

CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

COUNCIL MEETING 1st September 2015

GENERAL CORRESPONDENCE

FROM	SUBJECT
Chris Williamson – Cambourne FC	Application for Financial Assistance
Cambourne Community Information Sessions	Application for Financial Assistance
Caroline Hunt – Planning Policy Manager, South Cams District Council	Email Regarding Local Plan Examination – Letter from inspectors



CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

APPLICATION FOR FINANCIAL ASSISTANCE

<p>1 Name of Organisation:</p> <p>Cambourne FC</p>
<p>2 Name, address and telephone number of correspondent (and office held):</p> <p>Chris Williamson Club Secretary Cambourne FC 35 Bullrush Lane Great Cambourne Cambridgeshire CB23 6BG</p> <p>Tel: 07900 674558</p>
<p>3 What are the objectives of your organisation?</p> <p>Provision of football to the young people of Cambourne and surrounding districts</p>
<p>4 Is membership/support open to any resident of Cambourne, regardless of sex, age, ethnic origin, religion, disability or sexual orientation? If not, please give reason:</p> <p>Yes</p>
<p>5 Amount of grant applied for £400</p>
<p>6 Purpose for which the money will be used. Please explain clearly and simply the reason for your request. (a separate sheet can be used if required)</p> <p>The money will be used exclusively to set up girls' football within Cambourne over the next 12 months. The money will go towards buying equipment such as goals, footballs as well as pitch fees and coach training. A separate bank account is being set up to ensure that any money received for girls' football is ringfenced for that</p>

purpose.
<p>7 Have you applied for grant aid to any other organisation (including local authorities)? If so, to whom (please give details of the decision on your application): (a separate sheet can be used if required)</p> <p>Football Foundation. The grant has been approved and will be paid in instalments over the next 3 years.</p>
<p>8 Is there anything else you wish the Parish Council to take into account when considering this application? (a separate sheet can be used if required)</p>
<p>9 Please ensure that you have attached up to date examined accounts in support of this application.</p> <p>Yes</p>
<p>10 Bank Details If Grant approved can be paid directly.</p> <p>Bank Name: Santander</p> <p>Account Number:</p> <p>Sort Code:</p> <p>Account Name:</p>

Supporting Documents to be supplied with this Application.

- Constitution
- Committee Membership
- Financial Information

Cambridgeshire Football Association Limited
Statement of Account
Income and Expenditure Statement

Cambourne Football Club
Season 2014 / 2015

Description	Income (£)	Expenditure (£)	Remarks
Income			
Membership Fees	£8,556.82		
Soccer School	£503.00		
Grant Income	-£58.00		
Fines Repaid	£0.00		
Sponsorship/Donations	£2,451.76		
Entertainment	£0.00		
Awards Evening	£2,021.56		
Fund Raising	£877.05		including quiz night, bag-packing
Player Contribution to Insurance	£0.00		
Deposit A/C Interest	£2.91		
Miscellaneous	£0.00		including Gift Aid income
Total Income for Period	£14,355.10		
Expenditure			
Cambs FA Affiliation Fees		£438.00	Mini League & Hunts. FA Affiliation costs and Colts League costs need confirming
Cambs FA Insurance		£245.20	
Ground/Changing Room Hire Costs		£5,245.85	Pitch, MUGA & Changing rooms - to investigate why so much higher than budget and last year
FA Coaching Costs		£430.00	
FA Course Costs		£621.83	Level 1 (2 being carried out over the summer), SCW, First Aid, CWO
Fines and Costs		£295.55	to investigate and speak with worst offenders
CRB's		£50.00	
Referees Fees/Expenses		£470.00	
Entertainment / Fund Raising Costs		£340.00	Quiznight, bag-packing
Award Evening Costs		£1,946.61	Trophies, Go-Karts, S&SC, Inflatables, Face Painting, Food, BBQ - lower than expected due to saving on cost of trophies from prior year
Kit Wash/Replacement		£2,011.70	U14's. All other kits paid for by Double Tree, S2, EA
General Admin/ Postage etc.		£273.48	
Equipment		£3,425.15	Goals, Balls, Bibs, Cones
Miscellaneous		£35.67	Refunds and bank charges
Total Expenditure for Period		£15,829.04	

