



# OTLEY NEIGHBOURHOOD PLAN

Shaping the Future of Otley

Otley  
Neighbourhood  
Plan Group

Inspection Draft version 3.2

<b>1</b>	<b><i>Introduction.....</i></b>	<b>4</b>
1.2	What is a Neighbourhood Plan?.....	4
1.3	Local Plan.....	5
1.4	The Otley Neighbourhood Plan.....	5
1.5	The Neighbourhood Plan Group.....	6
1.6	Public Consultation .....	7
1.7	Evidence.....	8
1.8	Strategic Environmental Assessment.....	9
1.9	Habitat Regulations Assessment.....	9
1.10	Monitoring the Plan .....	9
1.11	Reviewing the Plan.....	9
<b>2</b>	<b><i>Parish Summary / Context.....</i></b>	<b>10</b>
2.2	Built and Below Ground Heritage .....	12
<b>3</b>	<b><i>Our Vision.....</i></b>	<b>17</b>
<b>4</b>	<b><i>Policies.....</i></b>	<b>18</b>
4.1	Objectives of the Plan.....	18
4.2	Landscape Ecology and Biodiversity.....	19
4.3	Protection of Built and Below Ground Heritage.....	28
4.4	Local Green Spaces .....	30
4.5	Climate Change .....	33
4.6	Housing & Development Design .....	34
4.7	Business, Shops and Services .....	44
4.8	Transport and Traffic.....	45
4.9	Further Education .....	48
4.10	Community Services.....	49
<b>5</b>	<b><i>References.....</i></b>	<b>50</b>
	<i>Appendix A - Neighbourhood Area.....</i>	<i>51</i>
	<i>Appendix B - Otley Village Settlement Boundary. (SCLP 3.3) .....</i>	<i>53</i>
	<i>Appendix C – Plan Showing Important and Characteristic Views .....</i>	<i>55</i>
	<i>Appendix D - Map of distinct settlements across the Parish.....</i>	<i>66</i>
	<i>Appendix E – Swiss Cottage Farm site as identified in the Local Plan .....</i>	<i>67</i>
	<i>Appendix F – Swiss Cottage Farm site green corridor zones and planting. ....</i>	<i>68</i>
	<i>Appendix G – Local Green Spaces In Context.....</i>	<i>69</i>

*Appendix H – Suffolk Wildlife Report ..... 70*

*Appendix J – Definitive Map..... 71*

*Appendix K – Policies Map ..... 73*

## 1 Introduction

- 1.1.1 The Otley Parish Council is pleased to present the Neighbourhood Plan for adoption by the residents of the Parish of Otley to help the consideration of planning applications within the parish to 2036.
- 1.1.2 When “made” the Neighbourhood Plan will be used by the Parish Council when commenting on planning applications as well as by East Suffolk Council when determining applications. The Neighbourhood Plan fits within a policy framework which includes national planning policies and the Suffolk Coastal Local Plan (2020) (Hereafter “the Local Plan”).

### 1.2 What is a Neighbourhood Plan?

- 1.2.1 Neighbourhood plans were introduced as part of the Localism Act of 2011 and are a means of empowering local communities such as Otley Parish to use the planning system to promote appropriate development in their Neighbourhood Area. The Neighbourhood Area for Otley is designated as the whole of Otley Parish as shown in Appendix A.
- 1.2.2 The National Policy Planning Framework (NPPF 2023) provides a strategic context at a national level and all planning decisions must consider the policies within the NPPF.
- 1.2.3 According to strategic policies contained within the National Planning Policy Framework 2023, neighbourhood plans give communities the power to develop a shared vision for their area. Communities can shape, direct and help deliver appropriate development by influencing planning decisions, providing a level of detail for the designated neighbourhood area which is not in the Local Plan.
- 1.2.4 NPPF (2023) paragraph 13 states that:

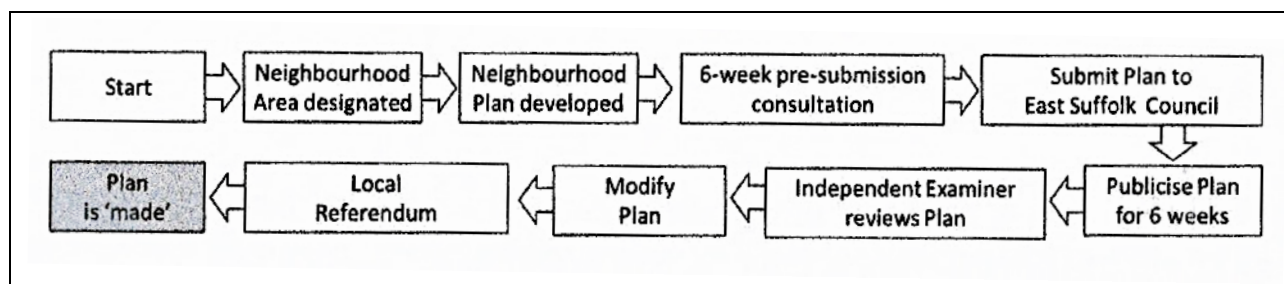
*“Neighbourhood plans should support the delivery of strategic policies contained in local plans or spatial development strategies; and should shape and direct development that is outside of these strategic policies”.*
- 1.2.5 Under the basic conditions against which Neighbourhood Plans are examined, neighbourhood plans must have regard for national planning policy as set out in the NPPF as well as being in general conformity with the strategic policies of the Local Plan. In plain English this means that a neighbourhood plan cannot act in opposition to policy statements in the NPPF or the Local Plan.
- 1.2.6 The Local Planning Authority (East Suffolk Council) appoints an independent examiner who will assess the draft Neighbourhood Plan and associated documents against basic conditions and suggest modifications where necessary.
- 1.2.7 If approved by the independent examiner, the Neighbourhood Plan is then put to a referendum where residents on the electoral roll for Otley Parish will be invited to vote on the plan. If a majority of voters taking part in the referendum accept the plan, then it will come into force as part of the statutory development plan for the parish. Planning law requires that applications for planning permission be determined in accordance with the local plan and thereby the neighbourhood plan.
- 1.2.8 It is important for all voters in the Parish of Otley to cast their vote at the referendum in order to have their say on the acceptance or otherwise of the Neighbourhood Plan. If accepted by the Parish at the referendum, the Otley Neighbourhood Plan will be a statutory consideration in determining all relevant planning applications within the Parish of Otley.

### 1.3 Local Plan

- 1.3.1 The Suffolk Coastal Local Plan (2020) was formally adopted by East Suffolk Council in September 2020.
- 1.3.2 Suffolk Mineral and Waste Local Plan (SMWLP) was also adopted in 2020 and policies will need to be considered where applicable. Within the plan boundary is a safeguarded facility and policy GP10 of SWMLP will apply. Additionally, to the south of the “settlement” is in the Minerals Consultation Area and will have to adhere to the policies in the SWMLP (MP10).

### 1.4 The Otley Neighbourhood Plan

- 1.4.1 A neighbourhood plan is a formal statutory document, and it must meet what are termed “Basic Conditions” set out for planning regulations. These relate to having regard for national policy (defined in NPPF), compatibility to European Union obligations, achieving sustainable development, and general conformity with strategic local policy as defined in the Local Plan.
- 1.4.2 The independent examiner appointed by the Local Planning Authority will test the neighbourhood plan against the basic conditions as part of the formal examination stage and other requirements set out in law.
- 1.4.3 The Otley Parish Council is the qualifying body for the purposes of preparing the Neighbourhood Plan and the designated area is the whole of Otley Parish as confirmed by Suffolk Coastal District Council in March 2019. See Appendix A.
- 1.4.4 Otley Parish Council agreed to formally start work on a neighbourhood plan in December 2018 following support from residents at the Annual Parish Meeting. A local working party (The Group) consisting of residents and members of Otley Parish Council was created to work on preparing a plan.
- 1.4.5 During the preparation of the Otley Neighbourhood Plan, the working party has taken guidance from the Local Planning Authority (East Suffolk Council) and has reported to the Parish Council throughout the process and at key stages in its preparation.
- 1.4.6 The vision for Otley Parish through to 2036 and the policies supporting that vision have been developed from analysis of a parish survey (2019) and planning policies as contained in the Local Plan and the National Planning Policy Framework. The Otley Neighbourhood Plan is valid through to 2036 to reflect the same time period as the Local Plan.
- 1.4.7 The Otley Neighbourhood Plan is important – it will provide for more community control on the type of development permitted within the Parish.
- 1.4.8 The Plan development process has been as indicated below.



## 1.5 The Neighbourhood Plan Group

- 1.5.1 The development of the Otley Neighbourhood Plan has been enabled by a group of volunteers from within the Parish.

Those Volunteers were:

Martin Liddell	- Chair of Group, Parish Council Member and resident. (Until June 2023).
Gavin Grant	- Parish Council Member and resident - Chair of Group from June 2023.
Emma Flint	- Parish Council Member and resident.
Sarah Corcoran	- Resident.
Andrew Graham	- Resident.
Denise Wilcox	- Resident.
Kyrsty Beattie	- Resident.
Angus Beattie	- Resident.
Claire Gasson	- Parish Council Member and resident
Abby Lord	- Parish Council Member.

- 1.5.2 The work to bring forward the Otley Neighbourhood Plan spanned a period of several years. The work was carried out with the intention to improve the future of the Parish.
- 1.5.3 The financial costs of the work carried out by The Group were funded by government grants so as not to burden the limited financial resources of the Parish Council. Grant funding eligibility was limited to material costs and the engagement of consultants in limited specialist areas. None of the Neighbourhood Plan Group were paid for their services or time.

## 1.6 Public Consultation

- 1.6.1 The Otley Neighbourhood Plan has been developed in consultation with the Parish Council and the residents of Otley Parish. Guidance and support has been provided by the planning department in East Suffolk Council. Key dates include:

July 2018	- Suffolk Coastal DC, consultation (8 weeks from 20.07.2018) on Local Plan proposals.
September 2018	- Community consultation and meeting in Otley Village Hall to discuss proposed SHELAA development site options and Suffolk Coastal District Council Local Plan proposal (3 <sup>rd</sup> September).
November 2018	- Otley Parish Council decides to develop a neighbourhood plan for the parish.
January 2019	- Invitation to residents to join the Otley Neighbourhood Plan Group (The Group).
March 2019	- Inaugural meeting of The Group.
April 2019	- Suffolk Coastal and Waveney Councils combined to form East Suffolk Council.
April 2019	- Otley Neighbourhood Plan Area approved
July 2019	- Members of the group met with East Suffolk Council
August 2019	- Leaflet distribution throughout parish to inform about the development of a Neighbourhood Plan and the upcoming questionnaire and call for feedback.
October 2019	- Otley Neighbourhood Plan Questionnaire distributed to all parish residents.
February 2020	- Update meeting with East Suffolk Council.
March 2020	- Consultation Event held in Otley Village Hall.
September 2020	- Suffolk Coastal Local Plan (Now ESC) formally adopted.
October 2020	- First Draft of Otley Neighbourhood plan completed.
February 2021	- Meeting with East Suffolk Council.
March 2021	- Written feedback from East Suffolk Council on first draft of plan
September 2021	- Written feedback from East Suffolk Council on second draft of plan
October 2021	- Meeting with East Suffolk Council.
November 2022	- Meeting with East Suffolk Council.
November 2022	- Feedback (design) from East Suffolk Council regarding SCLP12.58 in ONP Context.
December 2022	- Written feedback from East Suffolk Council on Draft Plan.
May 2023	- Version 2.0 Neighbourhood Plan.
June 2023	- Meeting with East Suffolk Council.
September 2023	- Consultation process with Norton Taylor Nunn Ltd.
October 2023	- Version 3.0 Neighbourhood Plan.
December 2023	- Consultation Draft of Neighbourhood Plan.
December 2023	- Leaflet distribution to advertise consultation event.
January 2024	- Consultation Event in Village Hall and Consultation Period
8 <sup>th</sup> January 2024 – 26 <sup>th</sup> February 2024	- Public consultation period.
March 2024	- Meeting with Norton Taylor Nunn Ltd regarding responses from consultees.
April 2024	- Meeting with East Suffolk Council.
4 <sup>th</sup> March 2024 – 15 <sup>th</sup> May 2024	- Statutory consultation with various public bodies.
June 2024	- Version 3.1 of Neighbourhood Plan (Post Consultation).
July 2024	- Otley Parish Council approve the Otley Neighbourhood Plan.

## 1.7 Evidence

### 1.7.1 Preparation for evidence gathering

Before drafting the Plan, The Group set about gathering evidence of the views and values of the local community. A village survey was carried out in Autumn 2019 and in March 2020 a public consultation and engagement session was held to present and invite discussion and comments on the results. The Group also drew on evidence from the public consultation meeting prior to the first draft of the Local Plan in 2018. These sources of information were the primary evidence to ensure that the policies set out in the Neighbourhood Plan are grounded in the community's shared views and aspirations for the future of Otley Parish.

### 1.7.2 The Otley Neighbourhood Plan Questionnaire

- 1.7.2.1 A self-completion questionnaire designed by The Group was distributed to all properties in Otley Parish on 28<sup>th</sup> October 2019 and returned by 11<sup>th</sup> November 2019. Questions covered various topics including perceived levels of relative importance of local facilities, environment and services as well as future development plans.

