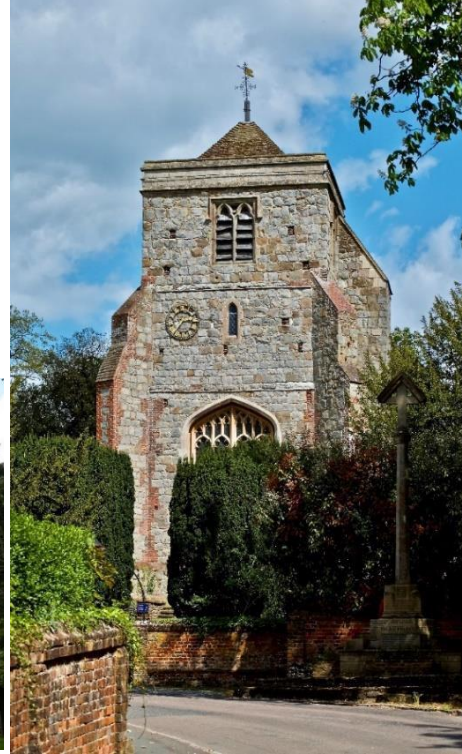


# Puttenham Neighbourhood Plan

2016 – 2033

Adopted Version



Puttenham Parish Council

May 2021

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## **1. Foreword**

1.1 The Puttenham Neighbourhood Plan covers the period from 2016 to 2033. The Localism Act (2011) and the related Neighbourhood Planning Regulations (2012) have allowed local communities to have more control over the development of their areas by undertaking Neighbourhood Planning. The civil parish of Puttenham was designated as a Neighbourhood Area by Guildford Borough Council on 3 December 2014. This empowered Puttenham Parish Council to lead the production of a Neighbourhood Plan with the support of, and input from, the residents of the Parish.

1.2 Puttenham Parish Council appointed a Neighbourhood Plan Steering Group to prepare a plan that would deliver the long-term goal of a balanced and vibrant neighbourhood, while maintaining the structure of the Village and the rural nature of the Parish. The Group held its first meeting in June 2015. Since then, various consultation events and questionnaires have been undertaken to gather the views of local residents and other stakeholders including local businesses. The feedback gathered has helped shape this Neighbourhood Plan.

Mike Blundell Jones

Chairman, Neighbourhood Plan Steering Group

## 2. Background

### Neighbourhood Planning

2.1 The Localism Act of 2011 introduced neighbourhood planning which gives communities the right to have a direct say over their future development at a local level by producing a Neighbourhood Plan. The Neighbourhood Plan (General) Regulations 2012 (as amended) set the framework against which a Neighbourhood Plan must work within.

2.2 Whilst the Parish Council are the 'Qualifying Body' which have the responsibility of preparing a Neighbourhood Plan, local residents and stakeholders have a vital role in influencing a Neighbourhood Plan which must ultimately be decided upon at a local referendum following an examination process.

### Preparing the Neighbourhood Plan

2.3 Guildford Borough Council designated the parish of Puttenham as a Neighbourhood Area on 3 December 2014 following an application by the Parish Council.

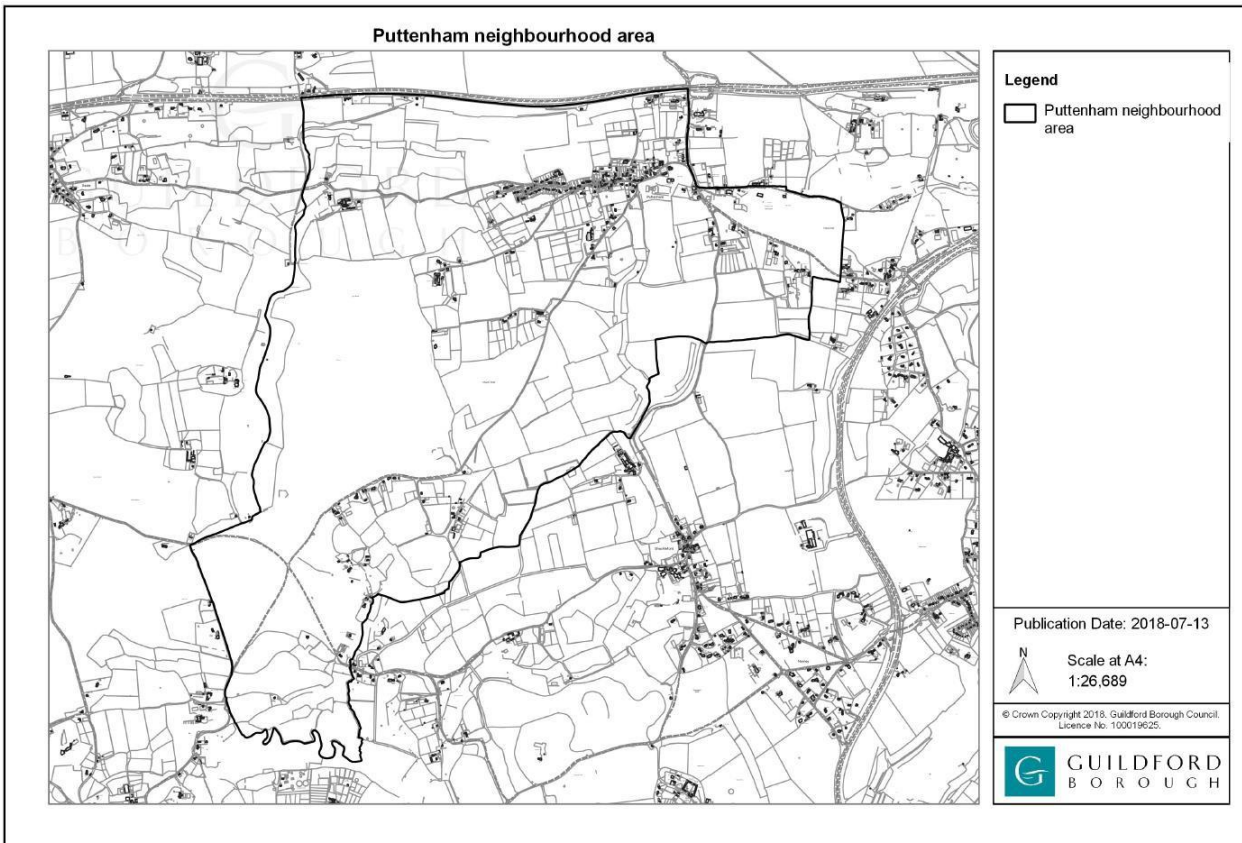


Figure 1 - Puttenham Neighbourhood Area

2.4 Following this, a Steering Group was set up of parish councillors and local residents to direct the Neighbourhood Plan. The Steering Group was split into topic groups focussing on the key areas of the Neighbourhood Plan.

### Community Consultation

2.5 Various stages of consultation have been undertaken and have influenced the Neighbourhood Plan. The first stage of the community consultation process was the 2014 Housing and Community Needs Survey undertaken by the Parish Council in association with



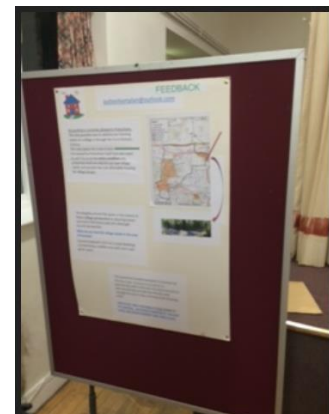
Surrey Community Action and Guildford Borough Council which was a far-reaching survey of the community and its future needs, including affordable housing. The Survey identified a number of issues facing the parish and also identified a small affordable housing need in the parish. The findings of the Survey gave further motivation to preparing a Neighbourhood Plan and to give full consideration to the allocation of rural exception affordable housing sites.

2.6 In May 2016, a Neighbourhood Plan workshop took place which sought views on a site which had been put forward by Puttenham Golf Club, following which the Parish Council decided to begin a search for further potential sites. This process began with a 'Call for Sites' undertaken in September 2016 which identified a list of 10 potential sites.

2.7 In May 2017, a Neighbourhood Plan workshop event was arranged which set out the Parish Council's work to date, building on the findings of the 2014 Housing and Community Needs Survey and setting out the work carried out in assessing affordable housing site options.

2.8 In June 2017, a parish questionnaire was sent to all parish residents and landowners seeking views on the principle of a small affordable housing development as well as seeking views on the individual sites identified. This information has fed into the site assessment process.

2.9 In May 2018, the Steering Group arranged a Neighbourhood Plan workshop to coincide with the Parish Council's Annual General Meeting. A further update on the Neighbourhood Plan was given and comments were sought from residents.



### 3. Vision and Objectives

#### Our Vision

*“Our vision is to maintain Puttenham Parish as a thriving vibrant community of rural character and identity, preserving its heritage assets, Listed Buildings and conservation area so that it will remain a visually attractive, independent settlement, set in unspoilt, tranquil and accessible countryside, providing an excellent quality of life for residents, visitors and those who work in the Parish”.*

#### Objectives

To support our vision, the Neighbourhood Plan has the following objectives:

#### Social

1. To ensure that new housing development in the Parish is affordable and meets the needs of the local community
2. To improve the health and vitality of the parish and ensure that the needs of residents and visitors are met through retaining, supporting and improving the parish’s valued local community facilities, services and assets.
3. To reduce traffic flows through the village, improve highway and pedestrian safety and parking pressure in the parish and encourage sustainable forms of transport

#### Environment

4. To ensure that future development is appropriate and proportionate to the scale and rural character of the parish.
5. To preserve and enhance the Parish’s unique and valued rural character, independence and landscape setting within the Surrey Hills AONB.
6. To preserve and enhance the parish’s valued natural environment, habitats and biodiversity
7. To ensure new development preserves and enhances the parish's valued built environment, in particular its Listed Buildings, conservation area and other non-designated heritage assets.

#### Economic

8. To support the parish’s local, rural and tourism economy

## 4. Puttenham

### Puttenham the Place

4.1 Puttenham is a rural parish set in the Surrey Hills Area of Outstanding Natural Beauty. Puttenham village is the parish's main settlement which is located approximately 5km to the west of Guildford, to the east of Farnham and to the north of Godalming. The village is set below the southern slopes of the Hog's Back which is an important feature in the landscape and forms a distinctive backdrop to the village. From Puttenham Common, south of the village, the Wealden landscape stretches into the distance with extensive oak, pine and birch woodland on the lower greensand. The meandering River Wey forms the southern boundary of the parish. The entire parish is also designated as an Area of Great Landscape Value (AGLV) for its scenic value and is also entirely within the Green Belt.

4.2 A number of Neolithic artefacts have been discovered in the fields and on the heaths of the parish, but the settlement of Puttenham itself dates back to Saxon times and has references in the Domesday book and, more surprisingly, Aldous Huxley's 1932 novel *Brave New World* where Puttenham is described as "*a modest little village, nine storeys high, with silos, a poultry farm, and a small vitamin D factory*"!



4.3 The parish has a long agricultural history including the harvesting of hops, wheat and marigolds. Whilst few agricultural workers remain in the parish today, hops are still harvested in the village on what is known to be the last hop garden in Surrey.

