Minutes of the Parish Council meeting held in The Old School Community Centre at 7.00 p.m. on Thursday 19 January 2012

Present: Cllrs. Keith Haisman (Chair), Derek Blake, Margaret Godwin, Phil Gryce, Gayle Mallows, Keith Mison, Alan Parsley, Peter Phillips, and Leslie Warmington

Clerk, Claire Ebeling

County Cllr. Jane Midwood, Borough Cllr. Alaric Pugh, PC Patricia Sinclair And 10 members of the public

- 1 **Apologies for absence** None
- 2 Register of members' interest None

Section of the meeting open to the public:

- Police report Report circulated. See attachment to the minutes. PC Sinclair added that extra vigilance is required as there have been a number of burglaries in Cowlinge and Wickhambrook. The Clerk added a report regarding policing in Clare see Correspondence section of these minutes (ref item 13e of minutes of meeting held on 15 December 2011).
- 4 **Parishioners' question time** No questions.
- 5 County Councillor's Report Cllr Midwood reported that she had attended the Suffolk County Council Health Scrutiny Committee in order to report on her personal dissatisfaction with the out of hours doctors service.

Cllr. Midwood reported that she had secured Quality of Life funding for Clare (£4,500 for the bus stop to comply with the DDA and £1000 to conduct a feasibility study, which Cllr. Midwood hopes will help to drive forward a pedestrian crossing for children walking to Clare Primary School.

Cllr. Phillips thanked Cllr, Midwood on behalf of Clare Parish Council.

Cllr Midwood reported her attendance at the recent Development Control Committee and remarked that school travel plans and car parking problems are a regular feature when the County is looking at school planning applications.

Borough Councillor's Report – Report circulated. See attachment to the minutes. Cllr. Pugh recommended the Clare Parish Council invite Cllr. Gower from Haverhill to present information on the One Haverhill initiative.

Cllr. Pugh suggested that it is possible that the Borough could give delegated powers to Clare Parish Council to deal with fly posting. Cllr. Parsley will investigate further.

Cllr. Haisman expressed concern to Cllr. Pugh about the Joint Development Management policies; particularly that section 26 is weak in terms of defences against planning applications and therefore is unhelpful in a defence against wind farms. Cllr. Haisman asked why this section has been made so weak and what can be done about it.

Cllr Godwin

Cllr Parsley

Cllr. Pugh responded as an unbiased member of the Development Control Committee that section 26 has to be in line with National Policy (that alternative energy provision cannot *not* be provided). However, he has investigated this issue on behalf of Clare Parish Council and suggested that other sections may be applicable and Cllr Pugh is happy to share his findings with Clare Parish Council (within the constraints of his membership of other committees).

7 To receive an update from Suffolk County Council on the future of Suffolk's libraries.

Cllr. Haisman introduced Stephen Taylor, whose role is 'Libraries Transformation Lead', who presented the update (See attachment to the minutes).

Parishioners and Councillors asked questions of Mr Taylor and he responded (also detailed in attached report).

Cllr. Haisman thanked Mr Taylor for attending the meeting and suggested that contact details be exchanged via the Clerk.

Clerk

End of public section of meeting

8 To approve minutes of previous meeting held on 15 December 2011

The minutes were approved. Proposed by Cllr Mison, seconded by Cllr Warmington and approved unanimously.

9 To receive an update on actions from the last meeting

Clerk confirmed that the actions have been completed.

10 Clerk's Report – see attachment to minutes

It was agreed that all Councillors and the Clerk would benefit from attending some Planning training. The Clerk will look into this and make the necessary arrangements.

Notice board – Cllr. Mallows will arrange for some improvements to be made to the notice board.

Clerk Cllr Mallows

11 Finance

Cllr Warmington presented the monthly accounts and cash flow report. Proposed by Cllr Warmington, seconded by Cllr Gryce and approved unanimously.

12 Correspondence - see attachment to minutes.

Parking in Clare – Clerk to forward the email from the Police to Simon Curl and to arrange for the Police and a Highways Committee member to walk around Clare together to note down the yellow lines that need repainting. A request for repainting will then be made to Suffolk County Council.

Friends of Clare Country Park invitation – all agreed that a meeting should include more than one member of the Friends group and should also include the County and Borough Councillors. Also that any decisions and recommendations should be minuted.