BALANCE OF FUNDS	
Opening (unadjusted) cash balance brought forward	£4,138.63
less/addback accrued expenses brought forward	£500.00
Total Income	£14,355.10
Sub-Total	£18,993.73
Expenditure	-£15,829.04
less/addback accrued expenses carried forward	£0.00
Closing cash balance carried forward	£3,164.69

Signed :

Ramez Mohabaty

Position in Club : Treasurer

Date :

30th June 2015

2014/15 Budget

2013/14 Actual

Description	Income (£)			Income (£)		
Income						
Membership Fees	£10,531.50	-£1,975	-19%	£7,729.00	£828	11%
Soccer School	£500.00	£3	1%	£497.90	£5	1%
Grant Income	£500.00	-£558	-112%	£3,165.00	-£3,223	-102%
Fines Repaid	£0.00	£0	0%	£60.00	-£60	-100%
Sponsorship/Donations	£3,000.00	-£548	-18%	£2,882.00	-£430	-15%
Entertainment	£0.00	£0	0%	£192.00	-£192	-100%
Awards Evening	£250.00	£1,772	709%	£97.50	£1,924	1973%
Fund Raising	£1,000.00	-£123	-12%	£391.05	£486	124%
Player Contribution to Insurance	£0.00	£0	0%	£0.00	£0	0%
Deposit A/C Interest	£20.00	-£17	-85%	£7.48	-£5	-61%
Miscellaneous	£0.00	£0	0%	£0.00	£0	0%
Total Income for Period	£15,801.50	-£1,446	-9%	£15,021.93	-£667	-4%
Expenditure						
Cambs FA Affiliation Fees	£400.00	£38	10%	£31.00	£407	1313%
Cambs FA Insurance	£120.00	£125	104%	£39.00	£206	529%
Ground/Changing Room Hire Costs	£4,500.00	£746	17%	£5,725.41	-£480	-8%
FA Coaching Costs	£400.00	£30	8%	£380.00	£50	13%
FA Course Costs	£650.00	-£28	-4%	£665.00	-£43	-6%
Fines and Costs	£150.00	£146	97%	£285.00	£11	4%
CRB's	£100.00	-£50	-50%	£80.00	£130	-163%
Referees Fees/Expenses	£300.00	£170	57%	£266.00	£204	77%
Entertainment / Fund Raising Costs	£500.00	-£160	-32%	£155.10	£185	119%
Award Evening Costs	£1,500.00	£447	30%	£323.15	£1,623	502%
Kit Wash/Replacement	£3,000.00	-£988	-33%	£4,212.30	-£2,201	-52%
General Admin/ Postage etc.	£75.00	£198	265%	£106.66	£167	156%
Equipment	£3,500.00	-£75	-2%	£4,160.51	-£735	-18%
Miscellaneous	£100.00	-£64	-64%	£176.46	-£141	-80%
Total Expenditure for Period	£15,295.00	£534	3%	£16,445.59	-£617	-4%

BALANCE OF FUNDS	
Opening (unadjusted) cash balance b/f	£4,138.63
less/addback accrued expenses b/f	£500.00
Total Income	£15,801.50
Sub-Total	£20,440.13
Expenditure	-£15,295.00
less/addback accrued expenses c/f	£0.00
Closing cash balance c/f	£5,145.13

BALANCE OF FUNDS	
Opening (adjusted) balance b/f	£6,062.29
less/add accrued expenses b/f	n/a
Total Income	£15,021.93
Sub-Total	£21,084.22
Expenditure	-£16,445.59
less/add accrued expenses c/f	-£500.00
Closing Cash Balance c/f	£4,138.63

Opening (adjusted) balance b/f	£6,062.29
less/add accrued expenses b/f	n/a
Total Income	£15,021.93
Sub-Total	£21,084.22
Expenditure	-£16,445.59
less/add accrued expenses c/f	-£500.00
Closing Cash Balance c/f	£4,138.63



Cambourne FC Committee 2015 – 2016



Dear Parents/Carers,

As we embark on a new season, the Club's current Committee would like to reintroduce themselves to you.