4.4 Puttenham village contains numerous historic buildings, in particular along The Street, many of which are listed. The historic core of the village is designated as a Conservation Area. The village underwent rapid expansion during the Victorian and Edwardian period and also during the 20<sup>th</sup> Century with looser knit development on the periphery of the village, characterised by semi-detached houses and bungalows and, later, small estate development. The edge of the village is defined by its openness and undulating topography and the remainder of the parish is characterised by isolated houses and associated outbuildings and farmsteads.



4.5 Puttenham parish is not particularly well served by local facilities and services but, in this sense, is not unlike many other rural areas. The parish benefits from two public house (The Good Intent central within the village and the Jolly Farmer on the B3000), a Church, a village hall, an infant school as well as various formal recreation and play spaces, including the recreation field and sports pavilion, tennis court, Skate Park and the John Green Play Area. These are focal points of the community. The parish is a popular destination for outdoor recreation and tourism due to its location in the Surrey Hills AONB. The North Downs Way and Puttenham Common are other popular destinations.

4.6 Puttenham has an active community with numerous societies and clubs, such as Cricket and Bowls Clubs, a History Society, Garden Club, Youth Club and a Toddler and Baby Group, to name a few. The Bonfire Committee plan, organise and build a magical bonfire every year. Finally, there is a flourishing Community Group, all volunteers, who work tirelessly for the benefit of the village in many ways. The

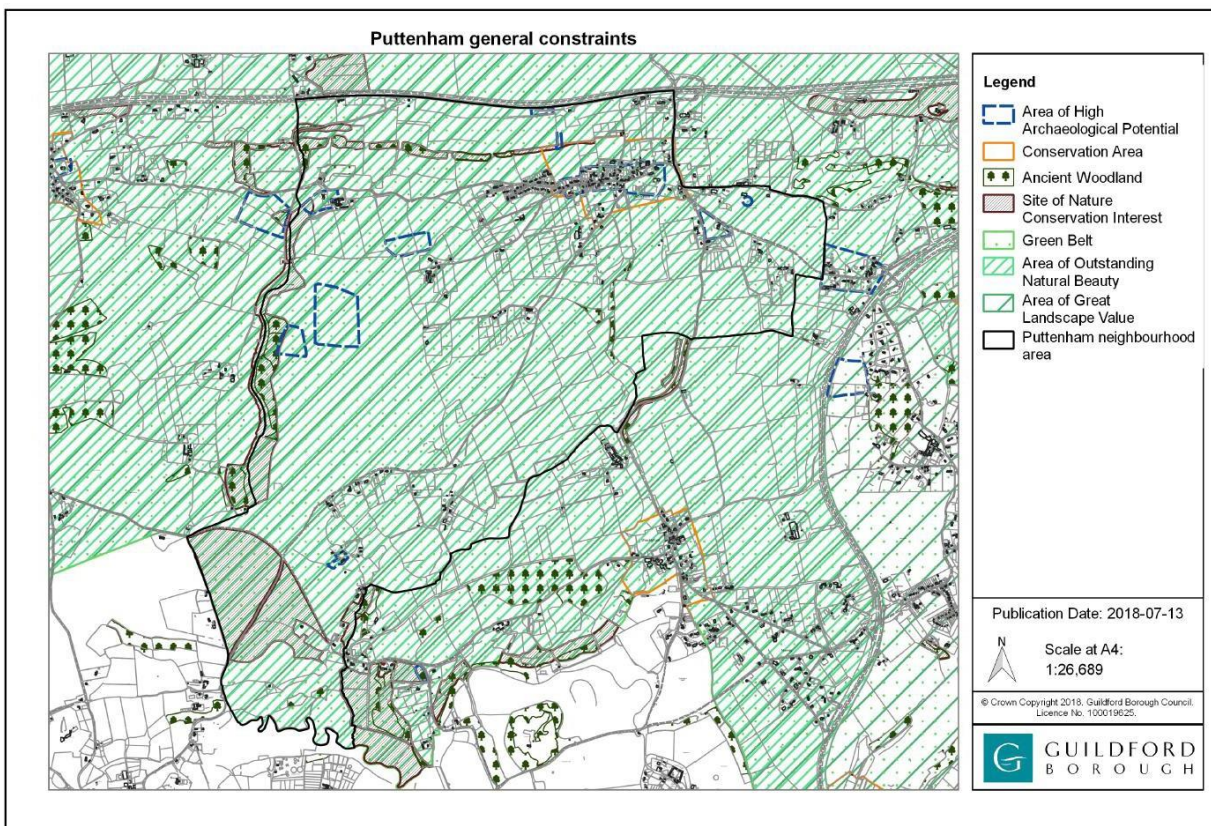


Puttenham & Wanborough Housing Society, formed almost fifty years ago by far thinking local residents, ensures that there are still some houses available for the benefit of local people.



4.7 Puttenham is poorly served by public transport and residents are generally reliant on private transportation. Two key roads run through the parish, the A31 (Hog’s Back) and the B3000 which link to the A3 trunk road. Otherwise, the parish is connected by smaller classified and unclassified rural routes. Traffic congestion and speed through the village and on the parish’s main routes is a major concern for residents, especially at peak hours. This not only has an impact on the village environment but also results in significant highway and pedestrian safety concerns. Parking in the village is also a significant concern for local residents due to the safety concerns this gives rise to, especially at certain pinch points on The Street.

Figure 2 – General Constraints Map



Puttenham the Community

4.8 The following statistics and evidence are primarily drawn from parish level Census data (2011).

4.9 Puttenham parish has a population of approximately 600 people, with a mean age of 44.5 which is higher than the Borough average (39). A significant proportion of the population is within the 30-59 age range (approximately 40%) which is broadly similar to the wider Borough, however, the percentage of Puttenham residents in the upper age groups (60+) is far higher (approximately 30%) than the Borough and national averages.

4.10 A significantly high proportion of Puttenham residents describe themselves as 'White' (99%). Generally speaking, the parish is a healthy community with 84% of residents describing themselves as either in 'very good health' (47.9%) or 'Good Health' (36.3%) which compares favourably with the wider Borough.

4.11 In terms of the parish's housing stock, a large proportion is detached (44.7%), semi-detached (27.2%) and terraced (21.5%) with only a small number of flats within the parish (2.8%). The majority of dwellings are owner occupied (64.6%), with a smaller proportion being private rented (15.4%) and social rented (17.7%) which is broadly reflective of the Borough and national average. Houses prices in the parish are high which is reflective of the wider Borough and South East in general.

4.12 The parish has an unemployment rate of 3% which is higher than the Borough average and also has a higher 'Economically Inactive' rate (29%) which is reflective of the parish's elderly population. However, generally speaking, the Parish has a highly qualified and skilled labour force with high proportions of highly skilled workers in management, professional and technical occupations.

## 5. Strategic Planning Context

5.1 In line with the Basic Conditions, Neighbourhood Plans must have regard to national policy and guidance including the National Planning Policy Framework (NPPF) and National Planning Practice Guidance. The evidence reports which have been produced to inform this Plan set out the specific areas of national policy which relate to the relevant topics.

5.2 Neighbourhood Plans must also be in general conformity with the strategic policies of the local development plan which is the recently adopted Guildford Borough Local Plan Strategy and Sites as well as a small number of saved policies of the 2003 Local Plan. Further to this, the Surrey Hills AONB Management Plan is also a formally adopted document which forms parts of the development plan for the area as is saved Policy NRM6 of the South East Plan.

5.3 The evidence reports which have been produced to inform this Plan provide more detail on the specific policies of the Local Plan of relevance to the Puttenham Neighbourhood Plan. The following policies are considered to be the most relevant:

Policy S1 - Presumption in favour of sustainable development

Policy S2: Planning for the borough - our spatial development strategy

Policy H1: Homes for all

Policy H2: Affordable homes

Policy H3: Rural exception homes

Policy P1: Surrey Hills Area of Outstanding Natural Beauty and Area of Great Landscape Value

Policy P2: Green Belt

Policy P3: Countryside

Policy P4: Flooding, flood risk and groundwater protection zones

Policy P5: Thames Basin Heaths Special Protection Area

Policy E1: Meeting employment needs

Policy E2: Locations of new employment floorspace

Policy E3: Maintaining employment capacity and improving employment floorspace

Policy E5: Rural economy

Policy E6: The leisure and visitor experience

Policy E9: Local Centres and isolated retail units

Policy D1: Place shaping

Policy D2: Climate change, sustainable design, construction and energy

Policy D3: Historic environment

Policy ID1: Infrastructure and delivery

Policy ID2: Supporting the Department for Transport's "Road Investment Strategy"

Policy ID3: Sustainable transport for new developments

Policy ID4: Green and blue infrastructure

5.4 The following saved policies of the 2003 Local Plan also currently still form part of the Borough Development Plan

- Policies NE4 – NE6 seek to protect areas of biodiversity importance, including Site of Special Scientific Interest (SSSI).
- Policies HE2, HE4 and HE7 seek to preserve and enhance the Borough's heritage assets, in particular Conservation Areas and Listed Buildings.
- Policy R3 aims to prevent the loss of land and facilities for sports and recreation and to ensure new development provides an appropriate level of provision.
- Policies CF1 and CF2 aim to prevent the loss of community facilities and to ensure new development provides an appropriate level of provision.

## 6. Land Use Policies

### 6.1 General Policies

6.1.1 National and local planning policy encourage sustainable development. The Puttenham Settlement Boundary is considered to be the most sustainable location for development in the parish as defined in the Guildford Local Plan and shown on Figure 3 below.

6.1.2 The parish lies entirely within the Green Belt. National and local planning policy place strong restrictions on new development within the Green Belt with the intention of preventing urban sprawl and preserving the openness and character of the Green Belt.

6.1.3 The construction of new buildings is generally considered ‘inappropriate’ development within the Green Belt. Some exceptions to this are set out in paragraphs 145 and 146 of the National Planning Policy Framework (NPPF) which includes limited infilling within existing settlements. Policy P2 of the Guildford Local Plan identifies Puttenham as a village whereby limited infilling within the identified Settlement Boundary will be permitted.

