



By email

Mrs SJ Bell
Parish Clerk to Witcham Parish Council

This matter is being dealt with by Rachel Hogger, Senior Strategic Planning Officer

Email: Rachel.hogger@eastcambs.gov.uk

Phone 01353 616206
My reference Reg 15/Witcham NP
Your reference
Date 09 July 2025

If you require this letter in large format, please email
ContactUs@eastcambs.gov.uk.

Dear Mrs Bell

Witcham Neighbourhood Plan Submission

I am writing to confirm receipt of the Witcham Neighbourhood Plan (Submission Draft Plan – May 2025) and supporting information, which the council received on 7 July 2025.

I have had the opportunity to review the documents submitted.

Statutory requirements

Where the submitted Neighbourhood Plan meets the statutory requirements set out in paragraph 6 of Schedule 4B of the Town and Country Planning Act 1990 (as amended), East Cambridgeshire District Council (ECDC) is required to publicise the Plan for a minimum of 6 weeks; invite representations; notify any consultation body referred to in the consultation statement; and send the draft Neighbourhood Plan to independent examination. For reference, the statutory requirements are available at: <http://www.legislation.gov.uk/ukpga/2011/20/schedule/10/enacted>. Specifically, paragraph 6 sets out a 'checklist' as to what East Cambridgeshire District Council must do, in order to confirm whether or not a valid set of documents have been submitted. That 'checklist' is used below, by way of reference:

Authorisation to prepare plan (as required by para 6(2)(a) of Sch 4B of the 1990 Act)

The plan was submitted by Witcham Parish Council and applies to the designated Witcham Neighbourhood Area. The boundary of the Neighbourhood Area is coterminous with the Witcham Parish boundary, and does not include land within any other parish. As a parish council, Witcham Parish Council is authorised to prepare a Neighbourhood Plan for the designated Witcham Neighbourhood Area. Para 6(2)(a) is therefore deemed to have been met.

Compliance with section 61F of the 1990 Act (as required by para 6(2)(b) of Sch 4B of the 1990 Act)

The district council has reviewed the wider requirements of Section 61F, and can confirm that Witcham Parish Council is authorised to act in relation to neighbourhood areas in the way it is proposing. Para 6(2)(b) is therefore deemed to have been met.

Compliance with para 1 of Sch 4B (as required by para 6(2)(c) of Sch 4B of the 1990 Act)

To comply with this particular requirement, regulation 15 of The Neighbourhood Planning (General) Regulations 2012 (as amended) sets out a further checklist of what documents are required to be submitted. That checklist is set out below:

Para 15(a): a map identifying the area to which the Plan will apply

The plan itself includes such a map. This requirement is therefore deemed met.

Para 15(b): a consultation statement

A consultation statement has been submitted and appears to meet the legislative requirements. This requirement is therefore deemed met.

Para 15(c): the proposed neighbourhood plan

A proposed neighbourhood plan has been submitted and appears to be in the form (in general terms) suitable to be a neighbourhood plan. This requirement is therefore deemed met.

Para 15(d): a 'basic conditions' statement

Such a statement has been submitted. Whilst it is not for the district council to assess and agree with its findings, it is satisfied that the statement as submitted is of the form to meet the requirements of the regulations. This requirement is therefore deemed met.

Para 15(e): an 'environment report'; or a 'determination statement' that the Plan is unlikely to have significant environmental effect.

East Cambridgeshire District Council issued an SEA determination statement on 2 June 2025. This requirement is therefore deemed met.

Para 15(f): modification proposals statement

This paragraph is not applicable to the submitted Witcham Neighbourhood Plan.

Compliance with para 4 of Sch 4B (as required by para 6(2)(d) of Sch 4B of the 1990 Act)

This is a largely 'catch all' requirement, checking whether the parish council appears to have met any wider regulations for the preparation and submission of the neighbourhood plan. The district council has not identified any deficiencies in this regard. Consequently, therefore, this requirement is therefore deemed met.

Compliance with sections 61E(2), 61J and 61L of the 1990 Act (as required by para 6(3) of Sch 4B of the 1990 Act)

The submitted neighbourhood plan sets out proposed planning policies which apply to the Witcham neighbourhood area only. The draft neighbourhood plan does not provide for the granting of planning permission for any development that is excluded development. 61L of the 1990 Act is not relevant to the submitted Witcham Neighbourhood Plan since the neighbourhood plan does not seek to grant planning permission directly (if the plan is made, development proposals will continue to be subject to the planning application process).

The submitted plan therefore appears to comply with para 6(3) and this requirement is therefore deemed to have been met.

Conclusion

In conclusion, the district council is satisfied that the submitted Witcham Neighbourhood Plan complies with the statutory requirements.

Next Steps

Having concluded that ECDC is satisfied that the submitted Witcham Neighbourhood Plan complies with the statutory requirements, the district council will therefore shortly proceed to publish the plan for a minimum 6-week consultation period, inviting representations during this time.

The Strategic Planning and Development Management team will therefore be in contact with Witcham Parish Council in due course to discuss further arrangements for the independent examination.

In the meantime, I would be happy to discuss any matters arising in this letter.

Yours sincerely



David Morren
Strategic Planning and Development Management Manager
Strategic Planning and Development Management