A copy of the Neighbourhood Plan questionnaire is available in the Otley Neighbourhood Plan Consultation Statement.

- 1.7.2.2 In total 264 completed questionnaires were received from 135 addresses representing 47% of households in Otley Parish.

- 1.7.2.3 The questionnaire responses were carefully analysed by The Group and used to inform the policies.

### 1.7.3 The First Consultation Event

- 1.7.3.1 Further community engagement in the form of a public consultation event in the village hall during March 2020, provision of a dedicated and monitored email address and phone number sought to ensure that the community could communicate their views to The Group throughout the preparation process.

- 1.7.3.2 Comments made by residents, when responding to the questionnaire relating to non-development issues (e.g. Mobile phone signal quality) have been reviewed. These issues represent community aspirations that the Parish Council will seek to address separately from the Neighbourhood Plan.

### 1.7.4 The Second Consultation Event

- 1.7.4.1 Comments Following recommended consultation guidance a further consultation event was hosted at Otley Village Hall in January 2024 to display and explain the Consultation Draft Neighbourhood Plan with members of the Neighbourhood Plan Team available to answer questions.

- 1.7.4.2 Responses and comments were invited at the event, but could also be submitted to the Village Store, and by e-mail during the consultation period.

- 1.7.4.3 Consultation responses were sought and received from a number of public stakeholder bodies as detailed in the consultation statement.



## 1.8 Strategic Environmental Assessment

- 1.8.1 The Strategic Environmental Assessment was carried out by East Suffolk Council in consultation with various stakeholders (Environment Agency, Natural England and Historic England) during May 2023. No concerns were raised in the assessment.

## 1.9 Habitat Regulations Assessment

- 1.9.1 The Habitat Assessment was carried out by East Suffolk Council in consultation with Natural England in May 2023. No concerns were raised in the assessment. In general, Otley Parish Council seeks to promote planting of native species and natural boundaries in preference to hard boundaries, in order to promote wildlife conservation and diversity.

## 1.10 Monitoring the Plan

- 1.10.1 As the responsible body for preparing a neighbourhood plan covering the parish of Otley, it will fall to Otley Parish Council to monitor progress against the Neighbourhood Plan's objectives and to ensure that it remains relevant.

## 1.11 Reviewing the Plan

- 1.11.1 If there is a significant change in planning regulations or in the East Suffolk Local Plan, or every 5 years whichever occurs sooner, the Parish Council will review the Plan to consider whether the Plan still meets the needs of the village. If the Parish Council considers a replacement Plan is required, the policies of this Plan will remain in effect until the replacement is 'Made' by the Local Planning Authority or successor authority.

## 2 Parish Summary / Context

- 2.1.1 The Parish of Otley lies in the county of Suffolk approximately 8 miles north of Ipswich and around 5 miles northwest of Woodbridge.
- 2.1.2 The Parish covers approximately 3.5 square miles (8.8km<sup>2</sup>) within the Local Authority area of East Suffolk Council - formerly known as Suffolk Coastal District Council. The main settlement of the village is located centrally within the Parish. The Parish land usage is mainly agricultural with the main settlement surrounded by scattered settlements and farmsteads.
- 2.1.3 The regional arterial routes of the A12 and A14/A140 lie equidistant to the east and west of the Parish respectively with the A1120 to the north. The B1079 runs through the Parish passing through the main settlement linking it to Woodbridge. The B1078 passes through the south of the Parish linking the A140 and the A12 by connecting with the B1079 at Otley Bottom.
- 2.1.4 The existing settlement has a strong linear pattern along radiating roads, with groups of houses separated by open farmland gaps. A one plot deep pattern is prevalent but there are small estates added in the second half of the 20th century, such as Vine Road. These tend to be lower density and fit well into the grain of the settlement. Houses on higher land are glimpsed from the wider landscape but generally the village is absorbed by well vegetated margins. Otley has the character of two cores, with outlying settlements and farmsteads.
- 2.1.5 There are few small houses in the village for first time buyers and this is reflected in the demographic of the village. The 2021 Census gives a population for Otley of 710. The data indicates 30.8% of residents are aged 65+ which is significantly higher than the England average at 18.4%. 50% of residents are aged 20-64, lower than the England average of 58.4% and 19.4% of the population are aged 0-19 years, lower than the England average of 23%. The data indicates a need for any future developments to be inclusive to the needs of an aging population, with homes being adaptable and outdoor spaces being well lit, safe and easily navigable. It is important to ensure that the needs of all residents are catered for, recognising the likely needs of an ageing population.
- 2.1.6 Otley has a church, a chapel, village shop/post office, doctor's surgery, public house, village hall, scout hut, playing field, bowling green, and a primary school (with usually between 45 and 60 pupils). The village is served by the Suffolk County Council Mobile Library service.
- 2.1.7 To the south of Otley village, on the edge of the parish lies Suffolk New College - Suffolk Rural (Formerly Otley College) - a further education college.
- 2.1.8 There is a diverse range of other employers and businesses within the village.
- 2.1.9 Suffolk Wildlife Trust was instructed by Otley Parish Council to undertake a landscape and ecological evaluation of the parish as part of the Neighbourhood Plan. This was intended to provide the Neighbourhood Plan Working Group with an evaluation of landscape character and in particular, highlight specific habitats and associated ecological networks and biodiversity.
- 2.1.10 Most of the landscape character type of the parish is defined as 'Ancient Estate Claylands', but where the headwater streams of the River Lark\* drain in a south-easterly direction from a central location, the landscape is distinctly different and is defined as 'Rolling Valley Claylands'. In the southernmost part of the parish a third landscape character type, 'Ancient Rolling Farmlands', intrudes from the south.

\*The river Lark has also been known as the Fynn or Finn locally after the River Fynn of which it is a tributary.

- 2.1.11 Otley contains a statutory designated site: Moat Farm Meadow Site of Special Scientific Interest (SSSI). SSSIs represent areas of national importance due to their flora, fauna, geological or physiological features. Otley Gull, is a feature of ecological (and geological) interest and has been designated as a County Wildlife Site.
- 2.1.12 Five Priority Habitats have been identified within the Parish: ancient species-rich hedgerows, lowland mixed deciduous woodland, lowland meadows, rivers and ponds. Across the Parish, 33 UK and Suffolk Priority Species have been recorded which complement and help define the biodiversity value of the locality.
- 2.1.13 The ecological network across the parish is underpinned by the wooded corridors associated with the streams known as gulls. Interconnecting hedgerows are also an important feature of this network, along with other blocks of semi-natural habitat.
- 2.1.14 Development Management guidance for any new developments within the area covered by this Neighbourhood Plan should seek to protect existing landscape and ecological assets and restore, enhance and reconnect the ecological network.

The Suffolk Wildlife Trust Landscape and Ecological Assessment can be viewed at:  
[Otley-Neighbourhood-Plan-Landscape-and-Wildlife-Evaluation-1.pdf \(onesuffolk.net\)](#)

## 2.2 Built and Below Ground Heritage

2.2.1 Otley has a single Grade 1 listed building and 16 Grade 2 listed buildings including Otley Hall, High House and St. Mary's Church. The parish also has two Scheduled Ancient Monuments, a Motte Castle, located in the south of the Parish near Otley Bottom, the Historic England reference number for which is 1017916 and a Moated site west of Otley Hall the Historic England reference number for which is 1007685.

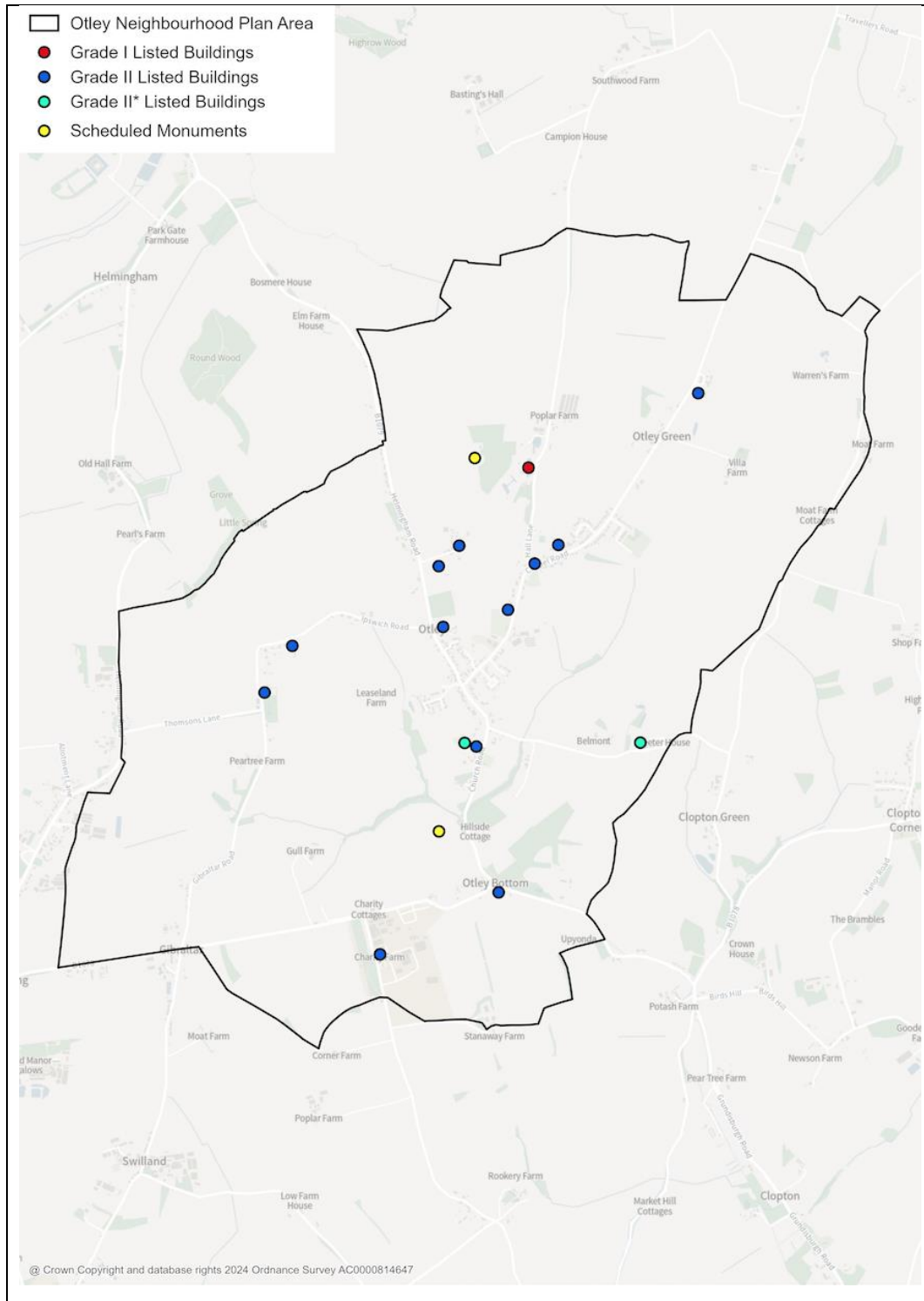


Figure 2-1 Listed buildings and Scheduled Monuments in the Otley Neighbourhood Plan area.

- 2.2.2 Motte castles are medieval fortifications introduced into Britain by the Normans. They comprised a large conical mound of earth or rubble, the motte, surmounted by a palisade and a stone or timber tower. In a majority of examples an embanked enclosure containing additional buildings, the bailey, adjoined the motte. Motte castles and motte-and-bailey castles acted as garrison forts during offensive military operations, as strongholds, and, in many cases, as aristocratic residences and as centres of local or royal administration. Built in towns, villages and open countryside, motte castles generally occupied strategic positions dominating their immediate locality and, as a result, are the most visually impressive monuments of the early post-Conquest period surviving in the modern landscape.

