the population

In 2011, of the 10,792 residents, 5,415 (51.8%) were in very good health, with 34.6% in good health, as shown in Chart 1.

Chart 2. highlights the 14.6% of residents with some health "limitations".

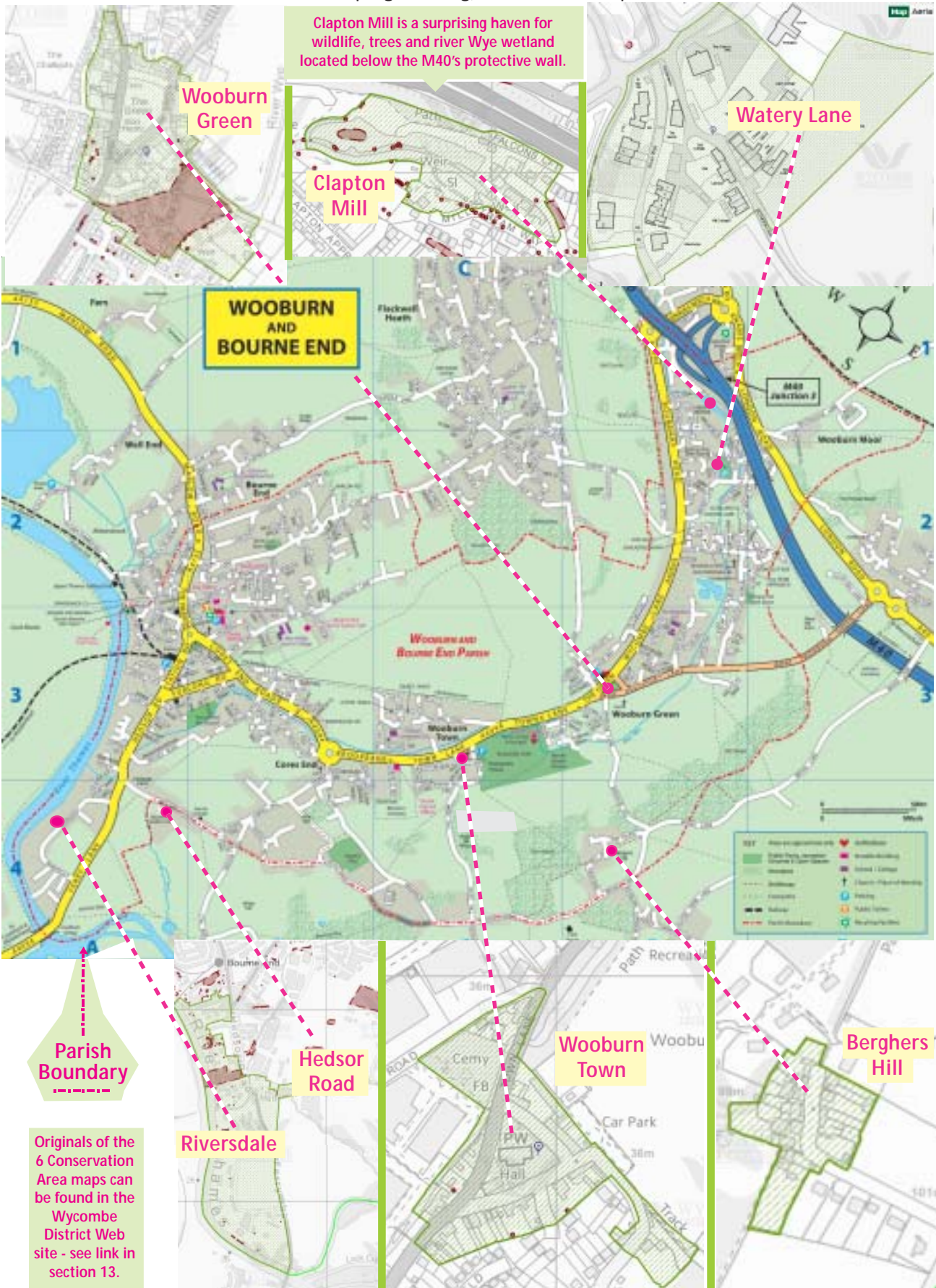
Chart 3. shows the involvement of residents in providing unpaid care services to those in need.

- Of the 10,792 residents, 90% were recorded as not providing unpaid care services.



4. Conservation Areas

Six Conservation Areas are widely distributed within the Parish boundaries, as shown in the map below. They add to the quality of the Parish environment, but present another limit on space available for developing housing, offices and car parks.



Appendix D

Comparison of Community Led Plans actions and recommendations

Wooburn and Bourne End completed Community led plans in June 2014 and November 2012 respectively. The following summarises the recommendations of each community as stated in their plan. The plans have objectives which have a high degree of overlap and common themes.

Neither plan prioritised actions or recommendations.