Suffolk Shines – The Clerk will pass the details on to the Parish Church committee.

La Crêperie – Request for stall on Market Hill approved.

Clerk

13 Committee Reports - for decisions required

a) Environment Committee – minutes of 30 November were circulated.

Following Cllr. Pugh's comments about fly posting, Cllr. Parsley stated that further discussion on the subject will take place at the next Environment Committee meeting regarding approaching the Borough regarding delegated powers.

Environment Committee

A reminder was raised that a risk assessment must be completed by the end of the financial year and the assessment should start in the Environment Committee.

- b) Emergency Planning Committee No meeting took place.
- c) Communications Committee No meeting took place. A meeting date will be set for the near future.
- d) Finance Committee Minutes of 6 December were circulated.

 Grants available for clubs/societies in Clare will appear as a standing agenda item.
- e) Highways Committee minutes of the meeting held on 5 December were circulated. Cllr Phillips reported that a meeting is to take place with the Head and Governors of Clare Primary School regarding parking in Erbury Place.

Cllr. Phillips requested a letter be sent to the County Council expressing the Parish Council's concern about Heavy Goods Vehicles transiting through Clare in terms of safety of

Clerk

parishioners and damage to the fabric of the town.

Parking Group – Cllr. Phillips recommended that a member of the Parking Group join the Highways Committee as a Lay Member. Agreed unanimously.

Cllr. Phillips wished to formally thank Cllr. Midwood for securing funding to conduct a feasibility study for a pedestrian crossing.

14 Planning

- a) No applications received.
- b) Applications received by the Clerk between publishing the agenda and this meeting
 None. Cllr. Pugh offered a point of information to explain the lack of applications; the
 Planning Department is in the process of changing computer systems.

Cllr. Haisman added two planning related actions; decisions are required on how to respond to the Development Management Plan and the 2031 document.

15 Reports – by exception

i) Clare Country Park – Clare Parish Council has commented on the boards drafted by Suffolk County Council. The boards will be on display in the left-hand half of the Visitors Centre in the Park from 3 February until 15 February. Cllr. Haisman reported on the contents of the proposal put together by Clare Parish Council. This will be updated and finalised shortly.

Cllr. Haisman

Cllr. Blake emphasised the importance of ensuring the proposal is financially viable and sustainable and expressed concern about the timescales if Suffolk County Council relinquish responsibility on 31 March 2012. Cllr. Haisman responded that this will be looked into after the proposal has been submitted.

Cllr. Phillips requested that a sentence be added to emphasise that the Country Park will be owned by the people of Clare.

Cllr. Mallows proposed to vote in favour of the proposal. Seconded by Cllr. Warmington and agreed unanimously.

Cllr. Haisman was thanked for his work in putting the proposal together.

ii) 4 Year Plan – Cllr. Mallows expressed concern that the contact list is lacking information for circulation purposes. The Clerk will forward her contacts list to Cllr. Haisman to complete. Cllr. Mallows has drafted the 4 Year Plan document and will send to the Community Groups for comments before it is sent to the whole community.

Clerk

Cllr. Mallows

iii) Annual Parish Meeting – Invitations will be sent to the Community Groups to present at the meeting and each of the community groups who receive support from Clare Parish Council will be asked to make a contribution to the Annual Parish Report. In addition the report should include the Chairman's Report, Finance Report and 4 Year Plan summary. Further details will be discussed at the next Communications Committee meeting.

Clerk

Use of Chapel – Since the refurbishment of the chapel, it is a shame that it is not used. There are security issues that mean the chapel cannot be left open, but it might be useable by Clare Ancient House Museum. Cllr. Blake will discuss this with the relevant contacts, but the problem will be the lack of electricity for heat and lighting. If a use can be found, it may be possible to obtain a grant for the electricity.

Cllr. Blake Cllr. Parsley

A concern was raised that the single volunteer to man the chapel was not responded to. The Clerk will investigate.

Clerk

Remembrance Day – Cllr. Haisman reported on a meeting with Rev. Stuart Mitchell, Suffolk County Council and Chief Inspector Martin Barnes-Smith regarding arrangements for road closures during Remembrance Sunday. There is now an officer designated responsibility for approval of road closure applications, which may now cost £750. Clare Parish Council will work with the Royal British Legion to secure the road closure for this year. No action until April

- To discuss the option of becoming a Town Council deferred until next meeting.
- 17 To discuss the invitation to the interim Board of Suffolk's Libraries IPS covered in Item 7.