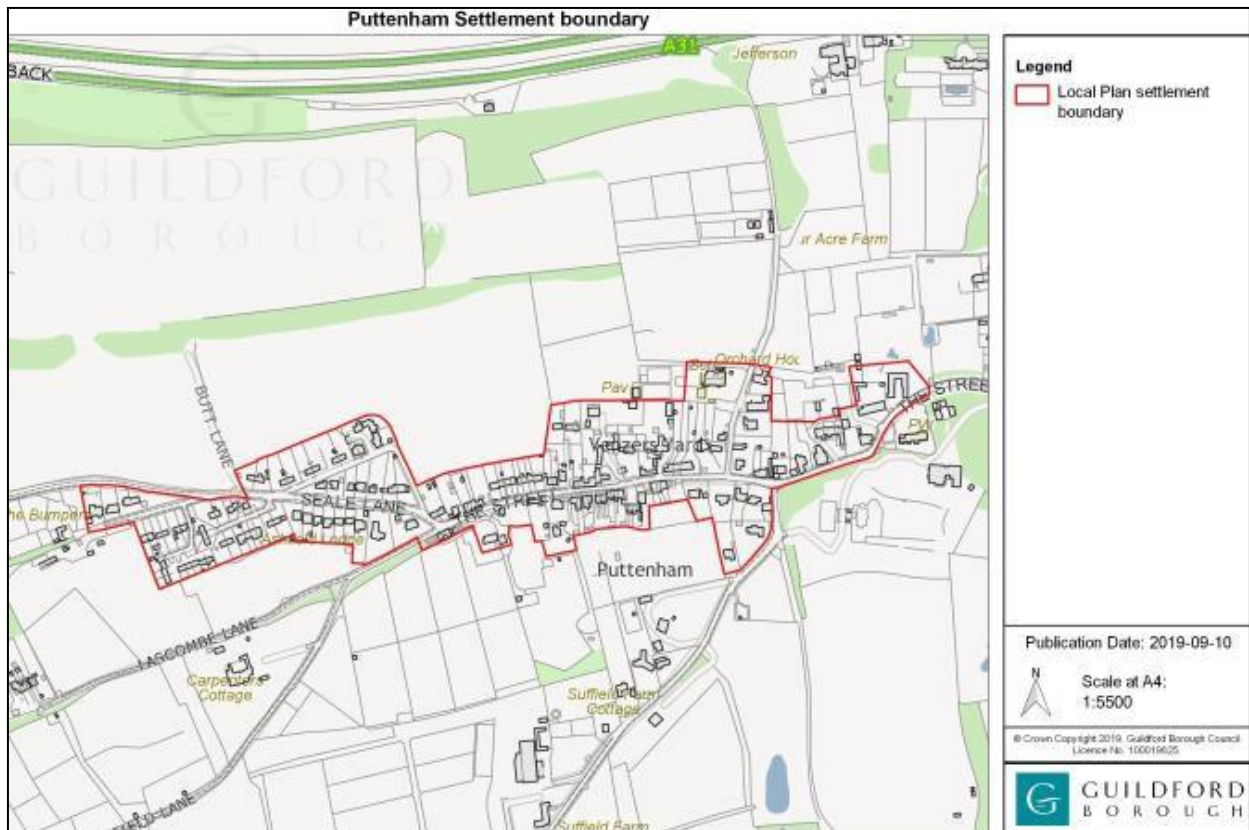


Figure 3 – Puttenham Settlement Boundary

### **P-GP1 - Puttenham Settlement Boundary and Development Principles**

- (1) Sustainable development within the Puttenham Settlement Boundary, as defined in the Guildford Borough Local Plan (or any replacement) will be permitted subject to compliance with national Green Belt policy and other relevant Neighbourhood Plan and Local Plan policies.
- (2) In addition to the above requirements, development proposals located outside of the Settlement Boundary will be required to demonstrate that they conserve the rural landscape and comply with the relevant policies of the Guildford Local Plan (or any replacement).
- (3) Development proposals within the Surrey Hills Area of Outstanding Natural Beauty (AONB) will be assessed against the provisions of the Surrey Hills AONB Management Plan and demonstrate how they will conserve and enhance the AONB. Development proposals in close proximity to the AONB will be required to demonstrate that they will not result in the loss of important public views to and from the AONB.

## **6.2 Transport and Infrastructure**

6.2.1 Puttenham is a rural parish connected primarily by narrow country lanes, however the parish also has links to the wider strategic road network connecting to the wider Surrey sub-region and beyond. The A31 (Hog's Back) to the north links with the A3 and the Blackwater Valley. The B3000 runs south from the A31 linking back to the A3 trunk road. Otherwise, the parish is connected by smaller classified and unclassified rural routes.

6.2.2 Whilst significant levels of development are not expected in Puttenham, much development is planned over the next 20 years in Guildford which will impact on the parish. Improvements are planned to key junctions and routes that run through or affect the parish transport network, however, this is likely to put further strain on the parish transport network and, in particular, through Puttenham village.

6.2.3 The parish is a popular destination for recreation with many public footpaths and bridleways which cross private and public land particularly in the vicinity of Puttenham Common. However, dedicated pedestrian footways, for example through the village, are limited and intermittent which is a disincentive to make short journeys by foot.

6.2.4 Puttenham does not benefit from good public transport links and, as such, parish residents are almost totally reliant on private transportation. 2011 Census data suggests that approximately 60% of the working population in the ward which Puttenham lies (Pilgrims Ward) travel to work by car or van. Furthermore 68% of parish households have two or more cars (Census, 2011).

6.2.5 The nearest train station being approximately 3km away at Wanborough. There are no bus routes running through the village. Limited day-time services are available from A31, however walking to connect to this route is challenging and dangerous which proves a disincentive, especially for elderly residents. The village does benefit from a community bus which runs once a week to Godalming.

6.2.6 Puttenham does not have any dedicated cycle lanes but is a popular route for cyclists as it links with the North Downs Way. Puttenham is also on the Surrey cycle way, forming part of the National Route 22 of the National Cycle Network.

6.2.7 However, the narrowness of the parish's rural lanes as well as the congestion and parking constraints through the village mean cycling can be hazardous for all road users and so measures to encourage cycling must also be met with measures to improve safety for existing as well as any new provision.

#### Traffic Congestion and Speed

6.2.8 Traffic congestion through Puttenham village is a major concern for residents as identified through the Puttenham Housing and Community Needs Survey of 2014 which found that that 89% of respondents were most concerned about this issue.

6.2.9 The Street is a narrow road with buildings tight to the roadside. It is generally heavily parked on one or both sides as there nowhere else to go. The Street is often almost grid locked with vehicles, especially at school pick up and drop off times. There are various vehicle and pedestrian pinch points along The Street, including the blind bend by the church (known as 'kill priest corner') where visibility is particularly poor, as well the bend in Suffield Lane by The Priory where mothers often park in the morning forcing cars to pull out around them near the bend. Large vehicles entering the village are also a concern for residents and raise various issues around vehicle and pedestrian safety as well as environmental, for example noise and pollution.



6.2.10 The B3000 is known to be one of the busiest roads in Surrey. It's junction with The Street is regularly bottlenecked and exiting this junction heading towards the A3 can be very difficult due to traffic volumes on the B3000, where vehicles are invariably slow moving at peak times.

6.2.11 The Neighbourhood Plan Steering Group undertook a traffic flow survey in the village during peak hours in September 2016 which identified high traffic levels, in particular along the B3000 (Over 700 vehicles in a 30 minute period) and The Street (almost 130 vehicles over a 30 minute period).

6.2.12 This issue has a significant impact on the village environment, with large vehicles causing damage to buildings as well as impacting on the health of parish residents due to noise and air quality. Other villages in Guildford, whose circumstances are similar to Puttenham and experience similar pressures, have been identified as AQMA areas (Air Quality Management Areas) where average annual Nitrogen Dioxide (NO<sub>2</sub>) levels exceed national standards and where special measures are to be put in place to improve air quality.

6.2.13 Traffic speed is also a significant concern for parish residents with many comments were received in response to the 2014 Parish Survey referring to traffic speeds (as well as through later parish consultation), in particular along the B3000 and through the village. The narrow and constrained nature of The Street assists in reducing traffic speed within the village centre, however vehicle speed at the entry points into The Street are a concern. The Parish Council has gathered its own quantifiable evidence of traffic flow and speed through the village using a speed gun. Whilst this didn't produce any conclusive results, few residents would disagree that this is an issue.

#### Parking

6.2.14 Parking in the village is a significant concern for local residents due to increased fears over pedestrian safety. The Puttenham Housing and Community Needs Survey of 2014 identified that 93% of respondents were most concerned about parking.

6.2.15 Parking along The Street is particularly bad at school pick up/drop off times and parked vehicles in certain areas such as the bend by the Priory, give rise to particularly hazardous situations as oncoming cars are forced into the middle of the road on this dangerous bend. Parking on the pavement also concerns residents, reduces visibility and leads to pedestrian safety fears.





6.2.16 It is therefore essential that new development provides appropriate levels of off street car parking to ensure the problem is not exacerbated over the course of the plan period. Guildford Borough Council's adopted Vehicle Parking Standards SPD (2006) provides maximum parking standards which, whilst not policy, are a material consideration in determining planning applications. Given the traffic and parking issues described above, it is considered appropriate to consider these standards as minimum for Puttenham which is reflected in the parking policy below. Surrey County Council sets minimum dimensions for parking spaces (2.4m x 4.8m for open spaces and 3.0m x 5.5m for enclosed spaces) which this Neighbourhood Plan intends to apply. Surrey County Council has also published an Electric Vehicle Strategy and provides parking standards for electric vehicle charging points which the Neighbourhood Plan seeks to align with.

6.2.17 A number of potential solutions to the parish's traffic and parking problems have been considered in the Transport and Parking Report which would help to alleviate traffic and congestion through the village, improve safety for all road users and improve the parish environment and air quality. This includes reductions in speed limits in certain locations (for example to 20mph through The Street and 30mph along the B3000), speed tables at the end of the village, removal of traffic signs and road markings, street furniture such as bollards, mirrors on bends to improve visibility, creation of a village car park, improvements to pedestrian footways and moving one bus stop on the A31 to make it accessible to the village.

6.2.18 A village car park would ease parking pressure on The Street resulting in an improvement to vehicle and pedestrian safety. Various sites have been considered and landowners have been approached. An informal car park already exists at the Bonfire Field which is owned by the Parish Council and formalising this area of land as a car park is considered to be the most appropriate and deliverable site and would make it a more attractive prospect for residents and visitors to the parish. The option of an 'in' 'out' entrance and/or a passing layby are also under consideration. The need for a car park was reinforced in the results from a survey carried out after a village consultation in May 2017.

6.2.19 Highways planning falls under different legislation than land use planning. As such, planning permission may not necessarily be required for the measures described above. Surrey County Council are the highways authority for the parish and so, having identified the issues facing the parish as well as a number of measures which the Parish Council believe will alleviate the problems, the Parish Council will lobby and work with relevant agencies, including Surrey CC, to introduce the most sensible and effective measures.

Water and Wastewater Infrastructure

6.2.20 Thames Water are the statutory undertaker for water and wastewater covering the parish. New development needs to be supported by the necessary upgrades to the infrastructure network to avoid adverse impacts in the form of internal and external sewer flooding and pollution of land and water courses and/or low water pressure. Thames Water advises developers to contact them as early as possible to discuss their development proposals and intended delivery programme to assist with identifying any potential water and wastewater network reinforcement requirements.

**P-TI1 - Sustainable Transport**

- (a) New development providing a net increase in residential dwellings shall contribute towards the provision of sustainable forms of transport.
- (b) New development will be required, where feasible, to deliver publicly accessible footpaths and/or cycleways within the site. Wherever possible, and subject to the agreement of the local highways authority, these should be linked to existing footpaths and cycleways near to the site to enhance safe linkages across the village and sensitively designed to minimise the impact of vehicles on the streetscene.