Table comparing the two Community Plan Recommendations/Actions

Bourne End Community Plan (BECP)	Wooburn Community Plan (WCP)
Transport (BECP 1)	Transport and Parking (WCP 1)
1.1. Improve bus and railway timetables (BECP 1.1.1)	1.1. Review possibility of shuttle bus service to Beaconsfield (WCP 1.1)
1.2. Improve bus access to Marlow(BECP1. 1.2)	1.2. Make representations to BCC to improve road maintenance and road safety around the Green and Pedestrian crossings(WCP 1.2)
1.3. Review with authorities all aspects of traffic to find solutions to reduce volumes of vehicles using the village as a thoroughfare(BECP 1.1.3)	1.3. Enforce Parking restrictions and speed limits (WCP 1.3)
1.4. Recommend there should be free one hour parking in Wakeman Road car park(BECP 1.1.4)	1.4. Dialogue with Schools to improve Parking (WCP 1.4)
1.5. Clarify the law on weight restrictions on Cookham Bridge and have it policed(BECP 1.1.5)	
1.6. Discuss with Sustrans recommendation to promote safe cycle paths throughout Bourne End and to neighbouring villages(BECP 1.1.6)	
Community (BECP 2)	Community(WCP 2)
2.1. Work with local clubs and organisations to improve community spirit through local initiatives (none specified) (BECP 2.1.)	2.1. Investigate provision of more facilities for young and elderly(WCP 2.1)
2.2. Support Wye Valley Volunteers(BECP 2.2)	2.2. Set up Good Neighbours Group(WCP 2.2)
2.3. Explore possibility of evening classes(BECP 2.3)	2.3. Open dialogue with Wooburn Club to see to what extent their facilities could be used by the wider community(WCP 2.3)
2.4. Ensure local facilities (specifically those paid for by the Village and lottery money, such as library and day care centre) are not withdrawn (BECP 2.4)	
Retail and Economy (BECP 3)	Economy (WCP 3)
3.1. Protect and maintain diverse range of shops (BECP 3.1)	3.1. Monitor planning applications to ensure existing retail/office space utilized before further development and limit multiples taking commercial space(WCP 3.1)
3.2. Encourage improvement in appearance of the Village including the Parade – facelift suggested(BECP 3.2)	3.2. Encourage more local business and investigate introduction of Farmer’s market(WCP 3.2)
3.3. The Community should work together with the business community to preserve and enhance the retail and business structure which are fundamental to the fabric of the Village (BECP 3.3)	

Appendix D (continued)

Policing (BCEP 4)	Policing (WCP 4)
4.1. Concern over Police presence (lack of) and feeling that crimes not followed up (BCEP 4.1)	4.1. Discuss concerns about anti-social behaviour and enforcement of speed limits(WCP 4.1)
4.2. Decide on whether CCTV should be installed and how funded (BCEP 4.2)	4.2. Review load restrictions and the requirements of local businesses and discuss re-routing HGV's away from the Green(WCP 4.2)
4.3. Enforcement of current parking restrictions (BCEP 4.3)	
4.4. Explore possibility of Community run Police Office (BCEP 4.4)	
4.5. Ensure elderly residents have support (BCEP 4.5)	
Environment, Housing and Development (BCEP 5)	Environment, Housing and Development (WCP 5)
5.1. Create a Neighbourhood Plan (BCEP 5.1)	5.1. Work with Parish and District councils to use existing housing stock before developing new housing and provide housing, which meets the needs of local people(WCP 5.1)
5.2. Support Slate Meadow as an Open space (BCEP 5.2)	5.2. Preserve open spaces to prevent urban sprawl and to enable villages such as Wooburn and Bourne End to keep their identities(WCP 5.2)
5.3. Improve frequency and quality of grass cutting (BCEP 5.3)	5.3. Consider impact on already congested roads and local services such as doctor's surgeries and schools(WCP 5.3)
5.4. Educate public on their responsibilities for hedges and trees (BCEP 5.4)	5.4. Support BE Residents Assoc and work with Parish Council to preserve Slate Meadow as a nature reserve and public open space (WCP 5.4)
5.5. Initiate anti-litter and anti-dog fouling campaigns (BCEP 5.5)	5.5. Support local group implementing cycle path(WCP 5.5)
5.6. Produce local maps for walkers (BCEP 5.6)	5.6. Liaise with BCC to improve frequency of grass and hedge cutting(WCP 5.6)
5.7. Provide more cycle paths (BCEP 5.7)	5.7. Promote anti-dog fouling campaigns and liaise with Parish council to provide more litter bins(WCP 5.7)
5.8. Promote walking to schools campaigns (BCEP 5.8)	5.8. Initiate anti-litter campaign and mobilise volunteers to litter pick(WCP 5.8)
5.9. Recommend to BCC safety improvements to the footpaths on Cores End Road near the bridge (BCEP 5.9)	5.9. Investigate feasibility of fencing off the play area in Wooburn Park(WCP 5.9)
5.10	5.10. Liaise with Schools to promote walking to School and anti-litter campaigns(WCP 5.10)
5.11	5.11. Work with local conservation groups and the Parish council to improve provisions for wildlife and maintenance of river banks(WCP 5.11)

Appendix E: Examples of Wooburn Green & Bourne End Parking issues

The photos below illustrate a few of the difficulties residents and businesses in the Parish experience daily as a result of space limitations and previous generations' planning when cars were not commonplace. See more at...