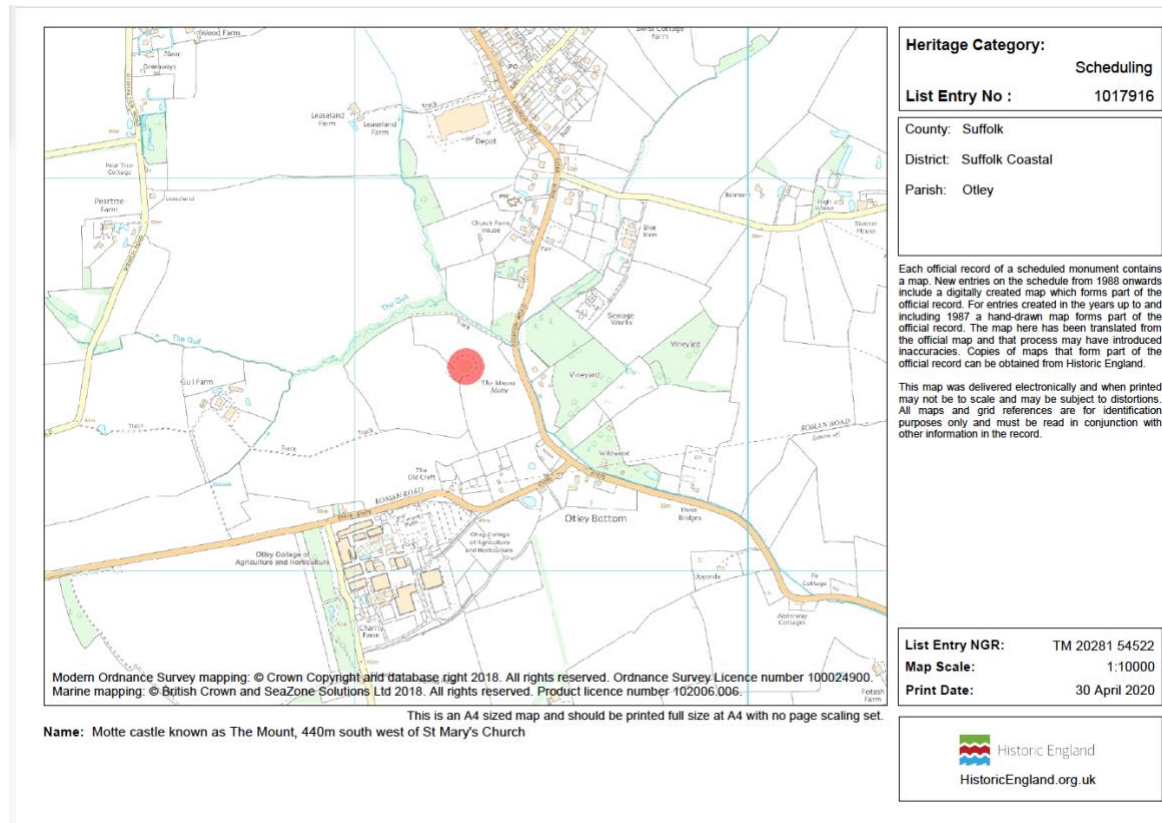


Figure 2-2 Location of The Mount

The motte castle known as The Mount is a good example of this type of fortification and is sited characteristically to dominate the village of Otley and one of the approaches to it. The mound remains an impressive feature and will contain archaeological evidence of the timber structures which originally stood upon it, as well as other evidence relating to its original construction and subsequent use. Further archaeological remains will be contained in deposits in the infill of the ditch, and evidence for earlier land use, predating the construction of the castle, is also likely to be preserved in soils buried beneath the mound.

From this position it overlooks the village of Otley to the north and the road to Clopton and Grundisburgh which follows the course of the River Lark to the east. The motte is visible as a large, sub-circular mound measuring approximately 50m in diameter at the base and standing to a height of approximately 4m. The lower sides are steeply sloped and the top, which measures up to 37m in diameter, is slightly, but asymmetrically convex in profile, highest on the north side, rather than completely level. The mound is encircled by a wide ditch which has become largely infilled, but which will survive as a buried feature. On the south west side, where this ditch is not under cultivation, it is visible as a hollow up to 18m in width and approximately 1m in depth below the surface of the adjoining field. Elsewhere it can be traced as a slightly dished platform or a gentle inward slope to the base of the mound.

- 2.2.3 The moated site 200m west of Otley Hall survives well and the form, with an outer bank and ditch, is unusual. Its relationship to Otley Hall is of particular interest. The site will contain important archaeological information concerning its construction and use, and evidence of earlier land use will be preserved in soils buried beneath the bank and the raised surface of the central island. (Historic England Official List entry).
- 2.2.4 Otley is first mentioned by name in the Domesday Book of 1086. The name is thought to mean 'the clearing or meadow of Ota', who would have been an early Anglo-Saxon settler. He was by no means the first person to settle here, Romano-British pottery found near the church indicates much earlier habitation. There are certainly other similar or, perhaps even older sites yet to be discovered. The Romans drove a road through what is now the southern end of the village, and archaeological evidence suggests that there were several Roman settlements in the area, although none has yet been found in Otley itself.
- 2.2.5 The early medieval period has left only scant remains; visually, the Mount at Otley Bottoms, now thought to be the original site of the Manor of Netherhall, is the most prominent. Slightly later the church was rebuilt in stone.
- 2.2.6 The liberal scattering of moated homestead sites in the village, most of them now fragmentary if not completely erased, bear witness to a thriving community in the middle and later years of the medieval period, and field walking is currently bringing to light a growing number of humble dwellings of similar date. It is possible that just a few of the existing timber-framed houses have their origins in the latter part of the Middle Ages, although close analysis of their construction to confirm this has yet to be undertaken.
- 2.2.7 The picture that emerges at the dawn of the 'Early Modern' era is a village of widely scattered farmsteads, set in broad wooded pastures, and with no clearly defined centre as such. The yeomen derived their living from cattle farming, particularly dairying, with cereal production (mainly wheat) as a sideline. This system of farming was already well established by the end of the 15<sup>th</sup> century and continued with very little change until Napoleonic Wars swung the pendulum abruptly and, as it transpired, irrevocably, to the plough.
- 2.2.8 Of the listed Buildings in Otley, below are a potted history of arguably the most significant, either built or having connections with the Gosnold family, local landowners, who had great influence on the layout of the ancient hedgerows and wooded areas in the 14<sup>th</sup> and 15<sup>th</sup> centuries



#### 2.2.9 OTLEY HALL



*Figure 2-3 Otley Hall*

The earliest part of this splendid house is thought to have been built by John Gosnold in the 15<sup>th</sup> century - the present kitchen wing originates from that time. His son, Robert I ('*The Elder*') became Lord of the Manor of Netherhall in 1543, at which date the house may have first assumed manorial status. Major additions and extensions to the house were made by Robert III ('*The Justice*') in the period 1573 - 1615. The west wing and the gallery are of that age. Robert III married Ursula Naunton of Letheringham and their coats of arms are still to be seen in one of the bedrooms of the hall. He was the uncle of Bartholomew Gosnold, who sailed to America.

Otley Hall remained the property of the Gosnold family until about 1668, when financial difficulties arising from the Civil War (the Gosnolds were Royalists) forced its sale. It was owned for a short while by Sir Anthony Deane, Commissioner for the Navy and member of parliament for Harwich, before passing to the Rebow family of Wivenhoe, Essex, around 1686. They held it, not as a mansion, but as a tenanted farmhouse, until 1900.

#### 2.2.10 HIGH HOUSE

This is another beautiful early 16<sup>th</sup> century house, thought to have been held by the Gosnold family from before 1572 to around 1615, when it was bought by the Leman family of Brampton and Beccles; they owned it until 1837. Anthony Gosnold, brother of Robert III of Otley Hall, and father of Bartholomew, numbered this house among his various properties, and may well have lived here. It is therefore possible (but as yet unproven) that Barthomolew grew up here. He later married and moved to the Bury St. Edmunds area, where he had seven children, including a daughter Martha, who died as an infant and after whom the famous Martha's Vineyard in the U.S.A. was named.

#### 2.2.11 CHURCH HOUSE

This house possibly dates from the post-Reformation period (after 1540); it contains an ornate beam, said to be the rood-beam which would have been forcibly removed from the church (and ought to have been destroyed) in those years of religious unrest. The date of the earliest Gosnold connection with the house is unknown, but after Otley Hall had been sold by Robert VII, who died shortly afterwards, his brother and heir Lionel, the Rector of Otley, lived here until his death in 1702/3. His

son, also named Lionel, was a barrister in London, and it is thought that he sold the house around 1710, thus marking the end of the association of the Gosnold line in Otley.

#### 2.2.12 ST. MARY'S CHURCH



*Figure 2-4 St Mary's Church Otley.*

This beautiful small 13<sup>th</sup> century church has many interesting features. It contains a memorial to John Gosnold, a courtier to Elizabeth I and James I, and a Privy Counsellor to Charles I. He was a landowner in Otley. The church also contains many interesting coats of arms. In the vestry is a feature that is unique in a church in Suffolk, a 6-foot font for total immersion, to be found under the floor. It is thought to have been used by Anabaptists around the middle of the 17<sup>th</sup> century. Two members of the Gosnold family have been Rectors in Otley - William from 1514 - 1541, and Lionel (of Church House) from 1674 to 1702. The church has been under the patronage of the Earls of Huntingdon and Pembroke, and, by marriage, the family of Baron Bergavenny, since the Middle Ages.

#### 2.2.13 'NETHERHALL', OTLEY BOTTOM

Formerly known as Wisdam's, this fine old house possibly has 15<sup>th</sup> century origins. It has Gosnold connections around 1483/4, when John Gosnold held the farm as a tenant of Netherhall Manor. It passed to the Morse family in 1523.

The original Netherhall Manor house no longer exists. According to 17<sup>th</sup> century documents, it was situated on land to the north of the house now known as 'Netherhall' adjacent to an ancient (possibly Norman) earthwork that can be seen to the right of the road leading from Otley Church to Otley Bottoms. The Gosnolds elevated their main seat (Otley Hall) to a manorial status subsequent to their becoming Lords of the Manor of Netherhall at an unknown time, sometime after 1496 in the reign of Henry VII.

#### 2.2.14 GRANGE FARM

The farm was part of the estate sold in the late 1660's by the Gosnolds as their fortunes waned after the Civil War. The house itself is possibly of late medieval origin, and there exists a very interesting inventory of its contents in 1733.



### 3 Our Vision

- 3.1.1 In 2036, Otley Parish will continue to be a thriving and vibrant village community, having welcomed a degree of controlled and sustainable growth to meet the needs of the Parish, including future generations. The elements that make Otley special – our shop, pub, surgery and other commercial businesses, our valued green spaces, our village hall and community events and the varied and special architecture of our older buildings – will have been protected and enhanced. Development, where it has taken place, will have been at the forefront of sustainability, utilizing the best technological advances available. Accessible and sustainable transport links will have been created and enhanced, while road safety will have been improved through targeted interventions. Education is still an important sector in the village, with the future generations of rural craftspeople being taught at the Further Education College. The natural and built environment will have been protected and enhanced, preserving and improving the amenity of residents current and future.
- 3.1.2 To achieve this Vision this plan sets out policies to meet the objectives set out below:
- a) The rural tranquillity of the village and parish is maintained.
  - b) Our valued green open spaces are maintained and enhanced.
  - c) The character of the views both towards and from the village are maintained.
  - d) Development is only in appropriate areas and of the correct scale and appearance commensurate with the nature of the existing village.
  - e) Development will provide the right mix of housing types to respond to the needs of all including the young, the old and those with limited mobility.
  - f) The village will be a thriving low carbon and sustainable community to respond to the current Climate Emergency.
  - g) Future developments allow for car use in a way that is sustainable including measures to reduce reliance on carbon.
  - h) Measures are taken to improve safety for all road users including pedestrians, cyclists and those of limited mobility.
  - i) Safe and accessible footpath links to the village facilities are enhanced.
  - j) The commercial and business needs of the Parish residents are met.

## 4 Policies

### 4.1 Objectives of the Plan

4.1.1 Plan objectives, and where appropriate, policies have been developed under the following headings which encompass the needs and desires of the people who live or work in the parish of Otley.

- Landscape Ecology and Biodiversity
- Protection of Built and Below Ground Heritage
- Local Green Spaces
- Climate Change
- Housing and development design
- Business, shops and services
- Transport and Traffic
- Further Education
- Community Services

4.1.2 Each section will give the background and identify the issues to be tackled over the plan period up to 2036 with policies and statements to address the issues identified and evidenced by the village survey and public consultation.