### **P-TI2 - Parking**

- (1) Off-street parking, in accordance with current Surrey County Council parking space dimensions, shall be provided on site to accommodate new development in accordance with the following absolute minimum standards:

Studio/1 bedroom unit – 1 space

2 bedroom unit – 1.5 spaces (the number of spaces will be rounded up where applicable)

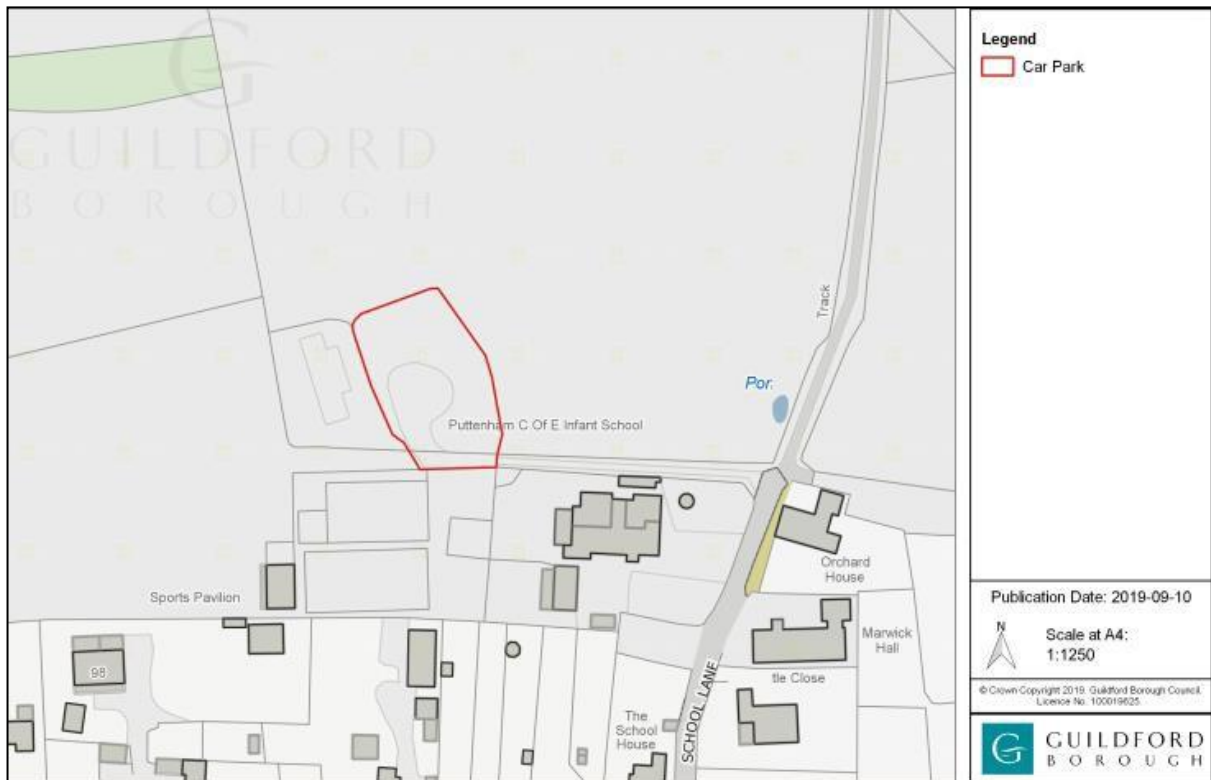
3 + bedroom unit – 2 spaces

- (2) For any new development, where planning permission is required, the loss of off-street parking will not be permitted unless:
- (a) it can be demonstrated that an equivalent or improved capacity is provided elsewhere; or
  - (b) the existing provision is unsatisfactory; or
  - (c) the need for off street parking capacity has been demonstrably reduced as a result of the implementation of the development proposal and would thus avoid harm to pedestrian and highway safety.

### **P-TI3 - Car Park Policy**

The site identified on Map TI3 is allocated for formal car parking provision of approximately 32 no. car parking spaces (including an appropriate number of disabled spaces), subject to the following:

- (a) Provision of associated hedgerow and tree planting of native species to soften the visual impact of parked vehicles within the AONB
- (b) Ecological enhancements are provided where possible
- (c) The design is sensitive to its rural setting, including the use of appropriate surfacing (e.g. grasscrete or similar)
- (d) Preserving the openness and character of the Green Belt
- (e) Provision of electric vehicle charging points (where feasible)
- (f) Safe and suitable access arrangements to be agreed by the Local Planning Authority



Map T13 – Car Park

**P-T14 - Electric Vehicle Charging Points**

New developments requiring off-street parking shall provide fast charge electric vehicle charging points in line with Surrey County Council parking standards where feasible

**P-T15 - Communications Infrastructure**

- (1) All new residential or commercial development within the Neighbourhood Area will be expected to include the necessary infrastructure (where possible) to allow Fibre To The Premises (FTTP).
- (2) Where planning permission is required, new telecommunication infrastructure shall be permitted where sympathetically designed and camouflaged to avoid harm to the parish’s landscape and historic environment. Existing masts, buildings and other structures must be used in the first instance unless robust justification is provided to demonstrate the need for a new site.

**P-T16 – Water and Waste Infrastructure**

Adequate water and wastewater infrastructure will be required to serve all new residential developments and where appropriate, developments which result in the need for off-site upgrades will be subject to conditions to ensure the occupation is aligned with the delivery of necessary infrastructure upgrades.

**P-T17 – Water Efficiency**

- (1) Development proposals must be designed to be water efficient and reduce water consumption.
- (2) New residential development must not exceed a maximum water use of 105 litres per head per day (excluding the allowance of up to 5 litres for external water consumption). Planning conditions will be applied to new residential development to ensure that the water efficiency standards are met.
- (3) Refurbishments and other non-domestic development will be expected to meet BREEAM water-efficiency credits.

## 6.3 Housing

6.3.1 Puttenham parish is a desirable place, primarily due to its attractive rural setting in the Surrey Hills Area of Outstanding Natural Beauty (AONB) as well as its proximity to Guildford and transport links connecting to the wider south east and London. As such, house prices in the parish and the wider borough are high and are expected to continue to grow.

6.3.2 The parish's housing stock is predominantly large, detached homes with a shortage of small entry level homes. This has resulted in significant housing affordability pressures with lower quartile and median property values now more than 11 times the respective earnings. Furthermore, the parish, much like the wider borough, has an ageing population which is expected to grow over the next 20 years. The need for specialist housing is therefore increasing.

6.3.3 As of January 2019, there are 16 no. on the Guildford Borough housing register with a Puttenham post code, 4 no. of which are currently in affordable housing and are awaiting transfer to alternative accommodation and 12 no. of which are in housing need. Furthermore, it is evident that the Borough has a significant affordable housing need which it acknowledges cannot be met.

6.3.4 Recent lettings by the Puttenham and Wanborough Housing Society show that the two most recent lettings (for 1 and 2 bedroom dwellings) attracted 9 no. and 5 no. applications respectively which met the housing society's lettings criteria which further demonstrates an affordable housing need for small dwellings. In addition to this, the 2014 Parish Survey identified an affordable housing need of 4 households as well as a need for those struggling to access the housing market (affordable homes, starter homes, small family homes) and for downsizing opportunities. However, it is acknowledged that a need also exists for larger family sized affordable accommodation too.

6.3.5 Given the extent of the parish's affordable housing need, it is important that the homes identified for affordable housing through this Neighbourhood Plan are secured for people in affordable housing need with a local connection, a requirement which would be considered through future planning applications.

6.3.6 The parish's location in the Surrey Hills AONB, and being set entirely in the Green Belt, pose significant constraints to new development and whilst it is crucial that the character and beauty of the parish is maintained, it is of equal importance that the needs of current and future parish residents is met.

6.3.7 The Parish Council has decided against identifying any sites for market housing on the basis of the views of parish residents and as the parish is not considered a sustainable location for significant new development due to its environmental and transport constraints and as national and local planning policy restricts new development in the Green Belt. However, national and local planning policy allow the provision of affordable homes in areas where it

would otherwise be unacceptable (for example within the Green Belt) through Rural Exceptions policy which is set out in national and local planning policy. Affordable housing can be secured in perpetuity through a Section 106 legal agreement that would ensure that the homes remain available for people with a local connection and not sold on for financial gain.

6.3.8 Given Puttenham is washed over by Green Belt and the emerging Local Plan does not allocate a housing target for the village, it is unlikely that the parish's housing need could be met through other means, however, the Parish Council has identified one site within the Settlement Boundary (Home Farm Barns) which is suitable for a small affordable housing development but which does not meet the requirements of a rural exception site.

6.3.9 The Puttenham & Wanborough Housing Society exists to provide low cost housing for rent in the villages of Puttenham and neighbouring Wanborough, currently manage a number of properties in the parish and are committed to delivering affordable housing in the parish.

6.3.10 The Puttenham and Wanborough Housing Society Policy and Procedure's document has a Scheme of Allocation which sets out the criteria for granting new tenancies. The Scheme requires its Management Committee to consider all applicant's using three criteria:

- Firstly, a strong connection with Puttenham or Wanborough

Then:

- housing need
- financial need

6.3.11 Guildford Borough Council also has a Housing Allocation Scheme which similarly sets criteria for the allocation of affordable homes.

6.3.12 There is therefore a clear delivery and management mechanism for new affordable housing which meets the specific needs of the community and, as such, the Parish Council has taken the decision to help contribute in a positive and proactive way through the allocation of a small number of affordable housing and small-scale rural exception sites to meet local housing need in conjunction with the Puttenham and Wanborough Housing Society.

6.3.13 There are no internationally designated biodiversity sites within the parish, although it does lie within a special protection zone for the Thames Basin Heath Special Protection Area (SPA), which is an area of heathland identified as an important habitat for various species of birds. Within the 5km zone ("zone of influence"), new residential development is restricted and subject to stringent tests and impact assessments. This is on the principle that increased recreational use of the area is likely to result in significant effects on its integrity. The upper

half of the parish (including the village of Puttenham) lies within the 5km zone and the remainder of the parish lies within the 5-7km buffer zone.

6.3.14 Policy P5 of the emerging Guildford Local Plan states that planning permission will only be granted for development proposals where it can be demonstrated that doing so would not give rise to adverse effects on the ecological integrity of the Thames Basin Heaths Special Protection Area (SPA). This aligns with saved Policy NRM6 of the South East Plan.

6.3.15 The Borough Council has adopted a Thames Basin Heath SPA Avoidance Strategy (2017) which sets out the approach to avoiding significant effects on the SPA. This includes providing alternative recreation areas known as SANGs (Suitable Alternative Natural Greenspace) and access management and monitoring measures known as SAMM (Strategic Access Management and Monitoring) and/or tariff contributions towards avoidance and mitigation measures (including SANG and SAMM).

6.3.16 The Avoidance Strategy clarifies that the borough does have sufficient SANG to mitigate the adverse effects on the SPA in most areas of the borough. Affordable Housing is not excluded from the requirements of this policy and so any development allocated through the Neighbourhood Plan will need to accord with this policy and demonstrate that there will be no significant effect on the SPA and/or identify the necessary avoidance measures and mitigation.

6.3.17 As such, the site allocations set out below include safeguards to secure the necessary mitigation in line with the Borough Council's Avoidance Strategy. Furthermore, whilst this Plan only seeks to deliver a small number of affordable homes, it is accepted that further residential development may come forward over the plan period (i.e. windfall development) and so a separate policy covering windfall development is also required to comply with EU obligations.