Neighbourhood Development Plan - section 10.1.4. POLICY WBE/HF5 PARKING



Cores End Road near brow of hill and opposite junction with Furlong Road



Parking on pavements in a narrow residential street



Parking on verge at Cores End Road junction with Furlong Road



Dangerous parking on corner of Claytons Meadow/Hedsor Road



Parking on pavements on A4094



Buses queuing outside Bourne End Station



Parking on green area in Blind Lane

Parking on pavement at Bourne End Parade



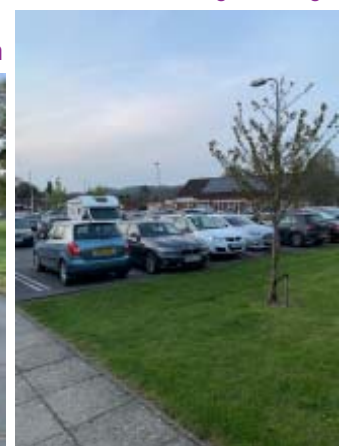
Parking on pavement on Furlong Road



Parking on Cherwell Green



Wakeman Road car park often full including evenings



NDP Appendix F: List of Policies

Planning Policies: NDP pages 14 to 24

WBE/PD1 PROTECTING THE GREEN BELT

Under no circumstances will further land from the Green Belt be released for development, whether or not Hollands Farm is developed. In addition, any future Green Belt review by the Unitary Authority of land in the Neighbourhood area will not be permitted without written approval of Wooburn and Bourne End Parish Council.

Objective: Prevent further coalescence of the settlements of Wooburn Green, Wooburn Town and Bourne End.

WBE/PD2 MAINTAIN SEPARATION BETWEEN SETTLEMENTS IN WOOBURN AND BOURNE END PARISH

Specifically no development should be allowed in the following areas:

1. The green space between Wooburn Green and Wooburn Town in the area known as Town Fields opposite Wooburn Park.
2. The green space between Wooburn Town and Bourne End (at Cores End) in Slate Meadow in the green space that will form the boundary of the Slate Meadow site with Cores End
3. The preservation of the Village Green at Slate Meadow
4. The preservation of a riverside green corridor at least 10 metres wide at the Slate Meadow site in accordance with the Development Brief
5. The creation of buffer areas to maintain a degree of separation between the Hollands Farm development and the communities of Hawks Hill, Hedsor Road and Millboard Road per WDLP paragraph 5.4.20 and Development Brief discussions.

These must be set out in the Development Brief for Hollands Farm to preserve these areas for the future and once development commences not to permit development of any kind in these areas.

WBE/PD3 GOOD QUALITY DESIGN

Development proposals will be required to:

- Respect established building lines and arrangements of front gardens, walls, railings and use of green hedging and / or trees for highway boundaries, where such features are important to the character and appearance of the streetscape / area
- Respect established plot widths within streets where development is proposed, particularly where they establish a rhythm to the architecture in a street
- Make a positive contribution to the character and sense of place of Wooburn and Bourne End's built environment and landscape, the appropriateness of its height, layout, scale, massing and through the use of good quality locally appropriate materials
- Parking provision must comply with this Neighbourhood Development Plan policy or with the Buckinghamshire County Council's parking guidance whichever minimum requirement is higher
- Provide sustainable drainage and porous / permeable surfacing for driveways

Objective: Make a positive contribution to the character and sense of place of Wooburn and Bourne End's built environment and landscape.

WBE/PD4 RESIDENTIAL INFILL, CONVERSION OF OFFICES TO RESIDENTIAL PROPERTIES AND BACKLAND DEVELOPMENT

Planning permission for infill, conversion of offices to residential properties and backland sites within the Neighbourhood Development Plan designated area (the Parish of Wooburn and Bourne End) will be permitted subject to the following criteria:

- Density - proposals that would lead to over-development of a site or the appearance of cramming will be resisted. It should be demonstrated that development is of a similar density to properties in the immediate surrounding area.
- Developments with in-curtilage (see [Glossary](#)) parking must comply with Table 8 of the **Government's Planning Portal guidance** (see Section 6.1. POLICY WBE/PD6).
- Plot width - plots must be of sufficient width to allow a building(s) to be sited with adequate separation between dwellings. The width of the remaining and the new plot should be similar to that prevailing in the immediate area.

NDP Appendix F: List of Policies (continued)

WBE/PD4 continued...

- Building line - where the prevailing depth of existing dwellings is a feature of the area new development should **follow** that building line.
- Visual separation - new dwellings must have similar spacing between buildings to that commonly found on the street frontage. Where houses are terraced the new development should normally adjoin the adjacent property(s).
- Building height - new buildings should reflect the height of original, existing buildings. Where existing buildings are of a uniform height, new buildings should respect that height.
- Daylight and sunlight - new buildings should not adversely affect neighbouring properties by seriously reducing the amount of daylight available through windows. Blocking direct sunlight from reaching neighbouring properties can cause overshadowing and is not acceptable.
- Development must not **unacceptably** reduce the level of private amenity space provision for existing residential properties.
- Development should not adversely affect the significant heritage assets, including the special interest, character and appearance of the Conservation Area(s).