There are six members of the Committee. Their names, roles and contact details are as follows:

Barrie Wilkinson	Chairman	Barrie.Wilkinson@jic.ac.uk
Simon Dowe	Vice-Chairman	simondowe@yahoo.co.uk
Chris Williamson	Secretary	cambournefc@gmail.com
Ramez Mohabaty	Treasurer	cambournefc.treasurer@gmail.com
Mark Mossop	Child Welfare Officer	markmossop@hotmail.co.uk
Martine Smith	Media & Sponsorship	cambournefc.media@gmail.com

It should be noted that, after your team's manager/coach, your main contact with the Club should be through the Secretary. However, all members of the Committee welcome any queries specific to their roles.

We all hope you enjoyed Trophy Day and we look forward to seeing you at the various events that we are arranging this season.

Yours faithfully

Chris Williamson

Secretary
Cambourne FC

FA Charter Standard – CASC-Compliant Club Constitution & Rules

1. NAME

The Club shall be called Cambourne Football Club (the “Club”).

2. OBJECTS

The Objects of the Club are to provide facilities for, and to promote community participation in, the amateur sport of Association Football in Cambourne and surrounding districts; and to arrange matches and social activities for its members in the same.

3. STATUS OF RULES

This Constitution and Rules (the “Club Rules”) form a binding agreement between each member of the Club.

4. RULES AND REGULATIONS

(a) The members of the Club shall so exercise their rights, powers and duties and shall, where appropriate, use their best endeavours to ensure that others conduct themselves so that the business and affairs of the Club are carried out in accordance with the Rules and Regulation of The Football Association Limited (“The FA”), the County Football Association to which the Club is affiliated (“Parent County Association”) and Competitions in which the Club participates, for the time being in force.

(b) No alteration to the Club Rules shall be effective without written approval by the Parent County Association. The FA and the Parent County Association reserve the right to approve any proposed changes to the Club Rules.

(c) The Club will also abide by The FA’s Safeguarding Children Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy as shall be in place from time to time.

5. CLUB MEMBERSHIP

(a) The members of the Club from time to time shall be those persons listed in the register of members (the “Membership Register”) which shall be maintained by the Club Secretary.

(b) Membership of the Club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However limitation of membership according to available facilities is allowable on a non-discriminatory basis.

(c) The Club may have different classes of membership on a non-discriminatory and fair basis.

(d) Members under the age of 18 shall be represented by one parent or guardian (the “Representative”). All Club Rules and other Club policies and procedures which may be in effect from time to time are applicable equally to members and Representatives alike.

(e) The Club Management Committee may refuse membership only for good cause such as conduct or character likely to bring the sport or Club into disrepute. Appeal against refusal may be made to members via the Club Management Committee.

(f) Any person who wishes to become a member must apply on the Membership Application Form and deliver it to the Club. Membership shall become effective upon an applicant's name being entered in the Membership Register.

(g) In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership Register.

(h) The FA and Parent County Association shall be given access to the Membership Register on demand.

6. ANNUAL MEMBERSHIP FEE

(a) An annual fee payable by each member shall be determined from time to time by the Club Management Committee and set at a level that will not pose a significant obstacle to community participation. Any fee shall be payable on a successful application for membership and annually by each member. Fees shall only be repayable at the discretion of the Club Officers.

(b) The Club Management Committee shall have the authority to levy further subscriptions from the members as are reasonably necessary to fulfil the objects of the Club.

7. RESIGNATION AND EXPULSION

(a) A member shall cease to be a member of the Club if, and from the date on which, he/she gives notice to the Club Management Committee of his/her resignation. A member whose annual membership fee or further subscription is more than three (3) months in arrears shall be deemed to have resigned.

(b) The Club Management Committee shall have the power to remove a member from membership only for good cause such as conduct or character likely to bring the Club or sport into disrepute. An appeal against such a decision may be made to the members via the Club Management Committee in accordance with the Complaints Procedure in force from time to time.

(c) A member who resigns or is expelled shall not be entitled to claim any, or a share of any, of the income and assets of the Club (the "Club Property").