**P-HP1 - Affordable Housing**

- (1) Development proposals for affordable housing within the Puttenham Settlement Boundary as defined in the Guildford Borough Local Plan (or any replacement), or outside as a rural exception site, will be supported where:
- (a) the affordable homes will remain low-cost in perpetuity and will be secured for households with a local connection (as defined in the Puttenham and Wanborough Housing Society Scheme of Allocation as seen in the supporting text and, following that, should no tenant be found, the Guildford Borough Housing Allocation Scheme) with Puttenham parish through a Section 106 agreement.
  - (b) it is demonstrated that there is a local affordable housing need and that the proposal is appropriate in terms of housing size and tenure, taking into account the latest available evidence including the Puttenham Parish Housing Needs Survey (2014) and/or the Borough Council Strategic Housing Market Assessment.

**P-HP2 Thames Basin Heaths**

All new residential development within the Thames Basin Heaths SPA 5km 'zone of influence' must provide or fund SANGS and a contribution towards SAMM must be made in accordance with Guildford Borough Council's Thames Basin Heaths SPA Avoidance Strategy.

## **6.4 Affordable Housing Allocations**

6.4.1 The Site Assessment Report sets out how the various site options were identified and assessed against a set of objective criteria based on environmental, social and economic principles. There have also been various community consultation events which have fed into the findings of the Site Assessment Report and, ultimately, this Neighbourhood Plan.

6.4.2 The parish has significant environmental constraints being located within the Green Belt, Surrey Hills Area of Outstanding Natural Beauty (AONB), an Area of Great Landscape Value (AGLV) as well as built environment constraints with numerous Listed Buildings and a Conservation Area. The parish contains various sites protected for their biodiversity value and also falls within the 5-7km zone of the Thames Basin Heath SPA. The parish, and in particular Puttenham village, also suffers from traffic and parking issues. These matters have been fully considered through the site assessment process.

6.4.3 11 no. sites were identified through the site assessment process and an initial assessment of all sites submitted was undertaken giving full consideration to the constraints referred to above as well as the availability and deliverability of the sites following discussions with landowners.

6.4.4 The Site Assessment Report acknowledges that all of the sites have various constraints to development and the Parish Council has worked with Guildford Borough Council and Surrey County Council in particular to consider whether these constraints can be overcome. Significant weight has also been given to the public benefits of affordable housing development.

6.4.5 The sites identified below, which have been allocated for either affordable housing or a rural exception site (for affordable housing), have been chosen on the basis that they are both available and suitable, subject to appropriate mitigation measures which have been incorporated into the policy criteria.

## Home Farm Barns

6.4.6 The Home Farm Barns site is a 0.8 acre site within the village envelope and near to the centre of the village. The site has an existing pedestrian and highway access on The Street, however, the vehicular access is on to a blind corner which restricts visibility and poses highway safety concerns that will need to be overcome through any future planning applications. This may include a speed survey and Road Safety Audit to demonstrate that a safe and suitable access can be achieved on to The Street. Further to this, it is also noted that the Parish Council is currently lobbying for the introduction of a 20mph zone through the village which would affect the visibility requirements from the access point and so, whilst the constraints of the site are acknowledged, it is considered that there are viable options to overcome these concerns and that this matter can be considered further through future planning applications.

6.4.7 The site is currently owned freehold by Guildford Borough Council but the Parish Council is currently in discussions with GBC over transferring the asset. The site contains a barn which is currently partly in use as camping accommodation for ramblers (run by an organisation known as Project Oasis North Downs – POND). The lease for this use expires on 31 March 2020.

6.4.8 The site is located in the Puttenham Conservation Area, an Area of High Archaeological Potential (AHAP) and the barns themselves are Grade II Listed Building. The 18<sup>th</sup> Century building comprises two barns joined together and is timber framed with weatherboard cladding and plain tiled roofs. The building has a varying roof form, half hipped to one end and catslide roofs over the rear aisles. Internally, both barns have Queen-strut roofs and diagonal corner bracing. In line with national and local planning policy, any future development of the barn must be sympathetic to the significance of the heritage asset both internally and externally.

6.4.9 The existing use of the site is acknowledged to be a valued asset to the village, in particular in attracting visitors to the parish. Structural improvements to the barns have been undertaken but the buildings are still in poor condition and further refurbishment works will be needed in the next few years. The facility itself is run by Guildford Borough Council and is dependent on financial assistance which in itself raises concerns over the long term viability of the facility and the condition of the historic building. It is therefore important that a long term viable use is found for the heritage asset.

6.4.10 A small affordable housing development, potentially in conjunction with the retention of the existing camping barn use, is considered to be an appropriate solution for the site that would provide a long term community benefit in providing affordable homes for local people in a sustainable location. The existing East and West Barns have a floor area of 196 sq m and could provide living accommodation in the order of 300 sq m. The Camping Barn currently occupies an additional 48 sq m, at the rear of the East Barn. A feasibility study is required initially to determine the most desirable solution for affordable housing, taking into account

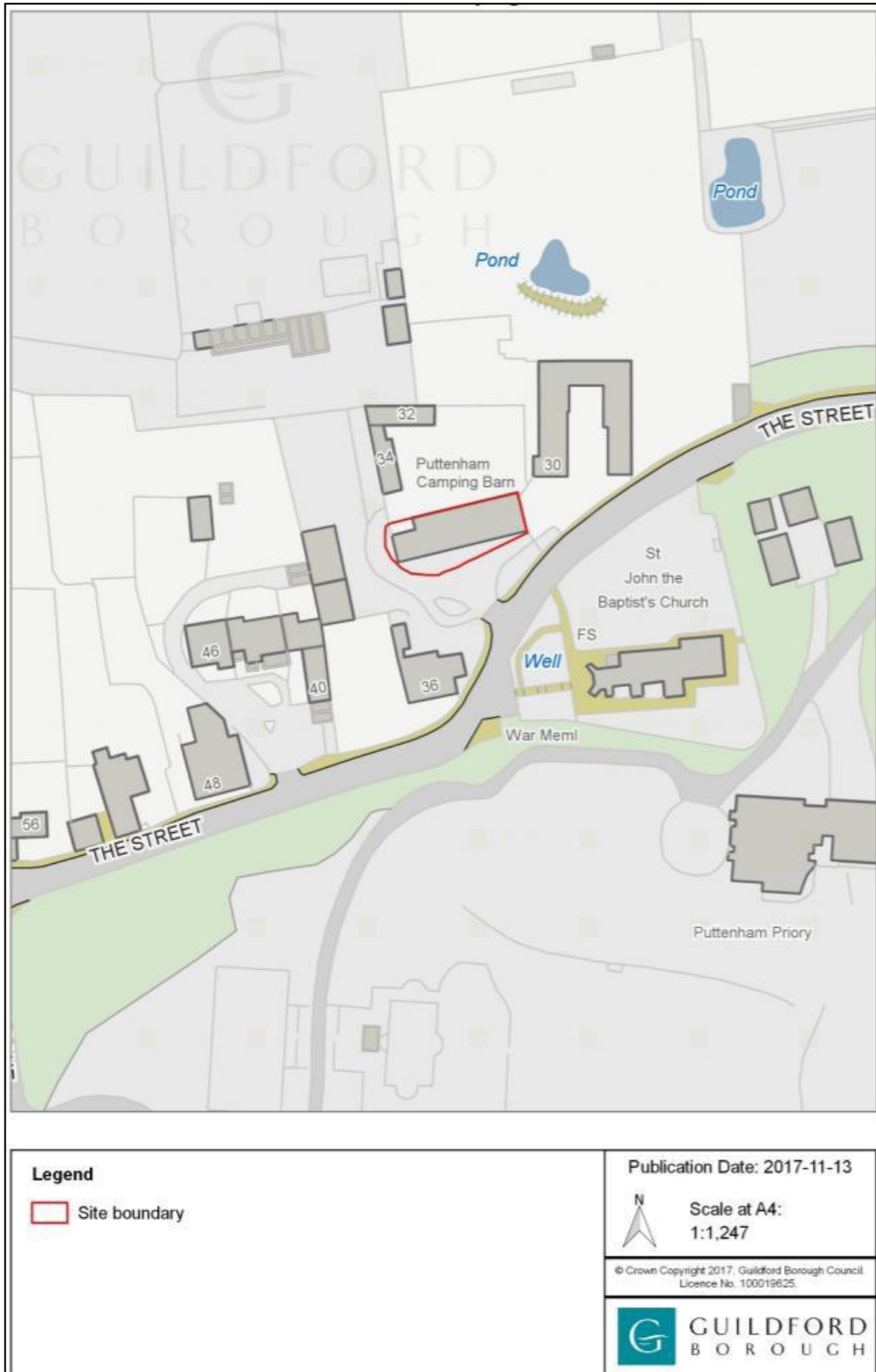
the existing camping barns, the Listed nature of the building, construction and structural considerations, and financial constraints.

6.4.11 A high-quality sympathetic scheme to convert the building to its proposed use would be essential and external funding may be required to make this site deliverable, however residential use (for affordable homes) could secure a long term optimum use for the building that also preserves and enhances the significance of the heritage asset.

#### **P-HA1 - Home Farm Barns**

The Home Farm Barns, as defined on Map HA1 below, is allocated for up to 4 affordable homes and the retention of the camping barns facility (where feasible), subject to the following:

- (a) The affordable homes will remain low-cost in perpetuity and will be secured for households with a local connection (as defined in Policy HP1)
- (b) The development provides an appropriate mix of unit sizes and tenure dictated by the constraints of the Listed Building and informed by the latest affordable housing needs evidence
- (c) That any necessary alterations (internal and external) are sensitive to the building, its historic fabric and internal plan form.
- (d) Full consideration is given to the archaeological potential of the site through an archaeological desk-based assessment
- (e) Safe and suitable vehicular access is provided off The Street
- (f) That an appropriate level of off street parking is provided in accordance with policy P-TI2 and P-TI4
- (g) Secure, covered cycle parking is provided in accordance with Surrey County Council standards
- (h) An ecological scheme to be agreed by the LPA ensuring that existing habitats are preserved or enhanced where possible, that any loss of habitat and biodiversity on the site is adequately mitigated and that net ecological gains are provided where possible.
- (i) SANGs must be provided or funded, and a contribution towards SAMM must be made, in accordance with the Council's Thames Basin Heaths SPA Avoidance Strategy



Map P-HA1 – Home Farm Barns

### **Corner of Lees Field, Seale Lane**

6.4.12 The Corner of Lees Field is a small site of approximately 0.05 Hectares which forms part of an agricultural field to the north of Seale Lane, owned by the Hampton Estate. The field is currently in agricultural use for the growing of crops, although the Agricultural Land Classification is unknown. There is a bridleway to the east of the site which runs to the Hog's Back. It is expected that the accessibility of the bridleway would be in no way inhibited by any development of the site. The site could accommodate a small affordable housing site of up to 2 dwellings.