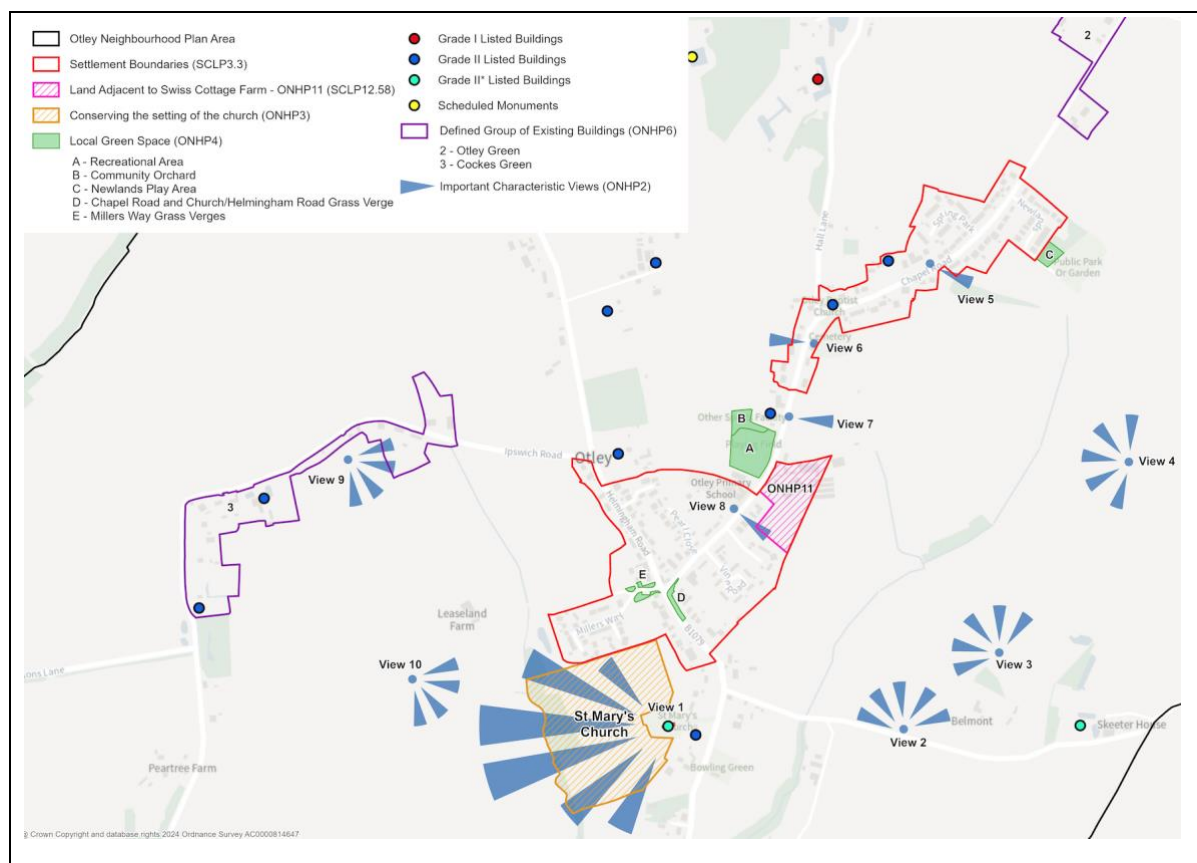


Figure 4-1 Policies Map (Detail)

## 4.2 Landscape Ecology and Biodiversity

- 4.2.1 East Suffolk has declared a Climate Emergency and a Biodiversity Emergency, yet planning policy does not extend beyond legislation and national planning policy in this area. This Neighbourhood Plan addresses the Biodiversity Emergency by seeking a more ambitious minimum target, as has been done elsewhere.
- 4.2.2 The Biodiversity Emergency has a particular impact on rural areas, which are more reliant on insects to pollinate crops as part of the agrarian economy. Suffolk has a rich and varied biodiversity resource, and Otley has an identified Site of Special Scientific Interest at Moat Farm Meadows. This species-rich lowland meadow covers 3.2 hectares and includes a number of positive indicator species.
- 4.2.3 The Group commissioned The Suffolk Wildlife Trust to conduct a survey and evaluation of the landscape and wildlife in the parish. A copy is available on the Otley Parish Council website via the link included in Appendix H.
- 4.2.4 Suffolk Wildlife Trust identified that Otley Gull is a feature of ecological and geological interest that has been designated as a County Wildlife Site. The Trust further identified 5 priority habitats within the plan area: ancient species-rich hedgerows, lowland mixed deciduous woodland, lowland meadows, rivers and ponds. Some 33 UK and Suffolk priority species were recorded which complements and helps define the biodiversity value in the locality.
- 4.2.5 The ecological network across the Plan Area is underpinned by the wooded corridors associated with the streams known as gulls. Interconnecting hedgerows are an important feature of this network, along with other blocks of semi-natural habitat. Many of these hedgerows follow ancient (pre-1700) historic field boundaries and are regarded as “significant”, having 5 or more species in a 30-metre length.
- 4.2.6 The policies of this Neighbourhood Plan will seek to protect the existing landscape and ecological assets and restore, enhance and reconnect the ecological network.
- 4.2.7 National legislation, by way of the Environment Act 2021, currently requires at least a 10% net gain over the baseline biodiversity identified on a development site. Given the biodiversity emergency identified in East Suffolk, and the number of UK and Suffolk priority species and habitats identified within the plan area, the Neighbourhood Plan makes provision to go beyond the legislative minimum.
- 4.2.8 The Defra impact assessment for Biodiversity Net Gain stated that the target of 10% was the lowest level to confidently deliver genuine net gain, or at least no net loss, of biodiversity and thereby meet its policy objectives.
- 4.2.9 The 2023 State of Nature Report highlights that, despite considerable conservation efforts over recent decades, many species continue to decline. This includes, of note to Suffolk:
- The abundance of 753 terrestrial and freshwater species has on average fallen by 19% across the UK since 1970. Within this average figure, 290 species have declined in abundance (38%).
  - The UK distributions of 4,979 invertebrate species have on average decreased by 13% since 1970. Stronger declines were seen in some insect groups which provide key ecosystem functions such as pollination (average 18% decrease in species’ distributions).
  - Since 1970, the distributions of 54% of flowering plant species and 59% of bryophytes (mosses and liverworts) have decreased across Great Britain.
  - 10,008 species were assessed using Red List criteria. 2% (151 species) are extinct in Great Britain and a further 16% (almost 1,500 species) are now threatened with extinction.

- 4.2.10 The UK Government 25 year Environment Plan includes the following targets, which are more likely to be met should BNG deliver levels above 10%:
- Restoring 75% of our one million hectares of terrestrial and freshwater protected sites to favourable condition
  - Creating or restoring 500,000 hectares of wildlife-rich habitat outside of the protected sites network, focusing on priority habitats as part of a wider set of land management changes
  - Increasing woodland in England in line with our aspiration of 12% cover by 2060; this would involve planting 180,000 hectares by the end of 2042.
- 4.2.11 The UK Government has committed to delivering “30by30” on land in England:
- In 2020, the government committed to protecting 30% of the UK’s land by 2030 (30by30). Thanks to UK leadership, a global 30by30 target was adopted at the UN Biodiversity Summit COP15 in December 2022, as part of an ambitious Global Biodiversity Framework.
  - In October 2023, Wildlife and Countryside Link published the 30by30 in England 2023 Progress Report<sup>12</sup>. This found:
  - The area of England effectively protected for nature is still hovering around 3.11% on land and at maximum 8% at sea.
  - The UK is one of the most nature-depleted countries in the world, sitting in the bottom 10% globally for biodiversity remaining.
- 4.2.12 The UK has failed to meet 14 of the 19 Aichi biodiversity targets, the global nature goals the UK committed to meet by 2020, which were put forward as part of a “2020 Vision”.
- 4.2.13 The declaration of a biodiversity emergency by East Suffolk District Council, combined with the ‘biodiversity duty’ placed on the Council following the Environment Act 2021, requires district councils, including the Local Planning Authority, to consider what the Council can do to conserve and enhance biodiversity.
- 4.2.14 Otley has a number of priority habitats and species which would be better preserved by a more ambitious biodiversity net gain target.

**Policy ONHP1 – Ecology and Biodiversity**

Proposals to conserve or enhance the ecology and biodiversity of the Parish will be supported.

Specifically, new development should seek to:

- a) Conserve, protect or enhance the ecological and biodiversity assets within the plan area;
- b) Restore, enhance and reconnect the ecological network;
- c) Conserve and protect and, where appropriate, enhance the five priority habitats identified within the parish;
- d) Make provision for biodiversity and wildlife corridors of a scale appropriate to the development; and
- e) Provide at least a 20% net gain over baseline for biodiversity as measured by the most up to date Defra Biodiversity Matrix;

Development which leads to the significant degradation of biodiversity within the parish or surrounding countryside will be resisted. Additionally, planning applications where site clearing has taken place prior to an application will be resisted.

- 4.2.15 The landscape element of the Suffolk Wildlife evaluation report was in part drawn from the Suffolk Hedgerow Survey 2012, Suffolk County Landscape Character Assessment (2018) and The Settlement Sensitivity Studies 2018 (which includes Otley) and these documents have been used to guide the Neighbourhood Plan to ensure its compliance with the Local Plan Policy SCLP 10.4.
- 4.2.16 Three distinct landscape character types were identified. “Ancient Estate Claylands”, covering most of the area: however, where the River Lark and its tributaries flow down to be joined by the Gull, the landscape is defined as “Rolling Valley Claylands”. A smaller area of “Ancient Rolling Farmland” is found to the south of the parish. See Map (figure 4-2).
- 4.2.17 The Suffolk Coastal Landscape Character Assessment (2018) refers to the Lark Valley (section B9) with small woodlands, hedgerows, meadows and streams. Otley Hall and Debach Estate Claylands (Section L4) are described as three “fingers” of plateau between the valleys of the Deben, Potsford Brook and the Lark. Just intruding into the south of Otley parish is the edge of Culpho and Westerfield Rolling Farmland (section N2), which extends from Westerfield and Rushmere through to Witnesham, Swilland, Culpho and Grundisburgh. See Map (figure 4-3).
- 4.2.18 These landscape types with their wide open-sky aspects are particularly prone to being adversely affected by inappropriate developments, while the rolling farmlands are characterised by some magnificent, and locally highly rated, characteristic views. The evidence gathered during the parish survey revealed that 72% of residents feel that it is important to protect the essential nature of these views within the parish.
- 4.2.19 The linear pattern of settlement along the roads radiating from Otley, separated by meadows, cultivated fields and natural vegetation resulting in individual hamlets are an important landscape feature. These can be found at Otley Green (Cretingham Road) Otley Bottom (Clopton Road), Ipswich Road (historically known as Cockes Green), Gibraltar (Part) and Helmingham Road to Rose Cottage (in the area of the historic Otley Wood). Care must be taken to avoid coalescence of these individual settlement areas with and within Otley Village and one another, in compliance with Local Plan Policy SCLP10.5 and ONHP6.



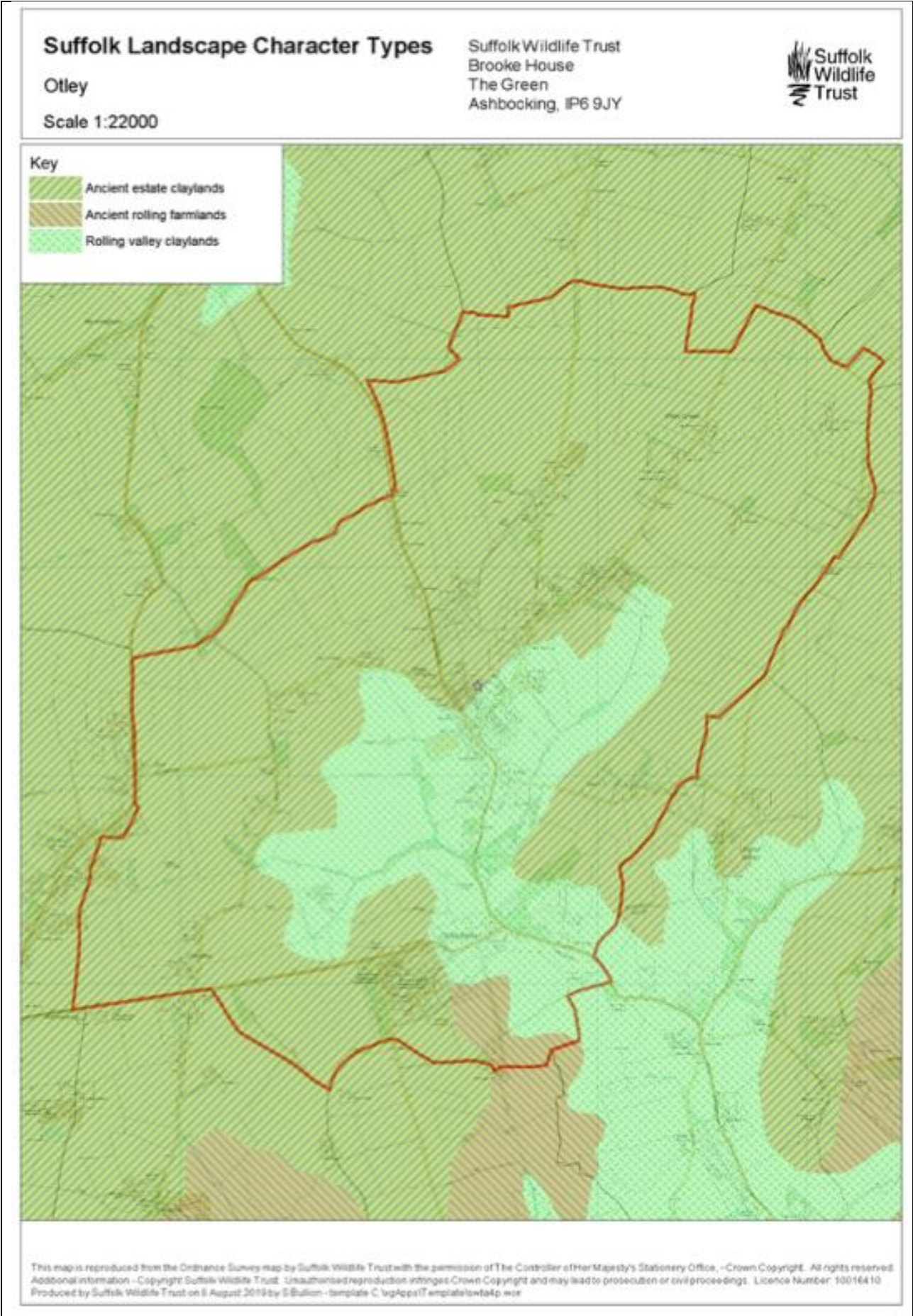


Figure 4-2 Suffolk Landscape Character Types in the parish of Otley (source: Suffolk County Council)