8. CLUB MANAGEMENT COMMITTEE

(a) The Club Management Committee shall consist of the Club Officers (Chairperson, Vice Chairperson, Treasurer, Secretary and Child Welfare Officer) and up to five (5) other members, all elected at an Annual General Meeting ("AGM").

(b) Each Club Officer and Club Management Committee member shall hold office from the date of appointment until the next AGM unless otherwise resolved at an Extraordinary General Meeting ("EGM"). One person may hold no more than two (2) positions of Club Officer at any time. The Club Management Committee shall be responsible for the management of all the affairs of the Club. Decisions of the Club Management Committee shall be made by a simple majority of those attending the Club Management Committee meeting. The Chairperson of the Club Management Committee meeting shall have a casting vote in the event of a tie. Meetings of the Club Management Committee shall be chaired by the Chairman or in their absence the Secretary. The quorum for the transaction of the business of the Club Management Committee shall be three (3).

(c) Decisions of the Club Management Committee shall be entered into the Minute Book of the Club to be maintained by the Club Secretary.

(d) Any member of the Club Management Committee may call a meeting of the Club Management Committee by giving not less than seven days' notice to all members of the Club Management Committee. The Club Management Committee shall hold not less than four (4) meetings per year.

(e) An outgoing member of the Club Management Committee may be re-elected. Any vacancy on the Club Management Committee which arises between AGMs shall be filled by a member proposed by one (1) and seconded by another one (1) of the remaining Club Management Committee members and approved by simple majority of the remaining Club Management Committee members.

(f) Save as provided for in the Rules and Regulations of The FA, the Parent County Association and any applicable Competition, the Club Management Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules.

(g) The position of a Club Officer shall be vacated if such a person is subject to a decision of The FA that such person be suspended from holding office or from taking part in any football activity relating to the administration or management of a football club.

9. ANNUAL AND EXTRAORDINARY GENERAL MEETINGS

(a) An AGM shall be held in each year to:

- (i) receive a report of the activities of the Club over the previous year;
- (ii) receive a report of the Club's finances over the previous year;
- (iii) elect members of the Club Management Committee; and
- (iv) consider any other business.

(b) Nominations for election of members as Club Officers or as members of the Club Management Committee shall be made in writing by the proposer and seconder, both of whom must be existing members of the Club, to the Club Secretary not less than 21 days before the AGM. Notice of any resolution to be proposed at the AGM shall be given in writing to the Club Secretary not less than 21 days before the Meeting.

(c) An EGM may be called at any time by the Club Management Committee and shall be called within 21 days of the receipt by the Club Secretary of a requisition in writing, signed by not less than five members, stating the purposes for which the Meeting is required and the resolutions proposed. Business at an EGM may be any business that may be transacted at an AGM.

(d) The Secretary shall send, or arrange to be sent, via a durable medium to each member at their last known address written notice of the date of a General Meeting (whether an AGM or an EGM) together with the resolutions to be proposed at least 14 days before the meeting.

(e) The quorum for a General Meeting shall be four (4).

(f) The Chairperson, or in their absence a member selected by the Club Management Committee, shall take the chair. Each member present shall have one vote and resolutions shall be passed by a simple majority. In the event of an equality of votes, the Chairperson of the Meeting shall have a casting vote.

(g) The Club Secretary, or in their absence a member of the Club Management Committee, shall enter the Minutes of General Meetings into the Minute Book of the Club.

10. CLUB TEAMS

At its first meeting following each AGM, the Club Management Committee shall appoint a Club member to be responsible for each of the Club's football teams. The appointed members shall be responsible for managing the affairs of the team. The appointed members shall present to the Club Management Committee at its last meeting prior to an AGM a written report of the activities of the team.

11. CLUB FINANCES

(a) A bank account shall be opened and maintained in the name of the Club (the "Club Account"). Designated account signatories shall be the Club Chairperson, the Club Secretary and the Club Treasurer. No sum above £2,000 shall be drawn from the Club Account except by cheque signed by two of the three designated signatories. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.

(b) The Club Property shall be applied only in furtherance of the objects of the Club. All surplus income or profits are to be reinvested in the Club. If the Club has any income, profits, gains or other funds which the Club Management Committee considers not to be needed to meet the Club's short term needs for providing facilities and participation then the Treasurer may deposit or invest those funds after taking appropriate professional advice. The Treasurer will report back to members at least annually on the performance of any such investments and review the Club's investments in the light of its financial needs for providing facilities and participation.