6.4.13 The site is adjacent to the village Settlement Boundary and is well-located in close proximity to the village centre. Access would be directly from Seale Lane. An informal access track on to Seale Lane exists immediately to the east of the site which could be used subject to highway and pedestrian safety being maintained and also ensuring that access to the field for agricultural vehicles is maintained. There are currently no pedestrian footways directly linking the site to the village, however, a footway is present on the southern side of Seale Lane 60m to the east of the site by Munday's Borough Road and it is also noted that this part of Seale Lane is within the 30mph zone.

6.4.14 The site is not subject to any heritage or environmental designations. A Site of Nature Conservation Interest (SNCI) and Ancient Woodland lie to the north of the site but there are no trees or hedgerows on the site itself. However, the ecological value of the site should be fully assessed and appropriate mitigation and ecological enhancements will be required.

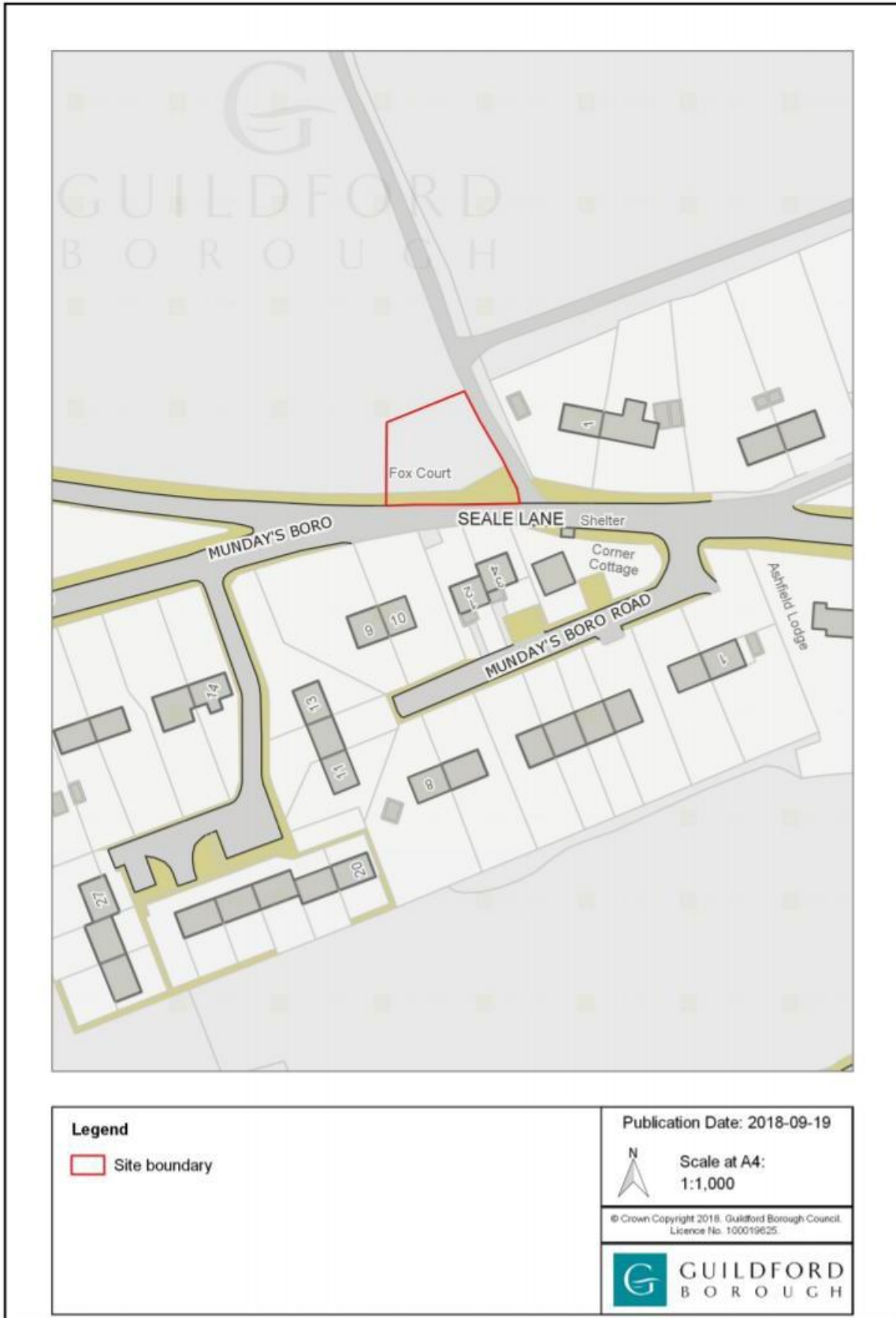
6.4.15 The site is located within the Green Belt, AONB and an area identified as Area of Great Landscape Value (AGLV). It forms a small part of an area (Lees Field) which is open in character and visible in wider views (including from the AONB) and so is considered sensitive to change. However, only a small part of the site adjacent to the Settlement Boundary is proposed for a small affordable housing development. The remainder of the site would remain in agricultural use and the proposal itself must ensure that there is no harm to the functioning of Lees field for agricultural purposes.

6.4.16 A carefully considered scheme is essential to ensure that any development of affordable homes is appropriate to its sensitive location and integrated with the existing built up area of the village whilst ensuring that natural screening and planting on the western and northern boundaries is delivered to provide a strong defensible boundary defining the village edge.

**P-HA2 – Corner of Lees Field, Seale Lane**

Corner of Lees Field, as defined on Map HA2 below, is allocated as a Rural Exception Site for up to 2 affordable homes subject to the following:

- (a) The affordable homes will remain low-cost in perpetuity and will be secured for households with a local connection (as defined in policy HP1)
- (b) The development provides an appropriate mix of unit sizes and tenure with consideration to the latest affordable housing needs evidence
- (c) That a safe vehicular and pedestrian access can be provided on to Seale Lane to the agreement of the Local Highway Authority
- (d) That the existing public right of way is retained or re-provided in an acceptable location to the Parish Council and Local Highway Authority.
- (e) That an appropriate level of off-street parking is provided in accordance with policy P-TI2 and P-TI4
- (f) Secure, covered cycle parking is provided in accordance with Surrey County Council standards
- (g) The layout, density and siting of new dwellings is appropriate to the site's sensitive edge of village location.
- (h) A robust landscaping and mixed native planting scheme is agreed by the LPA, and planted in the first planting season following completion of the development, to mitigate against the impact on the surrounding landscape with particular regard to the site's AONB setting.
- (i) An ecological scheme to be agreed by the LPA ensuring that existing habitats are preserved or enhanced where possible, that any loss of habitat and biodiversity on the site is adequately mitigated and that net ecological gains are provided where possible.
- (j) SANGs must be provided or funded, and a contribution towards SAMM must be made, in accordance with the Council's Thames Basin Heaths SPA Avoidance Strategy



Map P-HA2 - Corner of Lees Field, Seale Lane



## 6.5 Natural Environment

6.5.1 Puttenham village is a small linear settlement with a historic core, defined by the Conservation Area and numerous historic buildings. The village has a traditional character and a rural setting which is dominated by the Hogs Back to the north which is an important feature in the landscape and forms a distinctive backdrop to the village. The remainder of the parish is characterised by isolated houses and associated outbuildings and farmsteads.



6.5.2 The parish itself is an area of great natural beauty, lying within the Surrey Hills Area of Outstanding Natural Beauty (AONB), an area defined by its variety of landscape, including rolling downland, grasslands, heaths, woodlands and river valleys. The parish is also designated as an Area of Great Landscape Value (AGLV) in the Guildford Local Plan for its scenic value. These designations offer protection through the planning system ensuring that the parish's distinctive rural character and natural beauty is maintained and enhanced. As such, it is important that any development proposals for new dwellings outside of the Settlement Boundary are supported by a Landscape and Visual Impact Assessment (LVIA) in line with the Surrey Hills AONB guidelines (May 2013) and that comments from the Surrey Hills AONB Board are fully considered in the decision making process.

6.5.3 The parish also lies entirely within the Green Belt. Puttenham's natural environment is not only valued by parish residents (as identified in the 2014 Parish Survey) but also attracts a great deal of visitors including cyclists and ramblers which make an important contribution to the local economy. It is also evident that the parish needs to grow in an appropriate and sustainable manner to ensure that the needs of residents are met. These factors, balanced with the need to preserve and enhance the natural beauty of the area, bring about significant challenges including increased traffic and parking, transport infrastructure and signage and the impact on the environment and landscape from increased tourism, recreation and new development, including through light pollution as highlighted in the Surrey Hills Management Plan 2014-2019.

6.5.4 The parish's dark night skies are a valued part of the parish's character. The Institute of Lighting Professionals (ILP) 'Guidance Notes for the Reduction of Obtrusive Light' provides guidance for obtrusive lighting in different Environmental Zones. Being located within the Surrey Hills Area of Outstanding Natural Beauty, Puttenham parish is considered to be E1 (Natural – Intrinsically Dark). This guidance includes obtrusive lighting limitations for exterior lighting installations (as set out in the Environment Report). This guidance, or any other appropriate external lighting guidance, will be used to determine whether proposals for exterior light installations are likely to have a harmful impact on the parish environment.



### Biodiversity

6.5.5 There are a number of designated biodiversity sites located in the parish and its vicinity which are protected at the European, national and local level.

6.5.6 There are no internationally designated biodiversity sites within the parish, although it does lie within a special protection zone for the Thames Basin Heath Special Protection Area (SPA), which is an area of heathland identified as an important habitat for various species of birds. Within the 5km zone ("zone of influence"), new residential development is restricted. Further detail of the measures required to mitigate new residential development that lies within this zone can be found in the Housing section of this plan.

6.6.6 The parish does contain other sites recognised for their biodiversity value including Puttenham and Crooksbury Commons Site of Special Scientific Interest (SSSI) which is an area of heathland supporting a variety of flora and fauna as well as numerous Sites of Nature Conservation Interest (SNICIs) which are of local importance for their nature conservation value including William's Copse and Stoney Hill, Puttenham Common Woods, Lower Puttenham Common and Halsemoor Wood and Broomfield Wood and Gatwick Alder Bed.

There are also two further sites on the edge of the parish (Barfield Copse and Inwood Meadow).

6.6.7 The parish also has significant amounts of Ancient and Semi-Natural Woodland, primarily to the east and south of Puttenham village in the north of the parish.

6.6.8 There are various areas of priority habitats identified in Natural England’s Priority Habitats Inventory. This includes areas of Lowland Heathland and Lowland Fens at Puttenham Common as well as large swathes of Deciduous Woodland across the parish. There are also large patches of Woodpasture and Parkland BAP.

6.6.9 Biodiversity Opportunity Areas, as identified by Surrey Nature Partnership, are areas where there are concentrations of recognised sites of biodiversity importance, both statutory and non-statutory. There are a number of these area in Surrey as shown on Figure 4 below.

