

## **Lavenham Neighbourhood Plan Revision – selection of advisors for EGM**

### **Neighbourhood plans**

A neighbourhood plan puts in place planning policy for a neighbourhood area to guide future development. A neighbourhood plan is about the use and development of land and may contain a vision, aims, planning policies, proposals for improving the area or providing new facilities, or allocation of key sites for specific kinds of development. It may deal with a wide range of social, economic and environmental issues (such as housing, employment, design, heritage and transport) or it may focus on one or two issues only.

If successful at referendum, a neighbourhood plan will become part of the statutory development plan for the Babergh district.

A neighbourhood plan must meet certain specified basic conditions. These ensure plans contribute to the achievement of sustainable development, have regard to national policy and guidance and are in general conformity with adopted strategic local planning policies, and for the time being, certain EU regulations.

Neighbourhood plans are subject to an independent examination and any necessary modifications are then made to ensure they meet legal requirements.

The process requires a robust programme of community engagement and a proportionate evidence base should help to make sure that a neighbourhood plan is based on a proper understanding of the area and of the views, aspirations, wants and needs of local people. To ensure that it is easily digestible by residents and potential developers it should be written in plain English, avoid jargon and follow a logical process.

Central governments directive announced in the summer of 2024 to build 1.5 million new homes underscores the need for Neighbourhood Plans.

### **Selection of advisors**

As a first step the steering group reviewed the work of the those advising on NP2 and then made contact with them as under; -

Design Guide. Apart from minor editing to avoid confusion with the NP2, this report will remain as a core reference document to the revision and ongoing conversations. This consultant will be retained.

Landscape character and sensitivity assessment. This will also only require minor amendment aimed at avoiding confusion and the=is consultant will be retained.  
Census data consultant for NP2 will also be retained.

With regard to the appointment of a planning professional we consulted with BMSDC members and officers and they provided valuable input as to the scope, competence and experience of potential consultancies. -

Consultants A & B these two firms often work jointly on NPs and between them have undertaken 14 NPs, including 1 review, in BMSDC.

Consultancy C, made direct contact with the parish council and has not been involved in any NP work in the district for at least 10 years.

Consultancy D has undertaken 32 NPs, including 3 reviews in BMSDC.

The Advisor to NP1 and NP2, was contacted but did not revert. This Advisor may have withdrawn from the sector as apart from her work with Lavenham and another NP in the district, the consultant has not undertaken any further work in BMSDC.

Consultancy D was selected, due to its extensive experience and capabilities.

Advisor	Relevant experience within BMSDC	Fee day rate
A & B	Undertaken 14 NP, including 1 review. Information of work in progress unavailable.	£380 - £450.
C	None current.	First 25 days nil cost. Thereafter £250, max £10,000.
D	Undertaken 32 NP, completed, including 3 reviews. A further 4 at Pre-submission stage and another 4 at Examination stage.	£490.

LNP Group Submission: 16<sup>th</sup> June 2025

### **Legal Background:**

The Standing Financial Regulations Paragraph 11.1 h) says:

‘When it is to enter into a contract of less than £30,000.00 in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in paragraph (a) the RFO shall obtain 3 quotations (priced descriptions of the proposed supply) where the value is below £3,000.00 and above £1,000.00 the RFO shall strive to obtain 3 estimates.

### **Motion:**

Having considered the three quotes detailed above Council approves the appointment of Advisor D with the total spend on Professional Fees not to exceed the £8,000 approved in the Interim Budget approved at the June 5<sup>th</sup> Meeting of Council.

## Neighbourhood Planning Consultants

Last updated: February 2025



It is down to individual parish councils to decide whether or not they should employ / use the services of a Planning Consultant to help them prepare their neighbourhood plan. Some parishes have prepared their own plans with limited or no third party consultancy support.

Through our work, we in regular contact with a number of consultants. We list them below, together with the names of the plans they have been involved with. This is not a definitive list and other consultants / consultancy services may also work in this space. Our list is also presented in alphabetical order only.

The Royal Town Planning Institute (RTPI) website also has a planning consultancy search facility. See: <https://www.rtpiconsultants.co.uk/#/>

Consultant	Worked with / is working with ...
<b>Andrea Long BSc Hons MRTPI</b> <b>Compasspoint Planning</b> W: n/a E: <a href="mailto:andrea@compasspoint-planning.co.uk">andrea@compasspoint-planning.co.uk</a>	Andrea and Rachel work together, with one or other taking the lead role. Collectively they have worked with: Acton, Badwell Ash & Long Thurlow, Boxford, East Bergholt (their NP Review), Edwardstone, Fressingfield, Hitcham, Holbrook, Leavenheath, Redgrave, Walsham-le-Willows, Wetheringsett-cum-Brockford, Whatfield, and Wilby
<b>Rachel Leggett</b> <b>Rachel Leggett Associates</b> W: <a href="https://www.rachelleggett.co.uk">https://www.rachelleggett.co.uk</a> E: <a href="mailto:info@rachelleggett.co.uk">info@rachelleggett.co.uk</a>	
Chris Bowden MPhil, BA (Hons), MRTPI Formerly Navigus Planning Ltd [Nov 2024: Chris is no longer providing an NP consultancy service]	Hadleigh, Little Cornard, Newton, and Stradbroke
<b>Ian Poole BA Hons DMS MRTPI</b> <b>Places4People Planning Consultancy Ltd</b> W: n/a E: <a href="mailto:Places4people@outlook.com">Places4people@outlook.com</a>	Aldham (inc. Review), Assington, Baylham, Bentley, Beyton, Botesdale & Rickingham, Brettenham, Capel St Mary, Copdock & Washbrook, Drinkstone, Elmsett (inc. Review), Elmswell, Glemsford, Gt Waldingfield, Hartest, Haughley (inc. Review), Lawshall (inc. Review), Laxfield, Lt Waldingfield, Occold, Shimpling, Sroughton, Stanstead, Stowupland, Tattingstone, Thorndon, and Wherstead
<b>Rachel Hogger MRTPI</b> <b>Modicum Planning Ltd</b> W: <a href="https://www.modicumplanning.uk/">https://www.modicumplanning.uk/</a> E: <a href="mailto:rachel@modicumplanning.uk">rachel@modicumplanning.uk</a>	East Bergholt (adopted 2016) Lavenham [both the adopted 2016 Plan, and the 2024 Review which was not adopted]
<b>Louise Cornell, Mark Thompson, Katie Evans</b> <b>Collective Community Planning</b> W: <a href="https://www.collectivecommunityplanning.co.uk/">https://www.collectivecommunityplanning.co.uk/</a>	Bures, [a cross county / district NP] Diss & District [a cross county / district NP, with South Norfolk the lead LPA]

Note: pre 2018, Chris Bowden, Ian Poole and Rachel Hogger were also sub-contracted directly by Babergh & Mid Suffolk District Councils to help us offer a 'critical friend role' to some of the early uptake NP Groups.