This policy also applies to applications for two or more properties on a site previously occupied by a single property.

Objective: To ensure that infill, conversion and backland development respects and reflects the character of the area similar in footprint, separation, scale, bulk and height to those of the buildings in the surrounding area generally and of neighbouring properties in particular, and the existing street scene; and that safe and attractive residential layouts with green amenities are promoted.

WBE/PD5 HERITAGE ASSETS

Development proposals within the Conservation Areas must demonstrate that they have fully considered the significance of the heritage assets within the designated area and have included appropriate measures to conserve **and enhance** those assets, based on their significance.

Proposals within the setting of heritage assets must demonstrate that they will not affect the setting of the heritage assets, based on their significance. Planning permission will not be granted for development that would result in the loss of either listed buildings or of the following Buildings or Structures of Character.

The Grade II listed buildings in the Wooburn and Bourne End Parish are included in the **Inventory of Parish Amenities (IPA)** - Section 5 with photos and location maps.

Objective: To ensure that all developments, whether infill development or extensions, are sympathetic to the existing heritage within the Conservation Areas and the topography of the Parish and that developments address adverse impacts of development as much as possible.

WBE/PD6 PARKING STANDARDS FOR ALL NEW DEVELOPMENTS

This NDP requires that planning applications must meet the requirements of BCC’s latest Parking Guidance for **Zone C** using **“Table 6. Residential car parking standards (up to 10 dwellings),** a copy of this table extracted below (see in NDP), which **must apply to all developments regardless of size.**

WBE/PD7 REPLACEMENT OR CONVERSION OF GARAGES TO LIVING SPACE

Planning applications for garages to be converted to living space or knocked down to be replaced with extensions for living space, **must not** result in cars previously parked on the concerned property having to park on-street. A review of the impact of such changes to a property must become a test in planning applications such that design and layout of the conversion and/or extension must ensure sufficient in-curtilage parking for the application to be approved.

Objective: There is a lack of parking spaces throughout the Parish and therefore any planning application **must** consider the impact on parking and minimise the loss of on street parking spaces.

NDP Appendix F: List of Policies (continued)

WBE/PD8 DROPPED KERBS IN WOOBURN AND BOURNE END PARISH

Planning applications for dropped kerbs must ensure that there is no net loss of off street and on street parking, so that each on-street car parking space is replaced by at least one in-curtilage parking space on the property applying for permission to drop a kerb. Dropped kerbs must not be longer than 2 metres (approximately one vehicle's) width.

Objective: There is a lack of parking spaces throughout the Parish and therefore any planning application **must** consider the impact on parking and should minimise the loss of on street parking spaces.

WBE/PD9 ELECTRIC VEHICLE CHARGE POINTS - NEW DEVELOPMENTS

All new housing developments within the Parish that have allocated on street parking spaces should provide an electric vehicle charging point for multiple users.

Objective: To ensure that new developments consider the need to provide electric charging points in developments where there is designated on street parking.

WBE/PD10 FLOODING AND DRAINAGE

While NPPF provides guidance on an exception test that is informed by a strategic or site specific flood risk assessment, there will be a general presumption against development for any site in flood risk zone 2 or 3. (see map in Appendix C.)

Any planning application that has a site that has any part of the site in flood risk zone 2 or 3 must:

- conform with the guidelines of the National Planning Policy Framework
- must include a sequential test, and a flood risk assessment
- incorporate Sustainable Drainage Systems (SUDS)
- demonstrate how the development conforms with the NPPF and this policy.

Objective: The aim of this policy is to ensure that development does not occur on sites in flood risk zones 2 or 3 (see Map in Appendix M) and to avoid increasing flood risk or cause that risk to migrate elsewhere as a result of a development.

WBE/PD11 ACCESS AND LAYOUT OF NEW INFRASTRUCTURE DEVELOPMENTS

New non residential developments such as (but not limited to) Schools, Medical facilities, new shops or commercial or industrial premises **must** as a condition of planning approval ensure adequate ingress and egress for the site and sufficient parking for staff, customers, and deliveries.

Ideally layouts for large sites will incorporate a one way ingress/egress system and drop off zones if required.

Planning applications must provide an explanation of expected peak vehicle movements and a layout drawing of how traffic and parking will be managed consistent with the anticipated use.

Objective: Ensure that new infrastructure developments not only give due consideration to vehicle movements but that they also ensure that sufficient parking and safe ingress and egress are incorporated into the site layout.

NDP Appendix F: List of Policies(continued)

Amenities and Community facilities policies: pages 28 to 30

WBE/E1 ENVIRONMENTAL AND BIODIVERSITY POLICY FOR WOOBURN AND BOURNE END PARISH

We are committed to identifying and complying with all legal and other relevant requirements relating to the environmental impacts of our operations and to the prevention of pollution through the adoption of appropriate controls. We will aim to:

- Continually assess our organisational activities and the impact they have and identify opportunities to minimise these negative impacts
- Monitor and minimise our carbon emissions related to energy use
- Minimise waste through careful and efficient use of materials, promoting reuse and recycling and by encouraging parishioners to reduce waste
- Procure products derived from sustainable resources where possible and favour the use of local suppliers
- Embed environmental and ethical considerations into the day to day operation of the Parish Council and decision making
- Educate employees and parishioners in good environmental practice
- Promote and protect biodiversity in the Parish

Objective: Minimise the Parish Council's environmental impact, enhance and protect biodiversity in the Parish.