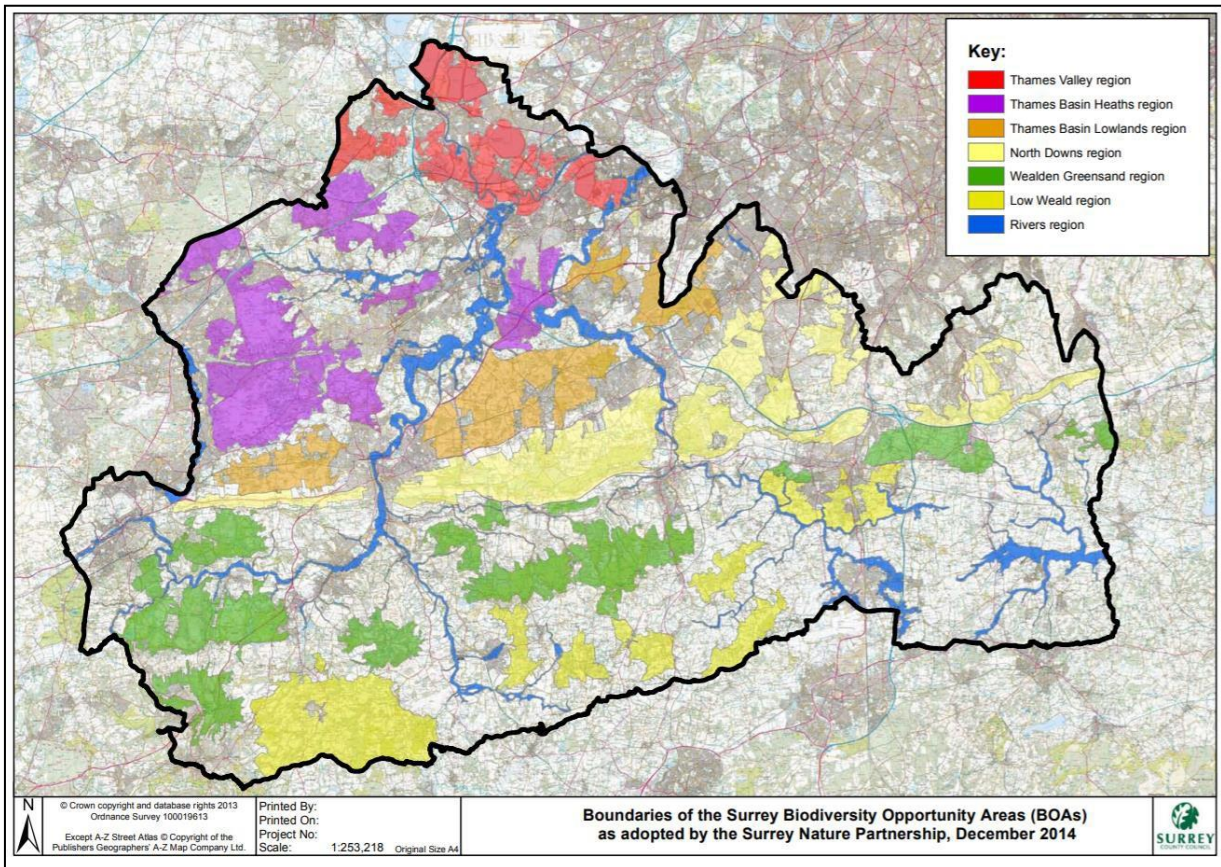


Figure 4 – Biodiversity Opportunity Areas in Surrey

### Trees and hedgerows

6.6.10 A significant number of trees have been lost in the village in recent years having an adverse impact on the village streetscape and Conservation Area. The loss of trees and hedgerows in the parish is resisted and, where accepted, should be appropriately compensated for through replacement planting.

6.6.11 Trees and hedgerows of special significance are defined as those which meet one or more of the following criteria:

- high arboricultural or biodiversity value
- high public amenity / streetscape value.

### Flood Risk

6.6.12 The parish is not considered significantly at risk of flooding. It is primarily located in Flood Zone 1 with some areas of Flood Zone 2 and 3 running down the west and in the south of the parish. There are also some areas, primarily to the west of the parish, more at risk from surface water flooding, having a Medium (1 in 100 year) and High (1 in 30 year) surface water flood risk and significant parts of the parish, particularly in the south, west and east where are known to be at greater risk of groundwater flooding.

6.6.13 It is important that new development fully considers surface water drainage, especially given some areas of the parish suffer from such flood risk. It is the responsibility of developers to make proper provision for surface water drainage to ground, water courses or surface water sewer which must not be allowed to drain to the foul sewer, as this is the major contributor to sewer flooding. Policy P4 of the Guildford Borough Local Plan requires new developments to provide sufficient surface water flood mitigation, including Sustainable Drainage Systems (SuDS), and so a policy in the Neighbourhood Plan is not considered necessary.

#### **P-NE1 - Natural Environment**

- (1) Development proposals shall preserve and enhance the parish's natural environment and rural character, in particular with regard to the scenic and landscape qualities of the Surrey Hills Area of Outstanding Natural Beauty (AONB).
- (2) Development proposals for new dwellings outside of the Puttenham Settlement Boundary should be supported by a Landscape and Visual Impact Assessment (LVIA) and a Landscape and Planting Scheme (L&PS), which demonstrate that the proposal has been sensitively designed to minimise its impact on the natural landscape.

**P-NE2 - Dark Night Skies**

Excluding householder planning applications, where planning permission is required for exterior lighting installations on land outside of the village Settlement Boundary (as defined in Figure 3 above), planning permission will only be granted where it is satisfactorily demonstrated that:

- (1) The external lighting is necessary for safety purposes or for the essential functioning of a business; and
- (2) Where an external lighting scheme demonstrates that the scheme is designed to minimise light pollution, its impact on the environment and wildlife and does not detract from the unlit environment of the Parish or exceed ILP obtrusive light limitation guidance for E1 Environment Zone.

**P-NE3 - Trees and Hedgerows**

- (1) Development proposals that result in the loss of trees and hedgerows with statutory protection will be resisted unless it can be demonstrated that the removal is necessary due to poor health, that it poses a public safety risk or that the need for, and benefits of, the development clearly outweigh the loss.
- (2) Where the loss of a tree(s) or hedgerow is accepted, on-site replacement tree(s) of native species or hedges of at least the same biodiversity/arboricultural value will be sought in the first instance and approved by the Local Planning Authority through a landscape and planting scheme.
- (3) If mature trees or hedgerows of special significance are removed within 12 months prior to a planning application, the planning authority may require replacement planting to be undertaken by the developer to compensate for the loss of such trees or hedgerows, unless it can clearly be shown that this is not feasible.

**P-NE4 - Biodiversity**

The parish’s biodiversity, and in particular biodiversity designations and protected species, will be protected and enhanced.

New development should provide ecological enhancements (such as hedgehog highways, bat and bird boxes etc) where possible through incorporating new habitats, wildlife corridors and other biodiversity features. Proposals should facilitate linkages between sites of high biodiversity to establish coherent ecological networks that are more resilient to current and future pressures.

Enhancements should support Biodiversity Opportunity Areas, as identified by Surrey Nature Partnership. New development must avoid harm to nature conservation interests and will only be allowed where the benefits of a scheme clearly outweigh the harm caused and results in a biodiversity net gain for the parish, where appropriate.

## 6.6 Built Environment

6.6.1 Puttenham is a rural parish set in the Surrey Hills Area of Outstanding Natural Beauty. Puttenham village is the parish's main settlement and dates back to Saxon times. The Street runs through the historic core of the village which has a tight knit built form and includes a number of historic buildings dating between the 14<sup>th</sup> and 19<sup>th</sup> Centuries, many of which are former farm buildings, barns, hop kilns and workers cottages.



6.6.2 The village underwent rapid expansion during the Victorian and Edwardian period and also during the 20<sup>th</sup> Century with looser knit development on the periphery of the village, characterised by semi-detached houses and bungalows and, later, small estate development. The edge of the village is defined by its openness and undulating topography and the remainder of the parish is characterised by isolated houses and associated outbuildings and farmsteads.

6.6.3 The village has a traditional character and buildings typically exhibit local building materials found within the landscape, including the orange-red Wealden bricks (with bonding styles generally being English or Flemish), clay tile, flint, stone and render. Other traditional features include chimney stacks, tile hanging, weatherboarding and timber framing. Roofs are typically gable, with some use of half-hipped, cat slides and other roof forms. Trees also make an important contribution to the rural nature of the village and wider parish.



6.6.4 The Puttenham Conservation Area is focused on the historical village core but includes the surrounding countryside which forms the setting of the village. There are 33 Listed Buildings in Puttenham parish including two Grade II\* Listed Buildings, these being Puttenham Priory and St Johns the Baptist Church. The majority of Listed Buildings lie within the historic core of Puttenham village but 13 Grade II Listed Buildings lie outside of the Conservation Area in the rural parts of the parish.

6.6.5 There are 10 Areas of High Archaeological Potential in the parish, notably the historic core of the village. There are also a number of other AHAPs on the edge of the parish. There are two Scheduled Ancient Monuments in the parish (Hillbury Hillfort at Puttenham Common and Frowsbury Mound located just off the B3000).

6.6.6 The parish’s built and historic environment is cherished by local residents as identified through consultation on this Neighbourhood Plan.

6.6.7 For the purposes of policy P-BE2 (Backland and Infill Development), backland development is defined as “development of 'landlocked' sites behind existing buildings, such as rear gardens and private open space, usually within predominantly residential areas and often with no street frontages”. Infill development is defined as “the development of a relatively small gap between existing buildings in an otherwise built up street frontage”.

6.6.8 A Built Environment and Residential Design Guide has been prepared in support of the Neighbourhood Plan and provides useful and detailed design guidance for applicants.

Sustainable Development and Water Efficiency

6.6.9 The Environment Agency has designated the Thames Water region to be “seriously water stressed”. Future pressures on water resources will continue to increase and key factors are population growth and climate change.

6.6.10 The “highest national standard” set out in policy P-BE3 refers to any nationally described standard that has the lowest water consumption in new developments. Currently, the highest national standard for water efficiency is the “optional requirement” described by regulation 36 paragraph 2(b) of the Building Regulations 2010 (as amended) which sets a water efficiency standard for new dwellings of 110 litres per occupant per day. If one or more new national standards are introduced, the standards that have the lowest water consumption will apply.

**P-BE1 - Design**

- (a) All new development (including extensions to existing buildings) should be of high quality and sustainable design and construction and should respond positively to the parish’s built environment, local character, important local views and natural environment/landscape setting through design, scale, mass, form, architectural features and materials.
- (b) New development that is sympathetic to its local character, notably being the consistent use of local materials, layout, architectural features and the grain of the historic core and the open, countryside setting of the village edge, will be supported.
- (c) New development must consider the visual impact of traffic and parking (including on/off street parking and garages) on the local character and should seek to minimise intrusive parking provision.



**P-BE2 - Backland and Infill Development**

Backland and infill development will only be permitted where the following apply:

- (1) It can be demonstrated that the proposal:
  - a) is of an appropriate scale and mass
  - b) respects the local context and surrounding pattern of development in terms of density and plot width
  - c) retains appropriate separation between buildings
  - d) retains appropriate garden space for adjacent dwellings
- (2) And where the proposal would avoid an unacceptable impact on:
  - a) The character and appearance of the Puttenham Conservation Area
  - b) The amenity of neighbours
  - c) Parking and traffic congestion in the area
  - d) Loss of trees and biodiversity

**P-BE3 - Sustainable Development**

- (1) All new development should be designed to the highest standard of energy efficiency with careful consideration being given to the orientation of the principal rooms in new dwellings so that account is taken of future climate change, with passive solar gain and energy efficiency maximised.
- (2) Development proposals should maximise carbon reductions, incorporating renewable and/or low carbon technology unless robust justification is provided. Proposals for zero carbon development will be supported.
- (3) Development must be designed to be water efficient and reduce water consumption. New residential development must meet the highest national standard and refurbishments and other non-domestic development will be expected to meet BREEAM water-efficiency credits.