18 To discuss items for the February Chevron

It was agreed that the next issue of Chevron should be dedicated to the Clare Parish Council proposal for the Country Park. Copies should go to all Clare Parishioners, a PDF version to local Parish Councils.

Cllr. Mallows thanked Cllr. Parsley for his contribution on recycling.

19 To receive agenda items for next meeting

- Inspector Ferrie Policing in Clare
- Cllr. Anne Gower One Haverhill to be invited to attend March meeting.

The meeting closed at 9.25pm

Clerk



Attachment to minutes – Item 3, Police Report:

The following local report was presented:

Countywide issues

Performance & Public confidence

- Suffolk is a very safe county. Crime levels, based on our end of year figures (2010/2011), show that crime levels
 have reduced for the 5th year in succession, meaning levels are at their lowest for a decade.
- National Confidence Measure British Crime Survey figures show that to December 2010, 54% of people believe that
 the police and local councils are dealing with the crime and ASB issues that matter in their area, putting Suffolk at 10th
 nationally for this measure of confidence.
- 92.3% of people feel safe where they live, the highest level for over two years (rolling 12 months to March 2011)
- 70.3% of people think we are tackling the things that matter in their community. This is the highest level for 2 years.
- End of year figures show that ASB is down 8% overall, with rowdy and inconsiderate behaviour down 10%. This equates to over 2000 less incidents of rowdy and inconsiderate behaviour.
- We have attended over 90% of emergency calls with our 15-minute target time, which is a quicker target time than the national target of 20 minutes.

Finance

- Suffolk is a low cost force, but in line with police forces across the county, we are facing an unprecedented financial situation. We are facing a cut in funding of approximately £13.5 million over the next four years, based on current estimates.
- In order to deliver the financial savings required, the STEP (Strategic Transformation and Efficiency Programme) has been created to examine all aspects of how we deliver service, reducing unnecessary bureaucracy and improving value for money.
- The Constabulary is operating a recruitment freeze for both officers and staff, and the Business Support Review is in the implementation phase of creating shared support units with Norfolk Constabulary. This will provide collaborative support to our frontline services, achieving savings of an estimated £9.8million over 4 years.
- We are looking at new ways of delivering our local policing, constructing a new model that protects frontline policing, suits local demand and reduces supervisory and management roles.
- Our funding comes from two sources; government grant and council tax precept Suffolk Police Authority froze this
 year's council tax at last year's levels in recognition on the economic pressures facing Suffolk residents.

Priorities

- Our latest Three-Year Plan has been published, which has moved away from national targets and focuses on what
 matters to Suffolk, this is available to view at www.suffolkpoliceauthority.org.uk.
- The top priorities identified through our consultation with communities are violence in public, drugs, house burglary, robbery, speeding and ASB. These have been worked into our priorities for the coming year and dedicated work will be undertaken to address these issues.
- Following consultation with our communities and an assessment of operational and organisational risks, the priorities for the constabulary for the next three years are to aim to:
 - Reduce crime and ASB
 - Improve the satisfaction of those that use our services and the confidence of the public in policing
 - Sustain the financial stability of Suffolk Police

<u>Estates</u>

- The Police Authority is working closely with our local councils and other agencies to explore ways in which we can use our properties and estate more effectively and efficiently. For example, it has purchased premises with Suffolk County Council, which will allow ageing properties in need of multi-million pound refurbishment to be sold off.
- An initiative called the 'Single Public Sector Estate' (SPSE) has been launched involving many parts of the public sector
 across Suffolk. The vision for the SPSE is to create an estate that supports the whole of the public sector, where staff
 from any public or partner organisation can work. The group is now looking at areas around the county so see where we
 can work collaboratively in respect of property needs.
- Ongoing projects include placing Safer Neighbourhood Team (SNT) offices in fire stations, council offices and schools.
 Framlingham SNT now shares premises with Framlingham Fire Service, and other SNTs around the county are being considered for this kind of collaboration

Police and Crime Commissioners

- The coalition Government intends to introduce directly-elected Police and Crime Commissioners (PCCs) to replace Police Authorities.
- Members of the public will directly vote for an individual to represent their community's policing needs, and the first elections are due to take place in May 2012.
- PCCs will be in place to ensure that police forces work to deliver value for money and that they are meeting local
 policing priorities.