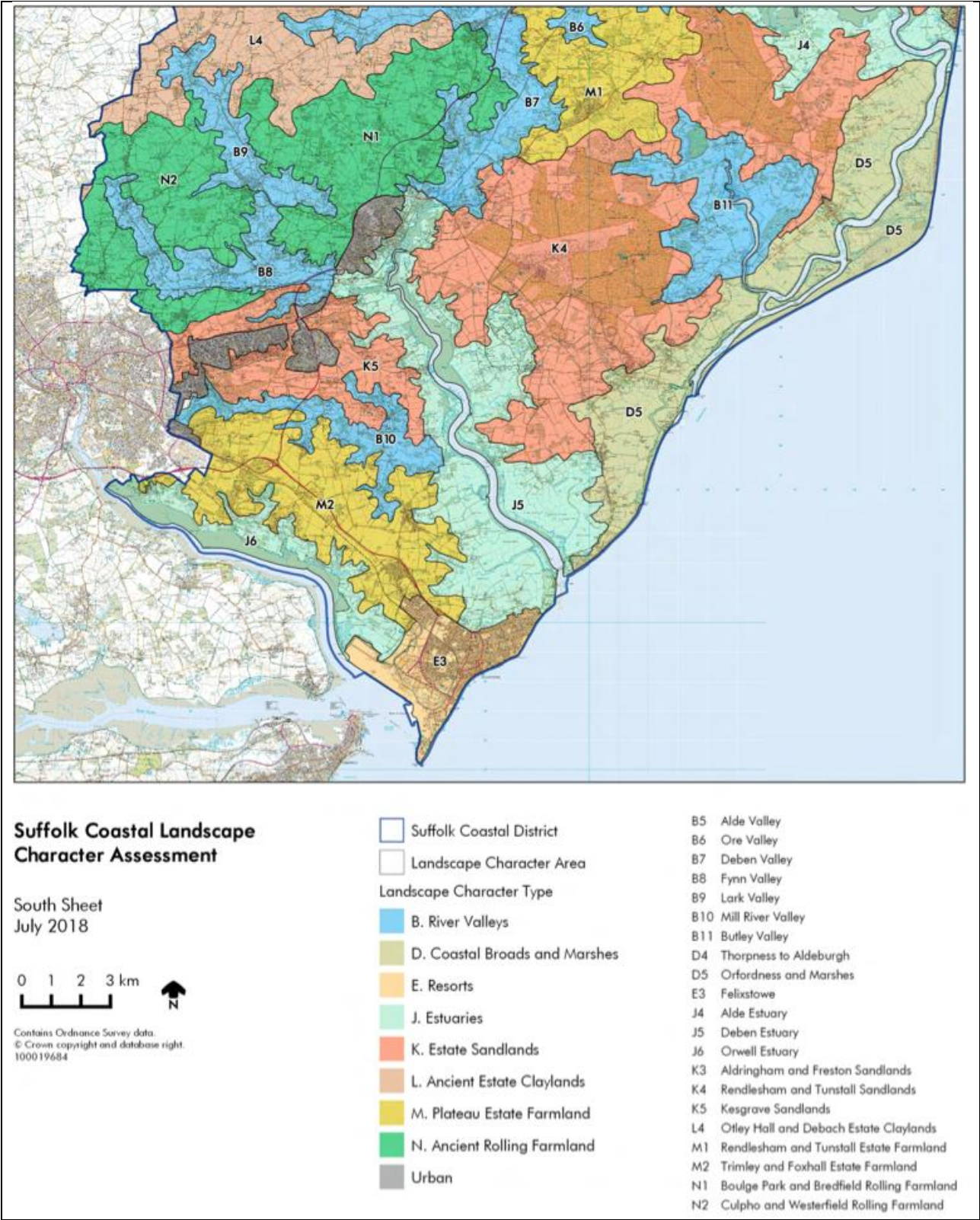


Figure 4-3 Suffolk Coastal Landscape Character assessment (of interest to Otley is B9 the Lark Valley and surrounding areas L4 and N2). Source: Alison Farmer Associates for Suffolk Coastal District Council (now East Suffolk Council).

- 4.2.20 Otley took part in the Suffolk Hedgerow survey, completed in 2012, which revealed that the parish had at that time 260 significant hedgerows – having 5 or more species in a 30 metre length, of these 121 had 8 or more species per 30-metres. A further 29 hedgerows were also recorded at the time and many have been planted since. The hedgerows are interspersed regularly with mature and veteran trees.
- 4.2.21 Otley is fortunate in having a comprehensive circular network of footpaths, bridleways and other public rights of way. It is possible to get between most places in the village with very little road use. The definitive map applying to Otley Parish is attached in Appendix J.
- 4.2.22 Developments are expected to enhance access to the countryside where possible in line with the NPPF. This might take the form of improvement to rights of way affected by the development and consideration of the effect of development on public rights of way quality.
- 4.2.23 In the parish survey, when residents were asked what design features were important in new housing:
- 195 respondents indicated that green open spaces were important.
  - 164 respondents indicated that good pedestrian and cycling access was important.
  - Natural boundaries with natural hedgerows were the top preference followed by planting strips, screening by trees and wildlife/ecology space
- 4.2.24 Within the Parish of Otley there are distinctive views that residents have identified as capturing the character of the Parish and Otley village. Part of the vision for the Otley Neighbourhood Plan is to protect and preserve this character and consequently the distinctive nature of these views need to be maintained. Individual views can be subjective in their appeal but collectively describe the general character of the Parish and village.
- 4.2.25 Characteristic views into and out of the village are considered important and protection of the character of these views is critical to maintaining the special landscape character of the village. These views are set out at Appendix C.
- 4.2.26 The presence of trees and natural hedgerow boundaries for houses which are on the edge of the village and abut the countryside have a significant impact on the appearance of the village. Where viewed from the countryside much of the village is screened by the presence of mature trees and hedgerows. This is a significant contribution to the visual amenity of the parish. (see figure 4-4)



*Figure 4-4 View of Chapel Road from the east, largely screened by mature trees, hedgerows and natural property boundaries*

- 4.2.27 Examples of views of the village which are identified as characteristic of the appearance of the village from within. These views characterise the expectations of the residents in regard to the character of the village for any new developments. The internal nature of Otley is characterised by:
- The built environment following Chapel Road, Church Road and Helmingham Road is largely shielded from view by mature trees and hedgerow.



## Otley Neighbourhood Plan v3.2 (Inspection Draft)

- Properties are generally separated by mature trees and hedgerows,
- Properties are set back from roadways,
- Buildings are modest in scale,
- Buildings have appropriate space in between according to scale.

Further examples of characteristic internal views can be found in Appendix C.



*Figure 4-5 Approach into the Otley Village Settlement boundary area on the B1079 (Church Road)*

- 4.2.28 Examples of views of the entry into the parish illustrate the rural nature of the parish as a whole. Further examples of views illustrating entry into the parish can be found in Appendix C.



*Figure 4-6 Parish boundary entry point on High House Road heading west*

- 4.2.29 Examples of views of the village which are identified as characteristic of the appearance of the village from outside. These views characterise the expectations of the residents in regard to the external character of the village for any new developments. The external view of Otley is characterised by:

- The built environment following Chapel Road, Church Road and Helmingham Road is largely shielded from view from outside the village by mature trees and hedgerow.

Further examples of characteristic external views can be found in Appendix C.



*Figure 4-7 Example View of St Mary's Grange, Church Road and St Mary's Church (L-R) from the southwest looking northeast towards the village centre.*

#### Policy ONHP2 - Landscape and Amenity

The landscape and character of Otley Parish is highly valued by the community and shall be conserved or enhanced by any development proposals. New development that results in significant adverse landscape and visual effects will not be supported unless the benefits of development to the parish clearly outweigh the harm caused to the landscape and visual amenity and this is clearly demonstrated.

New development must:

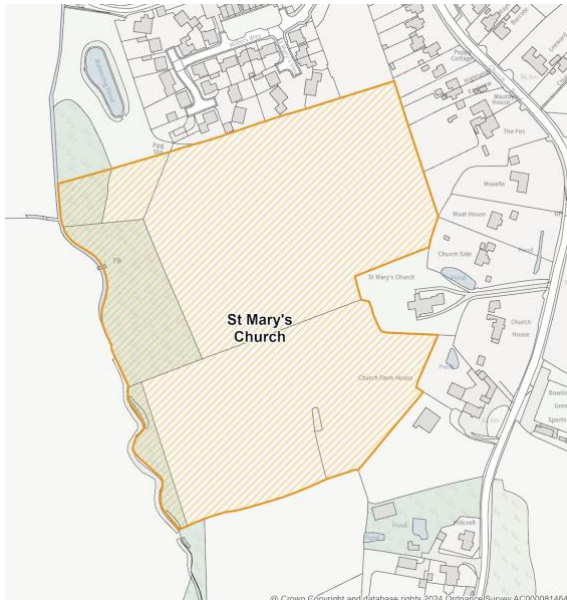
- a) Retain key features of the landscape, including (but not limited to) existing trees, hedgerows, ponds, streams, watercourses, and wildlife corridors;
- b) Preserve the characteristic appearance of the village as viewed from approaches to the village on public roads or public rights of way as set out in Appendix C and identified on the Policies Map; and
- c) Conserve, protect and enhance access to the countryside, improving access on the existing network of public rights of way.



### 4.3 Protection of Built and Below Ground Heritage

- 4.3.1 Otley has a rich and diverse heritage of ancient farms, farmlands and buildings evolved over hundreds of years and many generations.
- 4.3.2 The parish has several buildings with listed status. The protection of these vitally important assets is covered by national and district planning policies and no further detail is proposed within this Neighbourhood Plan. Consideration has been given to proposing Non-Designated Heritage Assets and it has been decided that none will be identified within this Plan. However, the consideration of the heritage significance of Non-Listed Heritage Assets will be kept under review.
- 4.3.3 Suffolk County Council Archaeological Service (SCCAS) should be contacted for early consultations of the Historic Environment Record (HER) and assessment of the archaeological potential of any potential development site at an appropriate stage in the design stage, in order that the requirements of NPPF and East Suffolk Local Plan are met. SCCAS as advisors to East Suffolk Council will advise on the level of archaeological assessment and appropriate stages to be undertaken.
- 4.3.4 Of particular note to the character of the western side of the village is St Mary's Church which has a prominent tower creating a landmark seen from much of the village and from the surrounding countryside. The open aspect to the west and southwest is essential to the quality of the peaceful surroundings of the church. The setting of the church in the countryside and its historic significance should be conserved for current and future generations as it is a significant element of the rural quality of the parish.
- 4.3.5 The defined area of the setting of the church (see map fig. 4-8) specifically describes the land to be protected from development.

The wider setting of the church is a matter for planning judgement and shall include the area indicated in fig 4-8. In no way should this be taken to exclude land outside the area indicated in fig. 4-8, if as a matter of planning judgement, it should be included.



*Figure 4-8 - Setting of St Mary's Church*



Figure 4-9 - St Mary's Church setting (source: Google).

**Policy ONHP3 Conserving the setting of the church**

The area outlined in Map figure 4-8 above is considered to be a special landscape crucial for understanding the historic value of the church. Development within this area will be discouraged and opposed.



*Figure 4-10 Setting of St Mary's Church as viewed from Leaseland (SW) (View10 on Views Map 2 appendix C) and from the direction of Otley Bottom (SE) – bottom right. Evidencing this unique view from both adjacent and further distant public footpaths 55 and 69 respectively across open fields to the church and churchyard.*

## 4.4 Local Green Spaces

4.4.1 Open spaces within the village are considered to be important to the character of the village and provide useful amenity space for residents. Designation of Local Green Spaces is defined in 4.4.2.

4.4.2 The Local Green Space designation applies where the green space is:

- a) in reasonably close proximity to the community it serves;
- b) demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife; and
- c) local in character and is not an extensive tract of land.

4.4.3 Both in the consultation in 2018 and again in the questionnaire in 2019 the community made clear the importance to them of Local Green Space. The Local Green Spaces were identified by the community as:

- a) The Recreational Ground adjacent to the Village Hall.
- b) The Play area to the south east of Newlands.
- c) The wide verge at the junction of Chapel Road and Church/Helmingham Road and extending along east side of Church Road.
- d) The grass verges and landscaping areas at the entrance to Millers Way at the junction with Church/Helmingham Road.

These Local Green Spaces all meet the requirement criteria in 4.4.2.

Policy ONHP4 sets out a policy basis to safeguard the local green spaces throughout the Plan period.

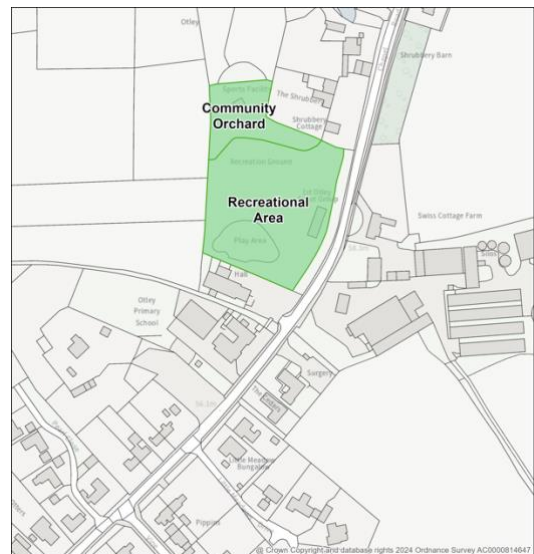
4.4.4 Proposals for development within designated Local Green Spaces will only be supported in Very Special Circumstances.