#### **P-BE4 - Puttenham Conservation Area**

- (1) Development proposals should be designed to a high quality and should preserve and enhance the character and appearance of the Puttenham Conservation Area and its setting, retaining those buildings and other features, including the areas trees and woodland, which make a significant contribution to the character of the Conservation Area and its setting.
- (2) Development proposals that cause harm to the character and appearance of the Conservation Area and/or its setting will not be permitted unless justified through public benefits that demonstrably outweigh the harm.
- (3) Any development proposals within or affecting the Puttenham Conservation Area should demonstrate how it will preserve and enhance the character and appearance of the Puttenham Conservation Area and/or its setting, as defined in the Puttenham Conservation Area Appraisal, and should be supported by information which identifies the significance of the heritage asset and demonstrates how points (1) and (2) have been met.

#### **P-BE5 - Listed Buildings**

- (1) Development proposals should have special regard to the preservation of the parish's Listed Buildings.
- (2) Development proposals that cause harm to the significance of a Listed Building (including their original structure, layout, architectural features, materials and historic landscape setting, including trees) should require clear and convincing justification and will only be permitted where the public benefits of the scheme demonstrably outweigh the harm identified.
- (3) Development proposals that seek to sympathetically repair and restore Listed Buildings (including the removal of unsympathetic non-original features and the reinstatement of historically appropriate features) and which bring Listed Buildings back into viable use will be supported.
- (3) Proposals affecting Listed Buildings (including their setting) should be supported by information which identifies the significance of the heritage asset and demonstrates how points (1) and (2) above have been met.

## 6.7 Community

6.7.1 Puttenham has a great sense of community with many clubs and organisations. Community facilities including the Church, Village Hall and sports pavilion are well used and central to village life.



6.7.2 Puttenham is relatively well served by formal recreation and play space which is accessible to the main parish population. This includes the recreation field and sports pavilion which is well used by the Puttenham United Football Team, the school and for community groups and events. Associated with this facility is also a tennis court, Skate Park and the John Green Play Area. Nearby is the Jubilee Field (otherwise known as

the Bonfire Field) which is well used for informal recreation space due to its central location and being accessible from both sides of the village. The Jubilee field also hosts parish events and has a small car park area. The parish also has various private facilities, including an 18-hole golf course, a cricket and a bowls club.

6.7.3 Furthermore, the parish benefits from extensive amounts of publicly accessible greenspace providing informal recreation space. Puttenham Common is a lowland heath managed and maintained by Surrey Wildlife Trust and is accessible all year round. Additionally, the North Downs Way – a 156 mile footpath running from Farnham to Dover in Kent – runs along the north edge of Puttenham Common and down through the village. The route is popular with walkers and ramblers from many age groups. A national cycle route also passes directly through the village.

6.7.4 A quantitative survey carried out by the Parish Council has identified that the parish is relatively well served by recreation facilities and open space and meets all of the required quantitative standards apart from allotment provision. However, parish consultation feedback suggests that there is a need for additional facilities, in particular for outdoor gym facilities for which charitable funding has been agreed. Consultation feedback also recognised that the parish's community facilities are valued by residents and play an important role in village life. Whilst there has been investment in these facilities in recent years, some are in need of further investment. Existing facilities should therefore be protected in the first instance and refurbished and enhanced where possible.



### **P-RP1 - Existing Community Facilities**

- (1) Development proposals that result in the loss of community facilities, including public open space, sports and recreational facilities and land (including playing fields) will not be permitted unless one or more of the following applies:
  - a) an assessment has been undertaken which clearly demonstrates that the existing facility and associated land is surplus to requirements and that all efforts have been made to retain the current use or attract similar uses.
  - b) the existing provision would be replaced by equivalent or better provision in terms of quantity, quality and location; or
  - c) the development is for alternative sports and recreational provision, the needs for which clearly outweigh the loss.

### **P-RP2 - Sports and Recreation Facilities**

- (1) Development proposals for the improvement of existing sport, recreation and play facilities, notably at the John Green Play Area identified on Figure 5 below, including their accessibility and linkages, will be permitted where in accordance with other Neighbourhood Plan policies.
- (2) Proposals for new sport, recreation and play facilities will be supported, with a preference for outdoor gym facilities on the hardstanding next to the football pavilion (Area B as indicated on Figure 5 below).



Figure 5 - Play Area Map

**P-RP3 - Allotments**

Development proposals which include the provision of allotments will be supported in appropriate locations subject to accordance with other Neighbourhood Plan policies

## 7. Community Aspirations

### Community Infrastructure Levy (CIL)

7.1 The Community Infrastructure Levy is a tariff-based system paid on new development to the Local Planning Authority. Guildford Borough Council are currently in the process of developing their CIL charging schedule and, once this is adopted, Puttenham Parish Council will receive CIL receipts for certain new development within the parish. One of the benefits of undertaking a Neighbourhood Plan is that a higher percentage of CIL receipts (25%) is handed down to the Parish Council to spend on appropriate local infrastructure where an adopted Neighbourhood Plan is in place.

#### CA1 - Project List

The Parish Council will work with key partners (including Guildford Borough Council, Surrey Hills AONB Board and Surrey County Council) in spending its share of Community Infrastructure Levy (CIL) funds, with particular attention given to the following key projects:

- Provision of village car park (see Policy TI2)
- Infrastructure (for example signage) encouraging the use of the village car park
- Replacement of poor quality (essential) highways signage with signage that is more appropriate to village context
- General highways improvements, in particular along The Street (See CP2)
- Improvements to existing recreation and play facilities (see Policy RP2)
- Provision of new recreation and play facilities (see Policy RP2)
- Village tree planting scheme (See Policy NE4)

#### CA2 – Road Safety

The Parish Council will seek funding and will lobby the Highways Authority (Surrey County Council) in considering a variety of options to improve road safety in the village. This will include the following road safety and traffic management measures as identified in the Transport and Parking Report:

- Introduction of a 20mph zone (within a specified distance of the village primary school) and associated signage
- Introduction of a 30mph zone on the B3000 and associated signage
- Installation of mirrors on identified hazardous bends on and near The Street
- Reduction of HGVs entering The Street
- Removal of non-essential traffic signs and road markings on The Street
- Introduction of speed tables at key locations, most likely at the east and west entrances/exits to the village
- Working to stop illegal parking within the village

### **CA3 – Footpaths and Cycleways**

The Parish Council will work with the relevant authorities (including Surrey County Council and Guildford Borough Council) to maintain, enhance and improve the quality and safety of the public footway and cycleway network within the village with a particular focus on links between and to key parish facilities and public transport connections as well as to the surrounding countryside

### **CA4 – Parking**

The Parish Council will work with the relevant authorities (including Surrey County Council and Guildford Borough Council) and will engage with local residents to consider a full range of options to reduce the parking of vehicles on The Street and to encourage the use of a village car park (as allocated through T12).

### **CA5 – Large Vehicles**

The Parish Council will engage with all relevant stakeholders to consider means of reducing the number of large delivery vehicles (HGVs) entering The Street. This will include engaging with local residents to influence and manage delivery habits as well as lobbying relevant agencies and authorities to influence the routing of satellite navigation systems.

### **CA6 – Bus Stop**

The Parish Council encourages its residents to use sustainable forms of transport and will work with the relevant agencies to achieve the following:

- The creation of a footpath to the existing bus stop on the Hog's Back; or
- Give further consideration to the re-location of the bus stop to its original position on the slip road by the B3000 / The Street junction.

### **CA7 – Sports, Recreation and Play Facilities**

The Parish Council will seek funding opportunities to facilitate improvements to existing sports, recreation and play facilities.



**CA8 – Trees**

The planting of trees in the parish will be supported, in particular within Puttenham village and in locations whereby the planting of trees would make a positive contribution to the Conservation Area.

The Parish Council will consider funding options to support landowners in planting new trees and hedgerows in the parish.

**CA9 – Allotments**

The Parish Council will consider requests for allotments and engage with relevant stakeholders (including landowners) to identify land for the provision of allotments where necessary.

## **8. Plan Delivery and Implementation**

8.1 Once adopted by Guildford Borough Council, the Puttenham Neighbourhood Plan will form part of the development plan for the Borough and will be used to determine planning applications within the parish. The Neighbourhood Plan will ultimately guide development in the Parish until 2033.

8.2 The Parish Council will also continue its efforts in working with the relevant agencies to overcome matters which are of importance to local residents but cannot necessarily be delivered through land use planning policies. These matters are set out in the Community Aspiration policies in Section 7 of this Plan.

8.3 All efforts have been made through the process of this Plan to ensure that the policies and allocations within are deliverable, as required by the National Planning Policy Framework.

## 9. Acknowledgements

9.1 This Neighbourhood Plan has been prepared on behalf of Puttenham Parish Council. The Parish Council would like to thank the following volunteers who have dedicated a great deal of time and effort into this project:

- Sally McIlroy
- Ian Cresswell
- David Binns
- Guy Thompson
- Verity Cassar

9.2 Also, thanks to current and former parish clerks, councillors and volunteers who have made significant contributions to the Neighbourhood Plan including Richard Griggs, John Green, Pip Adlam, Mike Blundell Jones, Wendy Hazzard, Leslie Clarke.

## **Appendix 1**

### **List of Supporting Documents**

1. National Planning Policy Framework (2019)
2. National Planning Practice Guidance
3. Guildford Borough Local Plan (2003) – saved policies
4. Guildford Borough Local Plan (2019)
5. Guildford Borough Local Plan Land Availability Assessment (2016) and Addendum (2017)
6. Guildford Borough Landscape Character Assessment (2017)
7. Guildford Borough Play Strategy 2016-21
8. Guildford Borough Settlement Hierarchy (2014) and Profiles (2013)
9. Guildford Borough SHMA (2015)
10. Guildford Borough Draft Infrastructure Delivery Plan (2017)
11. Guildford Borough Open Space, Sport and Recreation Assessment
12. Thames Basin Heath Special Protection Area Avoidance Strategy (2017)
13. Guildford Borough Green Belt and Countryside Study (2013)
14. Guildford Borough Transport Strategy (2017)
15. Guildford Borough Housing Strategy 2015-2020
16. Surrey Hills Area of Outstanding Beauty Management Plan 2014-2019

#### Documents Prepared by the Neighbourhood Plan Steering Group

1. Natural Environment Report
2. Built Environment and Residential Design Guidance
3. Recreation and Open Space Report
4. Housing Report
5. Affordable Housing Site Assessment Report
6. Transport and Parking Report

The above documents are available on the Parish Council website

[www.puttenham-pc.gov.uk](http://www.puttenham-pc.gov.uk)