Local Issues and Actions

Crimes...There has been 3 crimes reported since the last meeting in December 2011

- 1. Theft from motor vehicle Vehicle broken into overnight by cutting out quarter light glass nothing stolen
- 2. Burglary other building Unoccupied wardens house damaged and entered nothing stolen
- 3. Damage to motor vehicle Repeat victim had van scratched whilst left in country car park overnight.

Heating fuel is still a topical crime along with metal thefts so please be vigilant. We are also experiencing a spate of burglary other buildings now the New Year is here and these seem to be predominately in the Wickhambrook area.

To remind villagers of the new 101 non emergency phone number that is now up and running and appears to be as easy as it says.

Local meetings

St Edmundsbury Rural South Safer Neighbourhood Team has set up a public meeting to help decide priorities for the team and its partners to tackle in the local area.

These public meetings take place on a three monthly basis. Concerns will be fed back to the Safer Neighbourhood Team and partner agencies, which will look to provide solutions.

DATE: Thursday 8th March 2012

TIME: 7pm - 9pm

PLACE: To be announced

We really need your input as members of the community and the voice of Parish councils - please come along or send someone to represent you.

Attachment to minutes – Item 6, Borough Councillor's report

St Edmundsbury Borough Councillor's report to Clare Parish Council Period: 14th December-16th January 2011 Author: Councillor Alaric Pugh

This is a report on activities conducted by Alaric Pugh, Borough Councillor for Clare, on behalf of the whole community, following the election on 5th May 2011.

I am delighted to have been elected to represent Clare and work hard to do my best to uphold the interests of the town at St Edmundsbury Borough Council. The committees I sit on are: Development Control, Rural Working Party, Sustainable Development Working Party, New Tenancies Working Party and am a substitute on Performance and Audit. I attend Dedham and Stour Valley Area of Outstanding Natural Beauty Project and Clare Country Park Steering Group Meetings.

I expect to be in attendance at Parish Council meetings and will be happy to answer any questions from councillors or parishioners after my report. I am happy to run a surgery at a mutually convenient time with parishioners whose questions cannot be addressed at the Parish Council Meeting. My mobile phone number is: 07930460899 and email alaric.pugh@stedsbc.gov.uk

Training undertaken since last report Planning enforcement; Communications

- 2. Conferences/Exhibitions attended
- None
- 3. Civic events etc
 - Holocaust Memorial Service this Friday
- 4. Meetings attended (excluding Majority Group meetings)
 - Meetings re Clare Country Park
 - Development Control
 - Vision 2031
 - Full Council
 - Discussion of One Haverhill
 - Planning for the Parish Conference
 - Remembrance arrangements
- 5. Forthcoming meetings before next PC Meeting
 - Development Control
- Rural Working Party at which we will discuss Vision 2031 consultations
- Sustainable Development at which we will discuss
- Dedham Vale AONB and Stour Valley Project
- 6. Voting record items with significance to Clare community
- I voted in support of allowing development at Stoke College to enable vital repair work to a listed building
- I voted in favour of deferring Suffolk Police's request for a visually intrusive 30 metre radio mast in Bury St Edmunds

7. Current Clare issues involvement/parishioner requests to take forward

- Consultation and comment on the Draft Joint Development Management Policies document
- I would like to suggest that there would be value in Clare Parish Council understanding the progress of the organization One Haverhill and the economic development of Haverhill and propose that Councillor Anne Gower its founder and chair be invited to speak at the next PC Meeting
- The future of Clare Country Park discussions held with appropriate officers and members of the community
- Working for support for economic development in rural areas update March Sustainable Dev Committee
- I have supported various Highways discussions in Clare
- I will be asking question about funding for community organizations and Clare in Bloom in particular.

Attachment to minutes – Item 7, Update from Suffolk County Council on the future of Suffolk's libraries

Summery of report to Clare Parish Council, 19 January 2012.

Library Service Transformation update.