4.4.5 The Recreational Ground north of the Village Hall and east of Chapel Road and Swiss Cottage Farm is a vital open space for children and adults to play, exercise and congregate.

It is the site for annual events such as the Village Fete and Fireworks display as well as other occasional Community events.

The Otley Scout hut is located on the perimeter and the field is utilised by the Scout Group. There are two play areas, a football pitch as well as parking for the village hall, a wildflower meadow and community orchard.

The wildflower meadow and community orchard have involved a large group of enthusiastic volunteers and present a peaceful haven accessible to all.



Local Green Space Criteria: Close proximity to the community, recreational value, community use, richness of wildlife, tranquillity, not an extensive tract of land.



- 4.4.6 The play area to the south east of Newlands has use as a recreational area and as a space for walking and exercise.

Due to the elongated nature of the Otley Settlements along Chapel Road, a significant number of residents are remote from the main recreational field and this Local Green Space is important in addressing the needs of the community at this end of the Village.

Local Green Space Criteria: Close proximity to the community, recreational value, community use, richness of wildlife, not an extensive tract of land.



- 4.4.7 The wide verge at the junction of Chapel Road and Church / Helmingham Road and extending along east side of Church Road creates an important feature within the centre of the village. The village sign, the War Memorial as well as a bus shelter, publicly accessible seating and mature trees all exist within this area.

Local Green Space Criteria: Close proximity to the community, demonstrably special to the local community, holds particular significance, historic significance, community use, not an extensive tract of land.



- 4.4.8 The grass verges and landscaping areas at the entrance to Millers Way at the junction with Church/Helmingham Road. This area along with that described in 4.4.7 contributes to the open nature of the Village centre, providing amenity for the public. The addition of further seating could be considered to enhance the amenity further.

Local Green Space Criteria: Close proximity to the community, demonstrably special to the local community, holds particular significance, community use, not an extensive tract of land.



Note to 4.4.7 and 4.4.8

The combination of the open spaces at the junction of Chapel Road, Church Road, Helmingham Road and Millers Way, represent the heart of the village and the nearest approximation to a village green for the Otley Community.

#### Policy ONHP4 Local Green Space

The following spaces are given the status of Local Green Space as set out in paragraph 4.4.2.

- a) The recreational ground around and adjacent to the Village Hall; and
- b) The play area to the southeast of Newlands; and
- c) The wide verge at the junction of Chapel Road and Church / Helmingham Road and extending along east side of Church Road; and
- d) The grass verges and landscaping areas at the entrance to Millers Way at the junction with Church/Helmingham Road.

See context Map in Appendix G.

Proposal for development with these spaces will only be supported in Very Special Circumstances, except where the development enhances the special status of the Local Green Space or where it is supported by Policy ONHP16.



## 4.5 Climate Change

- 4.5.1 Otley Parish Council is committed to a sustainable future and recognises the important contribution it can play in this agenda through the neighbourhood planning process. In the parish survey, when residents were asked which design features were important in new housing, energy efficiency was the top priority expressed by 213 respondents. In addition, good pedestrian and cycling facilities were identified as being important by 164 respondents. Otley wants to ensure that any development mitigates and adapts to the impacts of climate change in order for it to provide suitable housing and development for future generations. Therefore, any new development shall ensure that it is designed on the basis that it is sustainable and of low carbon usage in compliance with East Suffolk Council document - Sustainable Construction SPD (2022).

### Policy ONHP5 - Sustainable construction

- a) Development of new dwellings or new build commercial development shall incorporate design features to reduce the potential for overheating, including but not limited to minimizing internal heat generation through energy efficient design,
- b) New developments shall include proposals for on-site renewable energy, to every new dwelling or working place;
- c) All applications for works to existing houses shall include energy reduction or efficiency measures wherever possible. Applications shall be accompanied by an Energy Impact Assessment demonstrating how these measures have been incorporated into the design.
- d) Favourable consideration shall be given to proposals for retrofit which will reduce energy or water use, such as heat pumps, photovoltaic panels, solar hot water systems, or rainwater harvesting.

## 4.6 Housing & Development Design

### 4.6.1 Background

- 4.6.1.1 In the Local Plan (2020), Otley is identified as a Large Village within the settlement hierarchy due to the availability of facilities and services within the village. These include the school, shop, village hall and doctor's surgery as well as employment opportunities.
- 4.6.1.2 The "Call for Sites" by Suffolk Coastal District Council (now East Suffolk Council) in 2017/2018 in preparation for the Strategic Housing and Economic Land Availability Assessment (SHELAA) input to the Local Plan review, produced a number of possible development sites in Otley to contribute to the total housing supply requirement for East Suffolk from 2018 to 2036. The Parish Council discussed the approaching Local Plan and the SHELAA potential development sites from September 2017. A consultation was held with the community during July to September 2018 to record the views and preferences of the community. Based on this consultation, Suffolk Coastal District Council selected a single site as Otley's housing allocation in October 2018.
- 4.6.1.3 The Local Plan identified site for future development is covered by Local Plan policy SCLP12.58 for the Land adjacent to Swiss Cottage Farm, Otley and is included in Appendix B. The complete East Suffolk Local Plan is available for inspection via the East Suffolk Council website. <https://www.eastsuffolk.gov.uk/assets/Planning/Planning-Policy-and-Local-Plans/Suffolk-Coastal-Local-Plan/Adopted-Suffolk-Coastal-Local-Plan/East-Suffolk-Council-Suffolk-Coastal-Local-Plan.pdf>
- 4.6.1.4 In the Neighbourhood Plan Questionnaire, residents were asked their view of the suitability of the proposed site.
- 146 of the 242 responses to the question stated that the site was appropriate for new housing.
  - 233 of the 242 responses felt that Otley does not need any new development in addition to this provision.
  - 188 of the 242 responses were of the opinion that future housing should be built within the heart of the village close to the village amenities.
- 4.6.1.5 When asked about housing types, the results of the 2019 questionnaire indicated a preference for affordable and starter / smaller houses within the village. The residents expressed an opinion that the development needs to include business accommodation.
- 4.6.1.6 Results from the 2018 consultation also indicated a need for affordable housing and housing suitable for older residents such as bungalows. This is further supported by Local Plan SCLP Policy 12.58.
- 4.6.1.7 The NPPF and the Local Plan restrict development in the countryside. Local Plan Policy SCLP5.1 states that "residential development will be permitted within defined settlement boundaries where it is of a scale appropriate to the size, location and character of the village, or is infill development (in accordance with policy SCLP5.7)". Areas of countryside outside of the Settlement Boundaries are not generally considered to be suitable for new development. Local Plan Policy SCLP5.3 sets out instances where development outside of settlement boundaries can be permitted and applications which do not meet the criteria set out within the policy will not be supported.

- 4.6.1.8 The provision of affordable housing within residential developments of 10 or more dwellings and on sites of 0.5Ha or more is addressed by Local Plan Policy SCLP5.10 and 1 in 3 of all units are to be affordable dwellings to meet an identified local need. With up to 60 dwellings proposed for the land adjacent to Swiss Cottage Farm, a minimum of one third of the units will be required to be affordable under Local Plan Policy SCLP5.10.
- 4.6.1.9 The size of the plot identified under Local Plan SCLP12.58 and the number of allotted dwellings would indicate a significantly higher proportion of smaller, affordable properties in general.
- 4.6.1.10 The development of exception sites is set out in Local Plan Policy SCLP5.11. The Neighbourhood Plan Questionnaire identified the need for affordable housing as well as starter and smaller family homes. Any development of the land adjacent to Swiss Cottage Farm under SCLP12.58 will potentially provide up to 20 affordable dwellings.

#### 4.6.2 New Development

4.6.2.1 Otley has developed over very many years and consequently contains a range of building styles which reflect this evolution.

4.6.2.2 In the Suffolk Coastal (Now East Suffolk) Council Landscape Character Assessment, final report of July 2018, Otley and some of the adjacent villages are described thus:

*“These villages tend to have a linear form, sometime comprising multiple clusters of varying sizes, and lack historic cores – none have Conservation Areas. Their character is mixed wherein the soft vernacular of old cottages in deep plots are interspersed with more recent infill so they often have quite an indistinctive 20<sup>th</sup> century feel”.*

However, key features have been identified and summarised as:

- The village has developed with ribbons of housing set along the main roads in the village. These are separated by areas of natural planting, open fields and farmland. These open spaces are an important feature of the village.
- The majority of garden boundaries are achieved using hedgerows.
- The footpaths within the village often have grass verges and these widen in places to green spaces sometimes with trees.
- The boundaries of the village include many mature hedges and trees and these provide effective screening from the approaches to the village and from the open countryside.

#### Policy ONHP6 – Green Gaps

- a) New development shall avoid coalescence of distinct settlement groups, preserving green gaps to ensure the parish remains characterised by scattered clusters, groupings, and farmsteads: and
- b) New development shall also avoid the coalescence of the two distinct sections of the village within the Settlement Boundary, as set out in the East Suffolk (Suffolk Coastal Area) Local Plan Policies Map and SCLP3.3.

An exception to the above would be allowed for the improvement and redevelopment of the Village Hall.

See maps of Otley Village settlement boundary and distinctive settlements within the parish in Appendix D.

Note that the outlined distinctive settlements in the parish distinctive settlements map do not constitute a settlement boundary for the purposes of the Local Plan (SCLP3.3) and are indicative only.

- 4.6.2.3 Within the Otley village settlement boundary as defined under SCLP 3.3 there is a mix of 1, 1.5 and 2 storey dwellings. With the exception of Toad Hall there are no dwellings over 2 storeys.

Number of storeys	count	Percentage of total.
1	34	16.5%
1.5	27	13.1%
2	144	69.9 %
2.5	1*	0.5
3	0	0
	206	100%

*\*Toad Hall*

Total number of houses in settlement boundary correct as of June 2024

(Total houses in the Parish of Otley 339 as of June 2024 – source East Suffolk Council)

- 4.6.2.4 In the parish survey when residents were asked what design features were important to them in new housing, responses were as follows:

- 195 of 264 (74%) respondents indicated that green open spaces were important.
- 164 responses replied favouring good pedestrian and cycling access.
- Natural boundaries with natural hedgerows were a top preference followed by planting strips, screening by trees and wildlife/ecology space.

- 4.6.2.5 Policies ONHP7 and ONHP8 should be considered as part of the strategic design stage in any initial and subsequent draft of a proposed development.

**Policy ONHP7- Design Quality**

Development proposals shall only be supported where they are of high design quality.

Developments which are not considered high quality design, shall not be supported.

Developments will be supported provided that the following criteria are respected:

- a) Where road layouts are proposed, they incorporate footways with grass and/or landscaped verges including trees and hedges where possible but otherwise are in compliance with the Suffolk County Council document - Suffolk Street Design Guide: Suffolk Design: Streets Guide;
- b) Where surface water and drainage infrastructure is proposed this should be delivered through the provision of open, green SuDs that promote biodiversity and amenity value in addition to surface water run-off volume and pollution control;
- c) Site layout shall protect existing and future dwellings from overlooking;
- d) Each unit to have private outside space in proportion and scale to the size of the dwelling and its occupancy;
- e) The form and features of new development shall be informed by and sympathetic to the existing local character; and
- f) Other criteria requested by the Parish Council are given due consideration during determination of planning applications by East Suffolk Council.

New developments of 2 or more dwellings must demonstrate and ensure that existing provision and service levels for utilities such as water, sewerage and electricity in the Parish are maintained or are to be enhanced to meet any expected additional demand before construction commences. For example, this includes but is not limited to mains water pressure in the Parish.

**Policy ONHP8 Site and Plot boundaries (Wildlife Corridors and Green Boundaries)**

Development shall protect the verdant nature of the village and preserve the perception of openness. New developments shall:

- a) Use native mixed hedges rather than walls or fences to separate dwellings or buildings wherever possible;
- b) Provide a wildlife corridor between proposed and existing residential developments;
- c) Where there are 10 dwellings or more, up to 19 dwellings, provide a wildlife corridor which shall be a minimum of 2m width;
- d) Where there are 20 dwellings or more, provide a wildlife corridor which shall be a minimum of 5m width;
- e) Provide a wildlife corridor which shall be planted with native mixed hedges and trees to provide visual screening of the new development from the existing developments;
- f) If appropriate, locate SuDs such as reed attenuation beds within the wildlife corridors; and
- g) Use native mixed hedges and trees to minimize the visual impact on views from the countryside.

New hedges shall be expected to be made up of at least 5 different native species, in order to promote biodiversity.

Wildlife corridors provided under this policy shall be protected in perpetuity by conditions attached to the planning permission, and where necessary maintained by a management company under a legal agreement with the local Planning Authority, or may be adopted by the Parish or District Council, upon payment of a maintenance bond by the developer.

- 4.6.2.6 Broadband connectivity is seen as essential to all development proposals (dwellings and business) in the parish. The village is partially served by fibre to the house capability, but this service is not currently available to all areas.