(c) No surplus income, profits or assets shall be distributed to members or third parties.

(d) The Club Management Committee shall have the power to authorise the payment of remuneration and expenses to any member of the Club (although a Club shall not remunerate a member for playing) and to any other person or persons for services rendered to the Club.

(e) The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away match expenses, post-match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Corporation Tax Act 2010 and Finance Act 2010.

(f) The Club may also in connection with the sports purposes of the Club:

- (i) sell and supply food, drink and related sports clothing and equipment;
- (ii) employ members (although not for playing) and remunerate them for providing goods and services, on fair terms set by the Club Management Committee without the person concerned being present;
- (iii) pay for reasonable hospitality for visiting teams and guests; and
- (iv) indemnify the Club Management Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).

(g) The Club shall keep accounting records for recording the fact and nature of all payments and receipts so as to disclose, with reasonable accuracy, at any time, the financial position, including the assets and liabilities of the Club. The Club must retain its accounting records for a minimum of six (6) years.

(h) The Club shall prepare an annual "Financial Statement" in such format as shall be available from The FA from time to time. The Financial Statement shall be verified by an independent, appropriately qualified accountant and shall be approved by members at a General Meeting. A copy of any Financial Statement shall, on demand, be forwarded to The FA.

(i) The Club Property, other than the Club Account, shall be vested in not less than two (2) and not more than four (4) custodians, one of whom shall be the Treasurer (the "Custodians"), who shall deal with the Club Property as directed by decisions of the Club Management Committee, and entry in the Minute Book shall be conclusive evidence of such a decision.

(j) The Custodians shall be appointed by the Club in a General Meeting and shall hold office until death or resignation unless removed by a resolution passed at a General Meeting.

(k) On their removal or resignation, a Custodian shall execute a Conveyance in such form as is published by The FA from time to time to a newly elected Custodian or the existing Custodians as directed by the Club Management Committee. The Club shall, on request, make a copy of any Conveyance available to The FA. On the death of a Custodian, any Club Property vested in them shall vest automatically in the surviving Custodians. If there is only one surviving Custodian, an EGM shall be convened as soon as possible to appoint another Custodian.

(l) The Custodians shall be entitled to an indemnity out of the Club Property for all expenses and other liabilities reasonably incurred by them in carrying out their duties.

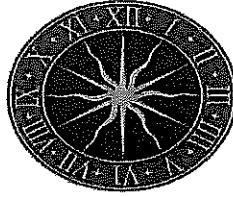
12. DISSOLUTION

(a) A resolution to dissolve the Club shall only be proposed at a General Meeting and shall be carried by the majority of at least three-quarters of the members present.

(b) The dissolution shall take effect from the date of the resolution and the members of the Club Management Committee shall be responsible for the winding up of the assets and liabilities of the Club.

(c) Upon dissolution of the Club any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be given or transferred to another registered community amateur sports club, a registered charity or the FA for use by them in related community sports.

AGENDA ITEM No. 22



CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

APPLICATION FOR FINANCIAL ASSISTANCE

1 Name of Organisation: CAMBOURNE COMMUNITY INFORMATION SESSIONS
2 Name, address and telephone number of correspondent (and office held): RUTH BETSON, 11 MOSQUITO ROAD, UPPER CAMBOURNE, CB23 6FJ 07821104541 ORGANISER
3 What are the objectives of your organisation? TIME & PLACE FOR RESIDENTS TO COME GET INFORMATION AND ASK QUESTIONS ABOUT CAMBOURNE IN AN INFORMAL ATMOSPHERE
4 Is membership/support open to any resident of Cambourne, regardless of sex, age, ethnic origin, religion, disability or sexual orientation? If not, please give reason: YES
5 Amount of grant applied for £200
6 Purpose for which the money will be used. Please explain clearly and simply the reason for your request. (a separate sheet can be used if required) BANNERS TO CREATE AWARENESS OF AND GET ATTENDANCE TO THE INFORMATION SESSIONS
7 Have you applied for grant aid to any other organisation (including local

authorities)? If so, to whom (please give details of the decision on your application): (a separate sheet can be used if required)

NO

8 Is there anything else you wish the Parish Council to take into account when considering this application? (a separate sheet can be used if required)

NO

9 Please ensure that you have attached up to date examined accounts in support of this application.

Yes / NO

If no please explain why not.