WBE/A1 SAFEGUARDING COMMUNITY FACILITIES AND PUBLIC HOUSES

Community Facilities listed in the [Inventory of Parish Amenities \(IPA\)](#) must be protected for the future of the Parish. There is a general presumption that the Unitary Authority's Planning Department will not allow these facilities to be granted a change of use without the prior agreement of the Parish Council. The following are identified and shown in Location Maps in the IPA...

- Community Facilities C1 to C12 in the Parish see... IPA Section 3
- The 7 Pubs and Wooburn Club with photos see... IPA Section 4

Objective: Safeguard our community facilities.

WBE/A2 SUPPORT OF COMMUNITY FACILITIES

The Parish Council will consider any applications from organisations in the Parish or serving the Parish to utilise Parish Council Community Infrastructure Levy (CIL) funds or other resources upon application, subject to Parish Council rules, availability and existing Parish Council priorities.

Objective: There are many organisations that serve the Parish that improve and enhance the quality of life of residents. The Parish Council strongly believes that such organisations should be supported and that the Parish Council should utilise its resources when practical for the benefit of the community.

WBE/A3 DESIGNATED LOCAL GREEN SPACES

The local green spaces identified in the Audit and Assessment process, as set out in [Table D](#) of the [Inventory of Parish Amenities \[IPA\]](#) shall be Designated Local Green Spaces with all the protection that affords.

Objective: Protect Local Green Spaces and Green Infrastructure from development or incorporation into residential gardens.

WBE/A4 SAFEGUARDING GREEN SPACES

The Parish has many Open/Green Spaces that are part of the landscape and character of the Villages providing visual benefit, recreational value and natural habitats for wildlife that it wishes to protect and safeguard. The Parish Council shall explore legal and other remedies to protect such Green Spaces wherever it believes these to be threatened.

Objective: Protect Local Green Spaces and Green Infrastructure from development or incorporation into residential gardens.

WBE/A5 SAFEGUARDING THE WDLP DESIGNATED GREEN SPACES IN WOOBURN GREEN AND BOURNE END AGAINST FUTURE CHANGES BY THE UNITARY AUTHORITY

Table A of the Inventory of Parish Amenities (IPA) lists the Local Green Spaces Nos. **1-42**, designated by Wycombe District Council Local Plan and Delivery Site Allocation Plan. In the event that any of these designated Green Spaces is omitted from a revised Local plan by the Unitary Authority or other Authority for whatsoever reason, the Local Green Space in question shall automatically become a designated Local Green Space in this Neighbourhood Plan.

Objective: Future proof this NDP to ensure that all the Local Green Spaces that have been identified are protected for its duration.

NDP Appendix F: List of Policies (continued)

Site and Area specific policies: pages 34 to 39

WBE/HF1 DEVELOPMENT BRIEF FOR HOLLANDS FARM

This Neighbourhood Development Plan requires that should Hollands Farm be released from greenbelt that a Development Brief is produced in consultation with local stakeholders, including the Parish Council that will take account of the additional Policies set out below.

WBE/HF2 PEDESTRIAN AND BICYCLE ACCESS TO THE STATION

Creation of a cycle track and footpath along the shortest practical route, from the development to the Railway Station should be a condition of the Development Brief.

Objective: Create a cycle track and footpath to the Railways Station that residents of Hollands Farm will use in preference to driving and drop off or parking at the Railway station.

WBE/HF3 SHOPS/CONVENIENCE STORE

The Hollands Farm Development Brief must make provision for a limited number of shops or a convenience store.

Objective: Provide for a convenience store for residents so as to avoid traffic and parking congestion associated with driving to the parade for daily necessities.

WBE/HF4 PROTECT HILLSIDE OF HOLLANDS FARM

The Development Brief must not allow development up the hillsides to be consistent with Local Plan Policy BE2.1.

Objective: Protect the visual aspects of the hillsides of Hollands Farm by concentrating development below the hillsides.

WBE/HF5 PARKING

The parking policies set out in Policies: WBE/PD6 to WBE/PD9 must be a condition of any planning application for this site and must be incorporated in any Development Brief for this site.

Objective: Ensure good access and free flowing traffic through the site particularly in event a link road is established and prevent parking on pavements.

WBE/HF6 BUS SERVICE AND ROUTES ON NEW LINK ROAD

To ensure the free flow of traffic along the length of Link Road the Hollands Farm Development Brief must incorporate the following conditions:

1. That the road width is sufficiently wide along the length of the Link Road and at either end of the new Link Road at Princes Road and at Hedsor Road, so that two buses can pass each other
2. A Bus Lay-by is incorporated for each Bus stop on each side of the road to ensure traffic flow is unimpeded through the Development.