- The three founding Industrial and Provident Society (IPS) interim Board members have been appointed. They are: Clive Fox (Board Chairman), Shona Bendix and Mike Hosking. Clive chairs the Aldeburgh Library Steering Group and has experience in business, voluntary and arts organisations. Shona is Chief Executive of Suffolk Association of local Councils (SALC). Mike was until recently Assistant Director of Libraries and Lifelong Learning in Cambridgeshire County Council.
- The closing date for nominations for other members of the interim Board is Sunday 22 January.
- Alison Wheeler has been appointed General Manager. Alison is currently Suffolk County Council's head of service development for information, advice and library services and has over thirty years of experience in the library sector.
- The seven pilot schemes are developing and refining their business plans. The pilot period will begin from March.
- All library staff will transfer into the library service IPS by June. The expectation is that very few community governance groups will wish to be the employer; where they do and meet the criteria, staff could TUPE transfer in future.
- SCC remains the statutory library authority, and will contract the IPS to ensure the service is delivered. It has said that no libraries will close.
- The aim is that the IPS will support local governance groups to take responsibility for their library, and offer specialist advice and services. Until a constituted local group has formed, the IPS will run its library.
- Groups may take responsibility for the building and/or the staff, but are not obliged to do so.
 They may choose to stay an advisory group, ensuring their local library service the specific needs of their community.
- Clare Library may relocate, dependent on discussions around Clare Country Park and negotiation with the private landlord of the property the library currently occupies. However, Clare will continue to have a library for the foreseeable future.

Stephen Taylor Suffolk Libraries Transformation Lead

Questions from Parishioners of Clare, Councillor Blake,

Responded to by Stephen Taylor, Suffolk Libraries Transformation Lead

Q. The management structure will be made up of 7 founding members, but how will the local groups function?

This will be a matter for the group itself to decide. The pilots include groups with a variety of constitutions; including a town council, a company for charitable purposes, and an as yet unconstituted group of citizens. In order to be considered a viable group, it would need to have a constitution, which need not be long or complicated. It's up to the group to decide how much responsibility it takes on, using the Menu of Delegated responsibility to inform its decision.

Q. What are the expectations of the IPS in terms of contributions from the local groups? The IPS will expect the local group to engage with it in a contractual arrangement. The terms will relate to what level of responsibility the group takes on. The IPS will have to be satisfied that the local library is delivering the core service, as described in the contract the IPS will have with SCC. In financial terms, the expectation is that local libraries will save £100,000 across the county. The exact amount per library is not yet announced.

Q. What is the formula for allocating funds to a group?

In essence, the more responsibility a group takes the more budget it will have to control. An advisory group would not be expected to manage the staffing budget, although it might make suggestions to the IPS about changes in staffing deployment. Overall the library service budget will decrease by 10% in 2012/13 and a further 10% in 13/14.

Q. What is the legal status of a community group?

This will depend on the constitution of the community group. It will need to have at least a simple constitution to be able to take on governance. More advice will be available.

- Q. What will happen in terms of owned and privately leased buildings? I'm seeking more information on this question, and I will respond soon.
- Q. Is it possible to manage a group of libraries? If two or more groups want to work together, or there is community group related to a library and another library's community group wishes to take on that library, yes. We don't envisage "take-overs".
- Q. What are the timescales? There is concern that Community groups will need time to engage and work out the details before being left to manage the libraries.

The pilot scheme launches after 1 April, and will run for up to a year. The IPS will be working with communities that don't yet have governance groups to help develop them, as clearly it will need to have a wider pool of members than the eleven library groups involved in the pilots in order to elect an ongoing board within 18 months. Support will be available from IPS staff.

Q. It would be very helpful for the groups to receive an information pack of essential information/guidance. Are there plans for something like this to be provided?

Yes, and I have fed back your request for an early release.

Q. Will there be funding for volunteer services and training? (Normal practice for CAB and National Trust etc)

There will be funded training for staff and volunteers.

How much saving is being made between the existing service and the new projected service? Will the proposed service be as efficient as the existing one?

Moving the service to an IPS is predicted to save up to 27% of the base line budget. As a minimum, it's expected that the same level of service will be maintained, at less cost, so it will be more efficient. We think that the service will be more locally focused and therefore will improve, so will be better and cost less.

What is the source of IPS funding? Is that funding secure?

SCC has agreed the funding level for two years. SCC funding is likely to be a significant part of the IPS budget, but it will also look for other sources of income, thorough trading, and accessing funding streams not available at the moment to the library service as a part of SCC.