**Policy ONHP9 Digital Infrastructure**

Wherever possible, all new development shall incorporate fibre direct to the premises to enable high speed broadband. Proposals to introduce infrastructure to support fibre to the premises broadband provision shall be supported wherever possible. Major developments shall be expected to provide fibre to the premises as a minimum to every dwelling or commercial building within the development.

#### 4.6.3 Housing Types

- 4.6.3.1 Future development provides an opportunity for construction of new housing to meet the needs of the residents. The questionnaire included questions with regard to residents' views and opinions for the types of houses needed in the Parish now and in the future. The response revealed that 174 respondents (66%) identified the need for affordable housing. The detail showed 164 respondents (62%) in favour of starter homes with one or two bedrooms and 144 (54%) in favour of small homes with two or three beds.
- 4.6.3.2 Consultation with the community in 2018 and in 2019 indicated that affordable housing and single storey dwellings were desirable.

##### Policy ONHP10 Housing Mix

New residential development shall be supported where:

- a) Proposals include a range of sizes, types and tenures;
- b) For major developments, at least 50% of the proposed dwellings are smaller family homes, with 3 bedrooms or fewer;
- c) For major developments, proposals should offer a fair proportion of dwellings which meet Building Regulations Optional Standard M4(3) for disabled access;
- d) For major developments, support will be given to proposals which offer a fair proportion of single storey dwellings;
- e) It includes a range of affordable housing types, including but not limited to, First Homes, Homes for Affordable Rent, and/or Homes for Social Rent.



#### 4.6.4 Land adjacent to Swiss Cottage Farm (Local Plan Policy SCLP12.58)

- 4.6.4.1 The proposed development is located largely in an existing farmyard setting and adjoining arable fields. There are several existing houses that are adjacent to the proposed development. The potential maximum development represents a significant growth in the size of the village (approximately 20% of the current house numbers) and is located on the eastern tip of the southeastern part of the village development boundary (by rearrangement of the boundary to accommodate it. See map appendix B) close to the Village Hall, Primary school and Doctor's Surgery. The site is somewhat elevated above the adjacent existing houses to the southwest. The layout and design of the development will be a critical factor if the development is to enhance the nature of the village and not detract from the appearance and feel of the village as well as the amenity of adjacent properties.



*Figure 4-11 SCLP12.58 as viewed from the south east, Swiss Cottage Farm itself in the centre and left of frame.*



*Figure 4-12 SCLP 12.58 Swiss Cottage Farm site as currently viewed from the east. Showing Little Meadows Drive properties (left of Centre), Otley Surgery (Centre) and Otley Primary School (just Right of Centre). Swiss Cottage Farm itself is obscured by the copse to the right. The adjacent dwellings are well screened from the countryside by natural boundary screens.*



*Figure 4-13 Residential development at St Mary's Grange with some elements of screening which enhance the view in from the countryside. This view also highlights the plot design which, when viewed with the Church tower gives an impression of a village in its own right rather than a block of housing. Visually this is a fairly pleasing view but the underlying reality is that due to the nature of the Hubbards brownfield site this development is "tagged on" to the village rather than fully part of it. The outward boundary is completely formed by wooden fencing rather than natural hedgerow, new planting should soften this over time and in combination with the mature natural screening avoid the creation of a prominent settlement edge. View 9 on Views Map2 appendix C.*



*Figure 4-14 St Marys Grange, the Church Tower and elements of the existing villagescape. Illustration here is that the partial screening from the west is effective in following the village character. The existing development of Helmingham Road to the Junction with Chapel Road (left of centre) and the St Mary's Grange development (right of Centre). There is room for improvement which should be achieved by maturing of existing planting, to avoid creating a prominent settlement edge.*

4.6.4.2 Policy SCLP 12.58 expects the provision of open space within the site. Open space proportionate to the size of the development should acknowledge that there are some broad design principals that can help reduce pressure on European sites as set out in Natural England's recommendations for sites of 50+ dwellings (Annex 1 of the Suffolk Coast Recreational Disturbance Avoidance and Mitigation Strategy Habitats Regulations Assessment Record).

4.6.4.3 Within the Otley Settlement boundary as defined under SCLP3.3 there are a number of developments of 5 houses or more. The housing density varies but is generally below 23 dwellings per hectare. The below table is based on data provided by East Suffolk Council.

Development name	Number of dwellings	Implied housing density Dwelling/hectare (dph)
Vine Road	17	12
Newlands	28	23
Spring Park	20	12
Birds Meare	6	16
Pearl Close	8	12
St Mary's Grange	32	18

4.6.4.4 In regard to the SCLP 12.58 a future developer would need to deliver a scheme based on the following considerations:

- Number of homes
- Amount of open space
- Amount of SuDs
- Avoidance of a prominent settlement edge
- Housing mix
- Number and arrangement of parking spaces
- Sustainable and energy efficient heating systems
- Boundary treatments as identified in the map in Appendix F.

#### Policy ONHP11 Land Adjacent to Swiss Cottage Farm

The land identified in the Policies Map as Land adjacent to Swiss Cottage Farm is allocated for residential housing. Any future application shall:

- a) Provide a native mixed hedge to screen the development as shown on map in Appendix F, planted prior to commencement and protected during the construction in accordance with Tree Protection Plans;
- b) Maintain the existing public right of way through the site, to a minimum width of 1.8 metres;
- c) Maintain the open cut ditch to the south western edge of the development;
- d) Maintain and enhance the existing hedgerow;
- e) Protect existing trees and hedges by ensuring no digging or compaction takes place within identified root protection areas;
- f) Ensure the hedgerow separating the development from the existing footpath is planted with sufficient space to grow to maturity without impinging on the 1.8 metre footpath;
- g) Provide biodiversity enhancements in accordance with ONHP1 and where possible provide these enhancements on-site;
- h) Protect the character of the village by ensuring no buildings are more than 2 storeys in height;
- i) Protect the character of the village by conforming as far as reasonably practicable with the housing densities, footprint, separation, scale and bulk of buildings of the neighbouring properties and the existing developments in the village; and
- j) Create a design which leads to the successful integration of the new development within the village.

## 4.7 Business, Shops and Services

- 4.7.1 Otley benefits from an award-winning Post Office and General Stores which has been the core of the rural village community for over one hundred years, not only for groceries but also postal and banking services. The community also use the Village Store as point for local information, services and support.
- 4.7.2 Along with the White Hart public house, which is also active in supporting the village community, a range of other small to medium sized business are situated within the parish:
- Otley Hall - a historic house and venue including café.
  - Plant Hire
  - Paper Craft Supplies
  - Coach Hire
  - Hair & Beauty Salon
  - Travel Agency
  - Embroidery Service
  - Furniture Upholstery
  - Recording Studio
  - Auto Mechanical Services
- 4.7.3 There are also ten farms in operation in and around the parish boundary.
- 4.7.4 The local economy, shops and services are essential components of sustainable communities, offering opportunities for local employment. The NPPF advises that planning policies and decisions should enable “the sustainable growth and expansion of all types of business in rural areas.”
- 4.7.5 Currently, the Parish has no incubator units for start-up business, consequently many new Otley businesses are likely to be started from home. It is important that, without affecting the amenity of other local residents, home businesses are supported thus bringing new business into the community with the potential to grow and encouraging long term sustainability.

### Policy ONHP12 Business and Commercial

- a) Business and commercial development should be of small scale, appropriate to the character and appearance of the parish; and
- b) New developments must be sensitive to their surroundings and should not create air, noise or light pollution which has a significantly adverse impact on the amenity of nearby residents; and
- c) Applications for new developments for business, commercial or services use must take into account the impact on roads within the parish using impact statements or traffic assessments where necessary as required as part of the planning process; and
- d) Any new development should not have any significant detrimental effect on surrounding landscapes or historic buildings; and
- e) Adaptive reuse of existing buildings for business, commercial or services use will be supported as long as they comply with the policies within the Local Plan.
- f) Development which provides small flexible units to support incubator start-up businesses shall be supported.

## 4.8 Transport and Traffic

- 4.8.1 Otley is a rural settlement with limited transport options as well as some transport constraints. Although Otley is designated as a Large Village in the settlement hierarchy it is poorly served by public transport. The nearest rail stations are Melton, Woodbridge, Westerfield and Ipswich. Only Westerfield rail station is on a direct bus route to and from Otley. All other stations require at least one change of bus.
- 4.8.2 Bus services through Otley are very limited in frequency and are on the route between Ipswich and Framlingham only. There is no bus service on a Sunday. Frequencies have been reduced over a period of years and the long-term future of the existing service cannot be guaranteed. There are no direct bus services to Ipswich Hospital, Woodbridge and the Martlesham shopping and business area. The consultation has shown that there is a clear willingness to use public transport if substantial improvements in services and range of destinations were to be made available.
- 4.8.3 Suffolk Rural (College) located on the southern boundary of the Parish is not well connected to the village for safe cycling or walking.
- 4.8.4 Without a considerable upgrading of public transport provision any development in Otley will increase private vehicle use putting pressure on the existing road network. Future development should include consideration to improvements to the road network, road safety relating to speeding, improved pedestrian safety, improved cycling provision/safety, and mobility access for the disabled.
- 4.8.5 The Neighbourhood Plan Questionnaire and consultation showed that there would be support for better public transport services. Better public transport will enhance the long-term viability of the village and assist the ageing population. Speeding traffic is a concern to residents and was highlighted as an issue in the consultation. Future development will increase vehicle movements on the Parish road network and the potential for increasing instances of speeding. GPS data from 2017 (Source SCC) shows an average speed in Helmingham Road of 34 mph which is in excess of the designated 30 mph speed limit. Local speedwatch results show vehicles regularly exceeding 40 mph and even higher speeds. The main areas for concern were particularly in Helmingham Road, Church Road and from Otley Bottom to the parish boundary in the vicinity of Suffolk Rural College.
- 4.8.6 The consultation showed support for introducing a 20mph speed limit in Otley village core area bounded by the Hall Lane/ Chapel Road Junction with Church Road and on Helmingham Road from the junction with Ipswich Road along the B1079 to Otley Bowls Club. These changes would enhance road safety and be consistent with the aims of the Local Plan.
- 4.8.7 The Questionnaire and consultation showed that respondents were concerned over speeding by HGVs and perceived increases in the number of HGVs using the parish road network.
- 4.8.8 Residents have expressed concern that new developments should include adequate provision for off street parking of cars. Otley is a rural village and car use is an essential requirement. As a result, the number of cars at each house can be higher than for urban areas. Good design for car parking within any development is essential to avoid excessive on street parking that is obstructive to emergency vehicle access, unsightly and a possible cause for dispute amongst neighbours.
- 4.8.9 At times there is congestion at the Otley Bottom Junction, and the relatively narrow road widths create difficulties for HGVs to turn at the junction and to pass between the junction and Suffolk Rural.



#### Policy ONHP13 Transport and Traffic

Where appropriate applications for new dwellings, business, commercial or services should include details appropriate to the scale of the development to address the following.

- a) Developments should include provisions for improving accessible and sustainable transport;
- b) Developments must improve accessibility to local facilities;
- c) Major developments must demonstrate that they will not have a negative impact on road safety in the Parish;
- d) Developments should include features to allow safe access for all people including young people, elderly and those of impaired mobility to village facilities and public transport;
- e) Developments should provide for safe access for cyclists;
- f) Suitably sited electric vehicle charging points must be provided for all new dwellings;
- g) Where residential development includes communal parking facilities, electric vehicle charging points must also be provided so that they are accessible to each communal parking space; and
- h) For non-residential developments electric vehicle charging points should be included for use by staff and visitors.

- 4.8.10 Note to ONHP14 a) – although the policy specifies a provision of parking spaces above that specified by the Suffolk Parking Guide, the rural nature of Otley, the lack of public transport and the need for cars as emphasised in paragraph 4.8.8 does not necessarily conform to the County wide criteria applied by Suffolk County Council to provide parking standards that apply across Suffolk and in locations which are more sustainable than Otley and so would require less use of cars. It is considered appropriate therefore to adjust the standard for Otley's specific situation and needs.
- 4.8.11 It is not the intention of the Neighbourhood plan ONHP14 to encourage greater use of cars, however, the Neighbourhood Plan must adopt a pragmatic approach to the necessity of car ownership and use in rural areas due to the lack of public transport and limited opportunities to work within walking distance of home. This is particularly acute in Otley and the Neighbourhood Plan cannot assume that it will change over the lifetime of the plan. It is reasonable and necessary to plan for a need for provision of appropriate parking space in any new developments in Otley even in an ideal case where all additional vehicles are zero emission vehicles.

#### Policy ONHP14 Provision for Car Parking

This policy is to apply to all developments of new dwellings or commercial premises.