Objective: Ensure safe and free flowing traffic along the link road.

WBE/HF7 OPEN SPACE

The Parish Council wish to create more Open Space for the benefit of Bourne End residents and welcomes the intent of the Local Plan policy BE2.3.

Should the Hollands Farm development be approved, a condition of the Development Brief must be that no building takes place up the Hillside per **NDP Policy WBE/HF4 - Protect hillside of Hollands Farm, and that the undeveloped area becomes Open Space for public use.**

Objective: Ensure any development of the Hollands Farm site results the creation of Open space for public use.

NDP Appendix F: List of Policies (continued)

WBE/HH1 PRESERVING THE CHARACTER OF HAWKS HILL AND HARVEST HILL AREA

Policy for Hawks Hill and Harvest Hill

- 1) Development in the Hawks Hill/Harvest Hill area will not be permitted where it would:
 - a) introduce an urban character to the area through its design, density, layout or location;
 - b) necessitate highway improvements which would damage or destroy features which contribute to the landscape characteristics of the area.
- 2) Proposals should provide for individually designed buildings set in their own substantial grounds in an informal layout commensurate with the semirural character of the area. Landscaping details should reflect the semirural nature of the surroundings and should include indigenous species.
- 3) Infill or the sub-division of existing plots will not be permitted where this would result in urban forms out of character with the surrounding area

Objective: Preserve the character of Harvest Hill/Hawks Hill area.

WBE/SM1 IMPLEMENTATION OF SLATE MEADOW DEVELOPMENT BRIEF

Wooburn and Bourne End Parish Council expects all aspects of the development of Slate Meadow to adhere to the adopted Development Brief created for the site by Wycombe District Council in consultation with local residents (the Liaison Group) and the site developers. **In particular (although not limited to), the Parish Council believes that adherence to the details contained within sections 4.2 Development Framework, 4.3 Green Infrastructure and 4.5 Scale: Height and Density is vital to deliver a development that reflects both residents' and planning requirements.**

Objective: Ensure key issues identified during the consultation process and in the Development Brief are addressed as a condition of planning consent.

WBE/SM2 SLATE MEADOW SITE ENTRANCE

The Developer must work with appropriate stakeholders to identify and implement mitigations that address the safety issues related to traffic flow between the Slate Meadow site, Stratford Drive residents and pedestrian school children crossing Stratford Drive to get to St Paul's School.

Explanation and objective: Mitigate the **safety risks** associated with traffic entering and leaving the site.

WBE/SM3 UPGRADE THE ACCESS TO AND FROM STRATFORD DRIVE AND BROOKBANK TO SIGNAL CONTROLLED TRAFFIC LIGHTS

Install intelligent traffic lights, a box junction and upgrade pedestrian crossing as a condition of planning consent for the Slate Meadow development.

Objective: Improve road and pedestrian safety at an important junction through traffic light signals.

WBE/SM4 IMPLEMENT A CLEARWAY (DOUBLE RED LINES) ON A4094 BETWEEN CORES END ROUNDABOUT AND WOOBURN TOWN

Objective: Deter parking or school drop off on a busy main road.

WBE/SM5 SLATE MEADOW CYCLE PATH

Ensure that a safe crossing for cyclists to connect the bridleway/footpath/old railway line from Slate Meadow, where it meets the footpath at the corner of Furlong Road and Cores End Road, is implemented to encourage cycling to/from the Slate Meadow development to the Railway Station.

Objective: Encourage cycling to/from the Slate Meadow development to the Railway Station.

Wooburn and Bourne End Neighbourhood Development Plan Plan period 2013 to 2033

Appendix G: Delivery and Monitoring

This document forms part of the Neighbourhood Plan and should be read in conjunction with it. Therefore monitoring of the effectiveness of all the Plan policies, including those relating to this Inventory of Parish Amenities and the Neighbourhood Plan's objectives is covered in section 12 of the Neighbourhood Plan.

It applies for the whole of the Neighbourhood Plan period, that is up until 2033, or Neighbourhood Plan update.

Objective	Policy	Delivery mechanism
Protect the distinct character of our villages and to maintain the separation between them.	WBE/PD2 MAINTAIN SEPARATION BETWEEN SETTLEMENTS IN WOOBURN AND BOURNE END PARISH WBE/PD3 GOOD QUALITY DESIGN WBE/PD4 RESIDENTIAL INFILL, CONVERSION OF OFFICES TO RESIDENTIAL PROPERTIES AND BACKLAND DEVELOPMENT WBE/PD5 HERITAGE ASSETS.	Prevent further coalescence of the settlements of Wooburn Green, Wooburn Town and Bourne End, through: Enforcement by Wycombe District Council or Unitary Authority of a) Slate Meadow Development Brief and b) by refusal of planning applications in any of the remaining green spaces between Wooburn Green and Wooburn Town Ensure that infill development and extensions conversion of offices to residential properties and backland development are sympathetic to the existing heritage within the Conservation Areas and the topography of the Parish and that developments address adverse impacts of development by review of planning applications and engagement with Wycombe District Council or Unitary Authority to seek agreement with the Planning Authority on conditions that would make the planning application acceptable.
Protect landscapes and extend our open spaces for recreation and community well-being.	WBE/PD1 PROTECTING THE GREEN BELT WBE/PD2 MAINTAIN SEPARATION BETWEEN SETTLEMENTS IN WOOBURN AND BOURNE END PARISH WBE/A3 - DESIGNATED LOCAL GREEN SPACES WBE/A4 - SAFEGUARDING GREEN SPACES WBE/HF1 - DEVELOPMENT BRIEF FOR HOLLANDS FARM WBE/SM1 IMPLEMENTATION OF SLATE MEADOW DEVELOPMENT BRIEF WBE/HH1 PRESERVING THE CHARACTER OF HAWKS HILL AND HARVEST HILL AREA	Review of planning applications and engagement with Wycombe District Council or Unitary Authority to ensure Policies applied appropriately.