THIS IS NOT AN ORGANISATION OR COMMITTEE

10 Bank Details If Grant approved can be paid directly.

Bank Name: HSBC

Account Number

Sort Code:

Account Name:

Supporting Documents to be supplied with this Application.

Constitution

Committee Membership

Financial Information

AGENDA ITEM No. 22

Liz Pinchen

From: LDF <LDF.LDF@scambs.gov.uk>
Sent: 30 July 2015 15:54
To: LDF
Subject: Local Plan Examination - Letter from Inspectors
Attachments: Inspectors Response to Councils 28.07.15.pdf; Untitled attachment 00326.txt; Untitled attachment 00329.htm

Dear Parish Council

As you are aware, the Inspectors examining the Cambridge and South Cambridgeshire Local Plans issued a letter on 20 May outlining some preliminary conclusions and further work required to support the plans. The Councils responded to this letter on 30 June 2015, proposing suspending the examination process until February 2016 to allow further work to be undertaken. We have now received a response from the Inspectors, which is attached to this email.

The Inspectors have recognised that the Councils are taking a positive approach to addressing the concerns they have raised, which related to the approach taken to the assessment of the Green Belt, objectively assessed needs, and alternative development strategy options as part of the sustainability appraisal. They make the point that while it is difficult to comment on the level of detail required as part of this work, they consider that the scope of the work proposed provides a sound rationale for suspending the examinations and moving forward, and they have now formally suspended the examinations until March 2016.

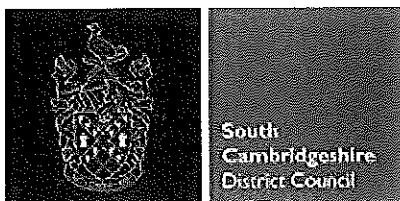
The Council's website will be updated to reflect this <https://www.scambs.gov.uk/local-plan-examination>. In the meantime, the Councils will continue to proceed with the specific work that is required to address the Inspectors' concerns ahead of further public consultation between November and December 2015.

Please do not hesitate to contact me should you have any questions.

Kind regards

Caroline Hunt

Caroline Hunt | Planning Policy Manager



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www.scambs.gov.uk | [facebook.com/south-cambridgeshire](https://www.facebook.com/south-cambridgeshire) | twitter.com/SouthCambs

AGENDA ITEM No. 22

LOCAL PLAN EXAMINATIONS CAMBRIDGE CITY and SOUTH CAMBRIDGESHIRE

INSPECTOR: Laura Graham BSc MA MRTPI
ASSISTANT INSPECTOR: Alan Wood MSc FRICS
PROGRAMME OFFICER: Gloria Alexander
Tel: 07803 202578

email: programme.officer@cambridge.gov.uk / programme.officer@scambs.gov.uk

Our Ref: CCC/SCDC/Insp/Prelim2
Your Ref:

28 July 2015

Mrs S Saunders
Planning Policy Manager
Cambridge City Council

Mrs C Hunt
Planning Policy Manager
South Cambridgeshire District Council

Dear Mrs Saunders and Mrs Hunt

Cambridge City Local Plan Examination and South Cambridgeshire District Local Plan Examination

Thank you for your letters dated 30 June 2015. Turning to the specific points you raise:

Level of detail in the evidence base

It is difficult for us to comment on the level of detail that may be required, but there are two key questions that need to be addressed. Firstly, there is a requirement that all reasonable options should be assessed at the same level of detail through the sustainability appraisal. Secondly, the evidence base needs to demonstrate that the chosen options can be delivered in accordance with the expected timetable.

The level of detail required is likely to be dependent on the nature of the proposal. Taking the example of the A428 segregated bus link, an offline route may require a greater level of detailed information to demonstrate that it can be delivered because of the potential problems involved in land assembly, as compared to an online route, although much will depend on the particular circumstances of the case.