How would a local board be set up so that it is of a democratic and professional standard? Will it be comparable to a school governing body?

Any organisation wishing to be the library governance group would have to demonstrate that it represents the local community. It need not be directly elected. The comparison to school governing bodies is apt.

What is the formula for allocating funds to a specific library? Please see above.

Stephen Taylor

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Attachment to minutes – Item 10, Clerk's Report – January 2012

Action:

- Having attended the New Clerk SALC training, it would be beneficial to receive more detailed planning training. An in-house course can be provided by SALC and/or Development Control Training provided by the Borough.
- The Pashler's Alley notice board is very difficult to push pins into. Would it be possible for it to be backed in cork?

Noting:

• I have written to Isobel Wright requesting an update on progress finding a site for affordable housing in Clare.

Reported issues

Newly reported issues

I received reports of 2 cars repeatedly parking on the pavement (one outside the houses in the
converted auction house and the other (mainly at weekends) on the pavement outside the cottages
in Station Road. These were reported to the police and Ruth Horton has confirmed that both
offenders have been dealt with.

Update on previously reported issues

- The raised water meter outside Swan Antiques has been dealt with by Anglian Water.
- Missing and faded street signs. A second request has been made to St Edmundsbury Borough
 Council to replace street signs for Snow Hill, Bridewell Street, Callis Street and Hermitage Close
 (originally requested in August 2011). An email response promised that the signs will be replaced by
 the end of January 2012.

Borough planning decisions:

- TCA11/2187, Stour House, Stoke Road, Pollard one willow tree APPROVED
- SE/11/1318, Danem House, Stoke Road, Erection of conservatory APPROVED

Appeals:

• SE/11/0706, 22 Nethergate Street, Installation of 6 solar panels on rear roof

Attachment to minutes – Item 12, Correspondence:

Items for action

(all circulated to Parish Councillors)

Parking in Clare – email from Police	Some of the double yellow lines in the town are very worn, to the point of invisibility, and would need repainting. Action: Clerk
Friends of Country Park	Invitation to attend a meeting
Suffolk Shines	Offer of lighting gels in London 2012 colours for historic buildings with floodlights.
La Crêperie	A request has been received for a stall at the Italian and French markets.

Items for noting (copies available from the Clerk on request)

Essex County Council	Joint Waste Development Document – Notification of forthcoming consultation.
Suffolk County Council Notification of Temporary road closure	Date of closure 20 Feb to 24 Feb 2012 (08:00 to 16:00 hours). From entrance of Church Lane to building plot Number 3 for new gas connection. Notices on boards.
Suffolk Constabulary - Policing in Suffolk Villages	Letter acknowledging CPC letter requesting explanation regarding reduction in policing. Police update I spoke to Inspector Peter Ferrie, Police in Command for Clare (based Haverhill). Following our letter concerning police cover in Clare, Inspector Ferrie wanted to clarify the situation. He wished to emphasise that Clare Police Station is not closing and the officers are staying in Clare. In fact staffing will be increasing so that there are 2 PCs and 3 PCSOs. Inspector Ferrie admitted that his view is that the Clare staff would be better briefed and tasked if they were based at Haverhill, where there would be a Sergeant to report to. His long-term aim is that the Clare staff start and finish in Haverhill and will be supervised from Haverhill, but come to Clare for their whole shift and are not given tasks to do in Haverhill. He had put this proposal to Martin Barnes-Smith and it was rejected. Inspector Ferrie wished to emphasise that the crime figures for 2011 were the lowest for 3 years: 2009 – 73 recorded crimes in Clare 2010 – 88 recorded crimes in Clare 2011 – 70 recorded crimes in Clare. Many of these crimes have been criminal damage. Inspector Ferrie offered to come to a Parish Council meeting.
Broadband Residential Survey (SCC)	Posted on website, notice board and emailed to circulation list.

Church Street	A hole in the pavement/road outside 17 Church Street was reported to St Eds and has been dealt with.
Damage to pavement	Damage to the pavement to the rear of the Co-op was reported to St Eds.
Parishioner objection	A letter was received from a parishioner informing CPC of their objection to the planning application SE/11/1425 (Canhams Farm wind mast). An email acknowledging this has been sent in reply.
St Edmundsbury Borough Council/Forest Heath District Council	Joint Development Management Policies Preferred Options Consultation Document, circulated by email.