Wooburn and Bourne End Neighbourhood Development Plan Plan period 2013 to 2033

Appendix G: Delivery and Monitoring - Page 2

Objective	Policy	Delivery mechanism
Support sympathetic and sustainable development which will enhance the area and offer housing, social and economic opportunities for current and future generations within our historic environment.	WBE/PD6 PARKING SPACES IN NEW DEVELOPMENTS OR CONVERTED BUSINESS PREMISES IN WOOBURN AND BOURNE END PARISH WBE/PD7 REPLACEMENT OR CONVERSION OF GARAGES TO LIVING SPACE WBE/PD8 DROPPED KERBS IN WOOBURN AND BOURNE END PARISH WBE/PD9 ELECTRIC VEHICLE CHARGE POINTS - NEW DEVELOPMENTS WBE/PD10 FLOODING AND DRAINAGE WBE/PD11 ACCESS AND LAYOUT OF NEW INFRASTRUCTURE DEVELOPMENTS WBE/HF1 - DEVELOPMENT BRIEF FOR HOLLANDS FARM WBE/HH1 - PRESERVING THE CHARACTER OF HAWKS HILL AND HARVEST HILL AREA WBE/SM1 - IMPLEMENTATION OF SLATE MEADOW DEVELOPMENT BRIEF WBE/SM5 - SLATE MEADOW CYCLE PATH	Review of planning applications and engagement with Wycombe District Council or Unitary Authority to ensure Policies applied appropriately
Promote amenities that support the economic health of the Green, the Parade and local businesses that are the heartbeat of our villages.	WBE/A1 SAFEGUARDING COMMUNITY FACILITIES AND PUBLIC HOUSES WBE/A2 SUPPORT OF COMMUNITY FACILITIES WBE/A3 - DESIGNATED GREEN SPACES WBE/A4 - SAFEGUARDING GREEN SPACES WBE/A5 - FUTURE PROOFING THE NEIGHBOURHOOD PLAN	Review of planning applications and engagement with Wycombe District Council or Unitary Authority to ensure Policies applied appropriately

Glossary of Terms and Names

Note: The accuracy of the Web site **URLs** in the Glossary depends on the owners not changing their content or address, as can happen quite often. URLs are correct at the time of publication.

(Some URLs are in small type to be on a single line as required for accurate connection to their sites. Clicking on the URLs can produce slightly different results dependent on the Web Browser being used.)

AONB	Area of Outstanding Natural Beauty... for definition see... https://www.gov.uk/guidance/areas-of-outstanding-natural-beauty-aonbs-designation-and-management
BCC	Buckinghamshire County Council...see... https://www.buckscc.gov.uk/
Bourne End Residents	See also Community Led Plans - Bourne End - below. https://bourneendcommunitycentre.org.uk/
Chiltern Rangers	works with communities to provide practical habitat management in Bucks and the wider Chilterns. It manages 13 nature reserves for WDC and helps a range of conservation and local authority partners with habitat management in their woodlands, chalk grassland, commons, ponds and chalk streams. See... https://chilternrangers.co.uk/
CIL	Community Infrastructure Levy ... for explanation see... https://www.gov.uk/guidance/community-infrastructure-levy
CLP	Community Led Plan... for definition see... https://www.gov.uk/government/publications/community-led-regeneration-toolkit
Community Led Plans	Bourne End... see... https://www.wooburnparish.gov.uk/assets/documents/community-led-plan-for-bourne Wooburn... see... https://www.wooburnparish.gov.uk/assets/documents/the-wooburns-foov-june-2014
Curtilage	The area, usually enclosed, encompassing the grounds and buildings immediately surrounding a home that is used in the daily activities of domestic life. A garage, barn, smokehouse, chicken house, and garden are curtilage if their locations are reasonably near to the home.
Development Briefs	Documents prepared in advance of an application for a large, often complex, development. To view the explanation see... https://www.wycombe.gov.uk/pages/Planning-and-building-control/Major-projects-and-reserve-sites/Explaining-development-briefs.aspx
Future of Our Village	Wooburn Community Led Plan ... see http://wooburnresidents.org/images/CMS_images/Wooburn_Full_CLP.pdf
Independent Examiner	Checks legal validity of Development Plans, including our draft NDP... see section 2.4.2. and... https://www.gov.uk/guidance/neighbourhood-planning--2#the-independent-examination
LEAP	Definition of playgrounds (see also NEAP). LEAPs are to be designed and laid out specifically for children who are beginning to go out and play independently and has a minimum activity zone of 400m ² . https://www.softsurfaces.co.uk/blog/lap-leap-neap-play-area/
Local Area Forum (LAF)	The role of LAFs (Aylesbury area) and Local Community Partnerships (Wycombe area) has been to strengthen local democratic accountability by empowering locally elected councillors to take decisions, shape and influence service delivery and Council priorities. Membership includes County, District and Parish Councillors and representatives from the Police, Health Authority and other organisations. Under the new Unitary Council the LAFs are superseded by Community Boards. https://democracy.buckscc.gov.uk/mgCommitteeDetails.aspx?ID=635
KBEG	Keep Bourne End Green... a Charity ... for details see... http://www.keepbourneendgreen.org/
NEAP	Definition of playgrounds (see also LEAP). NEAPs are to be designed and laid out specifically for older children and have a minimum activity area of 1000m ² , https://www.softsurfaces.co.uk/blog/lap-leap-neap-play-area/