In any event, we would urge as much transparency as possible with regard to the evidence presented. It became apparent at some of the hearing sessions that not all participants were aware of the scope of information that may have been available, for example in relation to transport modelling. Clear audit trails and signposts to where the underlying data can be found should enable stakeholders and representors to understand what is available and where it can be found.

Other Modifications

We agree that any wider modifications arising from the work undertaken should be addressed as part of this process. We also draw your attention to the recent Ministerial Written Statement (WMS) regarding onshore wind turbines. The expectation of the WMS

is that any future wind energy development must be in an area identified as suitable for wind energy in a local or neighbourhood plan. On the face of it this has implications for Policy CC/2 of the South Cambridgeshire Local Plan and Policy 29 of the Cambridge City Local Plan. The Councils should therefore draft modifications to ensure the Plans conform with the WMS. The Councils could consider whether they wish to identify areas suitable for wind development as part of the work being undertaken during the suspension of the examinations and propose amendments to the policies and policies map accordingly. Alternatively, the options would appear to be as follows:

- Amend the criteria-based policies to make it clear they do not apply to proposals for wind turbines, which will be considered against the WMS. If you consider it appropriate, the Plans could also be modified to indicate that wind turbines will be considered in a subsequent review of the Plan or a single issue DPD; or
- Add to the existing criteria the additional WMS test indicating that a wind turbine must be in an area identified as suitable for wind energy and fully address the planning impacts identified by local communities. This would mean the plan would include the up-to-date policy and support any future part of the development plan (including neighbourhood plans) that identifies suitable areas. The rationale should be provided in the supporting text to avoid a situation where a Plan requires wind turbines to be in identified areas but does not identify such areas.

Whichever option is chosen, you may consider it appropriate to undertake sustainability appraisal and public consultation to any proposed main modifications to these policies alongside that undertaken on other proposed modifications which arise as a result of other work undertaken during the suspension.

Next steps

We have no comment to make on the timetable you set out. We appreciate that there is a substantial amount of work to be done, and look forward to receiving updates on progress via Ms Alexander. In general terms, we expect the examinations to resume with any hearing sessions that may be necessary on joint topics such as housing numbers and housing land supply, which may need to be revisited in the light of new evidence. We would then expect to continue with topics relating to the Cambridge City Plan and finally topics specific to the South Cambridgeshire Plan.

During the autumn we will endeavour to provide an outline programme together with matters and issues, so far as possible before the work you are undertaking has been completed. With Ms Alexander's help, we will endeavour to be in a position to publish a full programme as soon as possible after February 2016. To expedite matters we are currently considering whether it would be possible to progress the CIL examinations whilst the Local Plan examinations are suspended. We have not yet come to a view on the feasibility of this but would welcome any views you may have, for example whether you would be able to resource the CIL examinations whilst undertaking work on the Local Plans.

Joint Housing Trajectory

We did not comment on this issue in our letter because any questions regarding five year housing land supply are inextricably linked to the objectively assessed need and housing requirement. As further work on the objectively assessed need for housing is being undertaken during the suspension, we do not think it would be possible to issue a partial report, even if public consultation were undertaken on the modifications you have proposed to date.

Gypsy and Traveller Accommodation Needs Assessment (GTANA)

We agree that a review of the GTANA 2011, which predates current advice, would be beneficial. Given that this work will need to involve other local authorities, as well as representatives of the Gypsy and Traveller communities, we understand that a slightly longer timetable may be necessary. However, a robust evidence base which complies with current guidance may well avoid further delays at a later stage in the Examinations.

Conclusions

We recognise that the Councils have taken a positive approach to addressing the concerns set out in our letter of 20 May 2015. We consider that the scope of what you propose provides a sound rationale for the suspension of the examinations but, for obvious reasons, we cannot comment on the potential outcome of the work. The Local Plan examinations are hereby formally suspended until March 2016. We look forward to receiving progress updates from the Councils which should be published on the websites.

For the avoidance of any doubt, we are not inviting any comments or other submissions from representors during the suspension of the examinations and any such unsolicited correspondence will be returned.

Laura Graham
Alan Wood

Inspectors