Glossary (continued)

NLP	New Local Plan - another name for the WDLP, see below.
NPPF	National Planning Policy Framework... for details see... https://www.gov.uk/government/publications/national-planning-policy-framework--2
ONS Crown Copyright	Office for National Statistics... see... https://www.ons.gov.uk/
Qualifying Body	See “Who leads neighbourhood planning in an area?” in... https://www.gov.uk/guidance/neighbourhood-planning--2#what-is-neighbourhood-planning
Referendum	For details of an NDP referendum see... https://www.gov.uk/guidance/neighbourhood-planning--2#the-neighbourhood-planning-referendum
SA	Sustainability Appraisal ... for details see... https://www.gov.uk/guidance/strategic-environmental-assessment-and-sustainability-appraisal
SEA	Strategic Environmental Assessment... for details see... https://www.gov.uk/search/all?keywords=Strategic+Environmental+Assessment&order=relevance
Settlement Tiers	A government definition of the characteristics of areas. The WDLP, approved by WDC on 29. August 2019, categorises the areas for which Wycombe is responsible. In particular... <i>Wycombe District Settlement Hierarchy - Tier 2 (Market Towns and Other Major Settlements): Marlow; Princes Risborough (including Monks Risborough and Whiteleaf); Bourne End/ Wooburn (including Well End, Cores End and Abbotsbrook).</i> For details see WDLP Policy CP3 - Settlement Strategy - para. 4.22. https://www.wycombe.gov.uk/uploads/public/documents/Planning/New-local-plan/Reg-19-Publication-Local-Plan/Wycombe-District-Local-Plan-Publication-Version.pdf
SSSI	Site of Special Scientific Interest - a conservation designation denoting a protected area in the United Kingdom and Isle of Man... see... https://www.woodlandtrust.org.uk/blog/2019/03/ssi-definition/
Stakeholder	A person with an interest or concern in something, in this case, the future welfare of Wooburn and Bourne End Parish.
SurveyMonkey	Operates opinion surveys... see... www.SurveyMonkey.co.uk
SUSTRANS	“We're the charity that's making it easier for people to walk and cycle” It organised the path from Bourne End Station to the Thames... see... https://www.sustrans.org.uk/
Tests - Flood zones	For full explanations of Sequential and Exception Tests in flood zones see... https://www.gov.uk/guidance/flood-risk-assessment-the-sequential-test-for-applicants
TfB	Transport for Buckinghamshire ... for details of its coverage see... https://www.buckscc.gov.uk/services/transport-and-roads/policies/what-tfb-maintains/
Toolkit	Defines how a Neighbourhood Plan can address green space and green infrastructure to provide the evidence required for local green space designation and policies on green space. https://neighbourhoodplanning.org/toolkits-and-guidance/making-local-green-space-designations-neighbourhood-plan/
Unitary Council	The 5 District Councils in Buckinghamshire will become one... see... https://www.buckscc.gov.uk/services/council-and-democracy/our-plans/unitary/
Vision Workshop Note	https://www.wooburnparish.gov.uk/assets/documents/ndp-vision-note-jan-2018
WDC	Wycombe District Council... scheduled to become part of the Bucks Unitary Council... see above.
Windrush House	https://redkitehousing.org.uk/all-about-us/our-developments/windrush-house

Glossary (continued)

WDLP

Wycombe District Council's Local Plan which was approved by WDC on 29. August 2019, thus becoming a legal document.

Wooburn Residents

See WRA...

WRA

Wooburn Residents Association ...

<http://www.wooburnresidents.org/>

Wye Valley Volunteers

... is a registered charity which serves the area of Bourne End, The Wooburns, Flackwell Heath and Little Marlow. It runs various services, designed to help those in need in the community, including home visiting, community transport and a number of activities to encourage social contact for those less mobile and perhaps more isolated. It is run entirely by volunteers. See...

<http://www.wyevalleyvolunteers.org.uk/>