- a) Residential development shall allow for off road car parking spaces and should as a minimum be calculated by reference to the number of bedrooms in a dwelling as follows:
  - 1. 1 and 2 bedrooms: 2 spaces
  - 2. 3 bedrooms: 3 spaces
  - 3. 4 and 5 bedrooms: 4 spaces
- b) Garages count as a parking space provided they meet minimum dimensions of:
  - 1. 7m x 3m or 6m x 3m plus 3.6 sq. m of storage space
  - 2. and minimum 6m x 3m clear space (internal dimensions)
  - 3. and doorway width of a minimum of 2.5 m
- c) Unallocated residents parking spaces should be included in developments by means of parking bays at the rate of 10 percent of the number of dwellings;
- d) Visitor parking is to be provided at the rate of 25 percent of the number of dwellings. For example, for 60 dwellings this gives a requirement of 15 visitor spaces;
- e) Disabled visitor parking in larger bays is required if the development is of 10 dwellings or more;
- f) Commercial developments are required to have parking space provision for all anticipated staff members, parking for visitors including disabled parking and secure cycle storage commensurate with the size of the business;
- g) Parking spaces shall be well integrated into the layout of the dwellings with soft landscape incorporated to avoid creating a car dominated appearance. Parking courts of more than 8 spaces will not be supported; and
- h) A minimum of two cycle spaces are to be provided per dwelling. These must be covered or enclosed and can be included in garage space provided that they do not encroach on the minimum internal garage space required.
- i) Except as specified in policy ONHP14 points (a) to (h) the provisions of the Suffolk Parking Standards 2023 shall be deemed to be incorporated in Policy ONHP 14.

## 4.9 Further Education

- 4.9.1 Suffolk Rural has been associated with Otley since 1970, when it was established as Otley College of Agriculture and Horticulture. After a brief partnership with Easton College in Norfolk it merged with Suffolk New College in 2020, and now delivers courses and apprenticeships in Agriculture, Arboriculture, Animal Care, Equine Studies, Horticulture & Floristry, Construction, and Inclusive Learning to about 800 students.

### Policy ONHP15 - Further Education

The educational use of the Suffolk Rural campus shall be protected and new development proposals which preserve or enhance the rural education provision on this site shall be supported where they accord with other policies within this plan.

Development proposals for the expansion of Suffolk Rural should include a Green Transport Plan, to deliver sustainable transport. Proposals which seek to expand public transport access to the college will be supported, especially where that expansion can also expand public transport access to the village as a whole.

Proposals which would see the loss of education facilities at Suffolk Rural campus, through change of use away from an education role, will be resisted unless they are merely ancillary to the educational use, or otherwise enhance the education provision.

Development should seek to maintain a rural education purpose for public use, and development which will enhance the preservation of rural crafts will be strongly supported and encouraged.

## 4.10 Community Services

- 4.10.1 Any development within the parish, or neighbouring parishes will put extra pressure on the existing services in Otley Parish. Support for proportionate expansion of these services where appropriate would need to be considered as part of the strategic plan.

### Policy ONHP16 – Community Services

To support planned growth in the village and the identified needs of the existing and future population, proposals for expanded or new Community Services will be supported in principle. To that end, the following will be supported in principle:

- a) The expansion or replacement of the Village Hall;
- b) The expansion of Otley Primary School;
- c) The expansion of Otley Surgery.

Proposals will need to demonstrate that sufficient parking is, or can be made, in accordance with ONHP14. Proposals must be designed, and incorporate facilities, to encourage access by sustainable transport modes.

## 5 References

1. Suffolk Local Plan is available for inspection via the East Suffolk Council website.  
<https://www.eastsuffolk.gov.uk/assets/Planning/Planning-Policy-and-Local-Plans/Suffolk-Coastal-Local-Plan/Adopted-Suffolk-Coastal-Local-Plan/East-Suffolk-Council-Suffolk-Coastal-Local-Plan.pdf>
2. National Planning Policy Framework 2023.  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1005759/NPPF Dec 2023.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1005759/NPPF_Dec_2023.pdf)
3. Otley Neighbourhood Plan area designation.  
<https://www.eastsuffolk.gov.uk/planning/neighbourhood-planning/neighbourhood-plans-in-the-area/otley-neighbourhood-area/>
4. Suffolk Waste and Minerals Local Plan  
<https://www.suffolk.gov.uk/asset-library/imported/chapters-1-to-18-smwlp-adopted-july-2020.pdf>
5. Otley Neighbourhood Plan, Landscape and Wildlife Evaluation 2019 (*Suffolk Wildlife Trust*)
6. Suffolk Hedgerow survey 1998-2012 *Guy Ackers*
7. Suffolk County Council Parking Design standards. [FINAL-VERSION-Suffolk-Guidance-for-Parking-v5-October-2023.pdf](#)
8. Deben Valley Placenames (Otley) – *Stephen Podd*.

### References from the Suffolk Coastal Local Plan:

#### Settlement Hierarchy

Policy SCLP3.2: Settlement Hierarchy

#### Settlement Boundaries

Policy SCLP3.3: Settlement Boundaries

#### Large Villages

Employment Development within existing Employment Areas (Policy SCLP4.1)

Development of employment uses appropriate to the scale of the settlement (Policy SCLP4.2 and Policy SCLP4.5)

#### Retail

Retail uses within defined District Centres (Policy SCLP4.8)

Protection of local shops (Policy SCLP4.12)

#### Housing

New housing allocations (Section 12)

New housing development and infill within Settlement Boundaries (Policy SCLP5.1)

#### Countryside

Employment Conversion and replacement of rural buildings for employment uses (Policy SCLP4.6)

Farm diversification (Policy SCLP4.7)

Development within existing Employment Areas (Policy SCLP4.1)

New employment uses where need is demonstrated (Policy SCLP4.2)

Retail Protection of local shops (Policy SCLP4.12)

#### Housing

New housing within clusters of existing dwellings (Policy SCLP5.4)

Affordable housing on exception sites (Policy SCLP5.11)

Conversions of agricultural buildings / replacement dwellings (Policy SCLP5.3)

Rural workers' dwellings (Policy SCLP5.6)



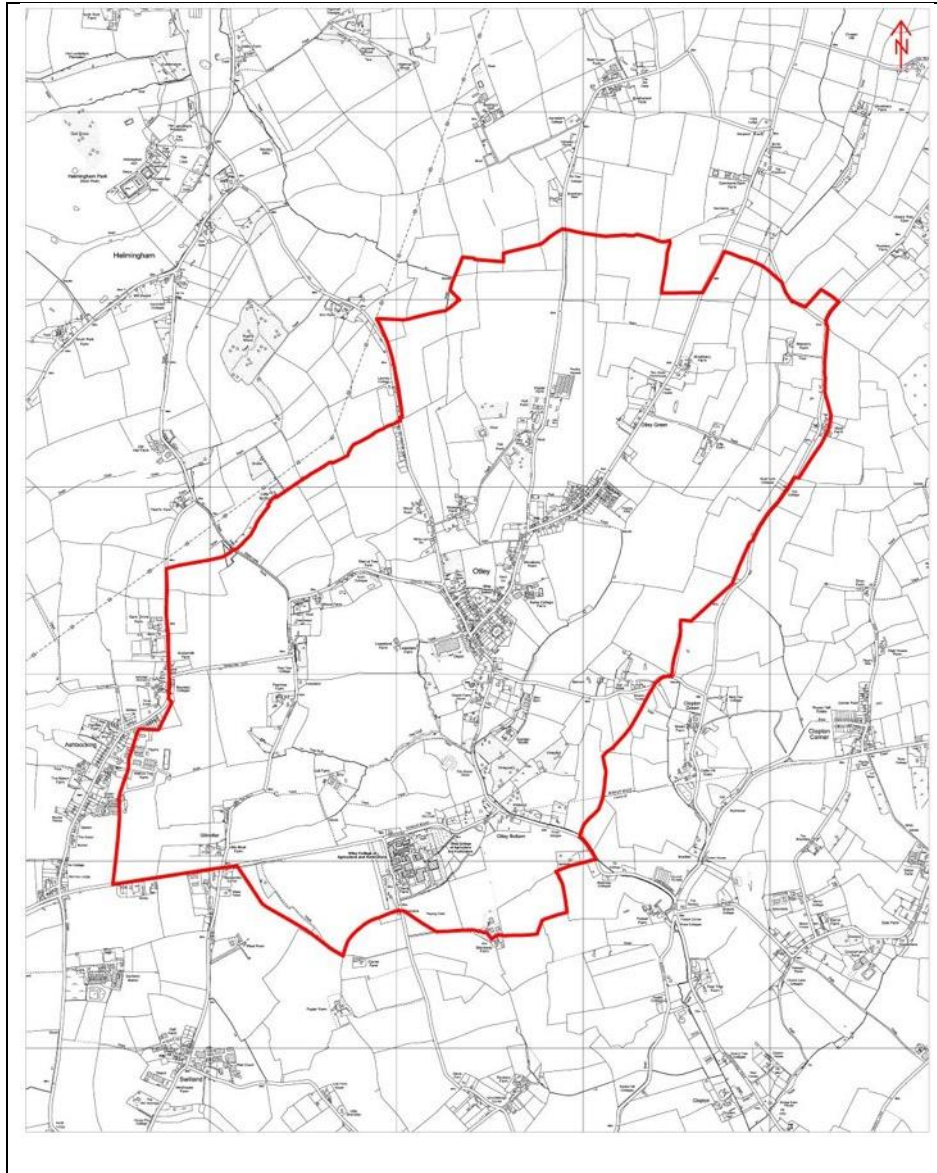
## Appendix A - Neighbourhood Area

Map of Otley Parish Neighbourhood Plan Area (As designated).

**DESIGNATION DECISION UNDER REGULATION 7 OF THE NEIGHBOURHOOD PLANNING (GENERAL) REGULATIONS 2012 (as amended)**

(The area comprises the whole existing Civil Parish of Otley)

<https://www.eastsuffolk.gov.uk/planning/neighbourhood-planning/neighbourhood-plans-in-the-area/otley-neighbourhood-area/>



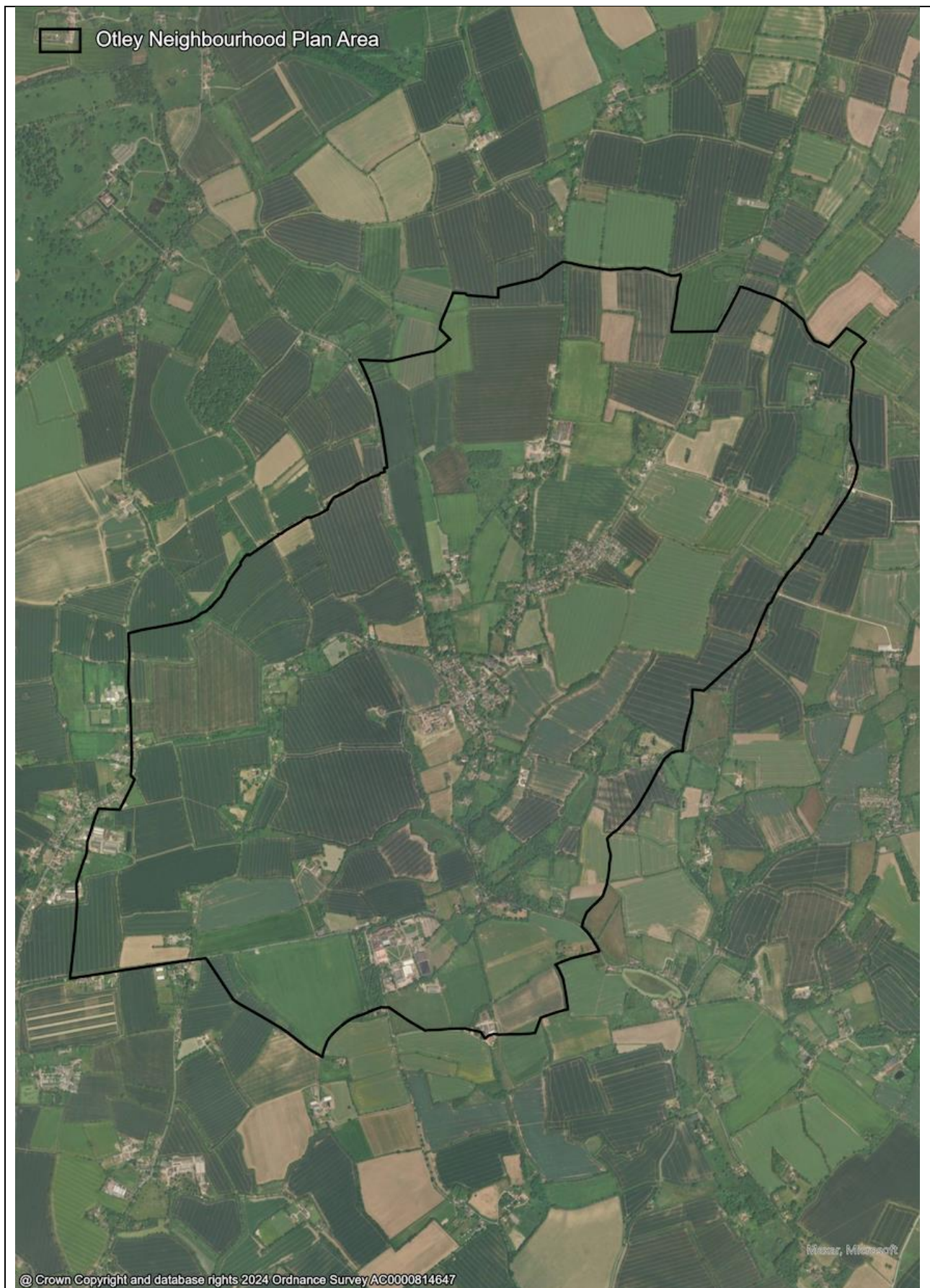


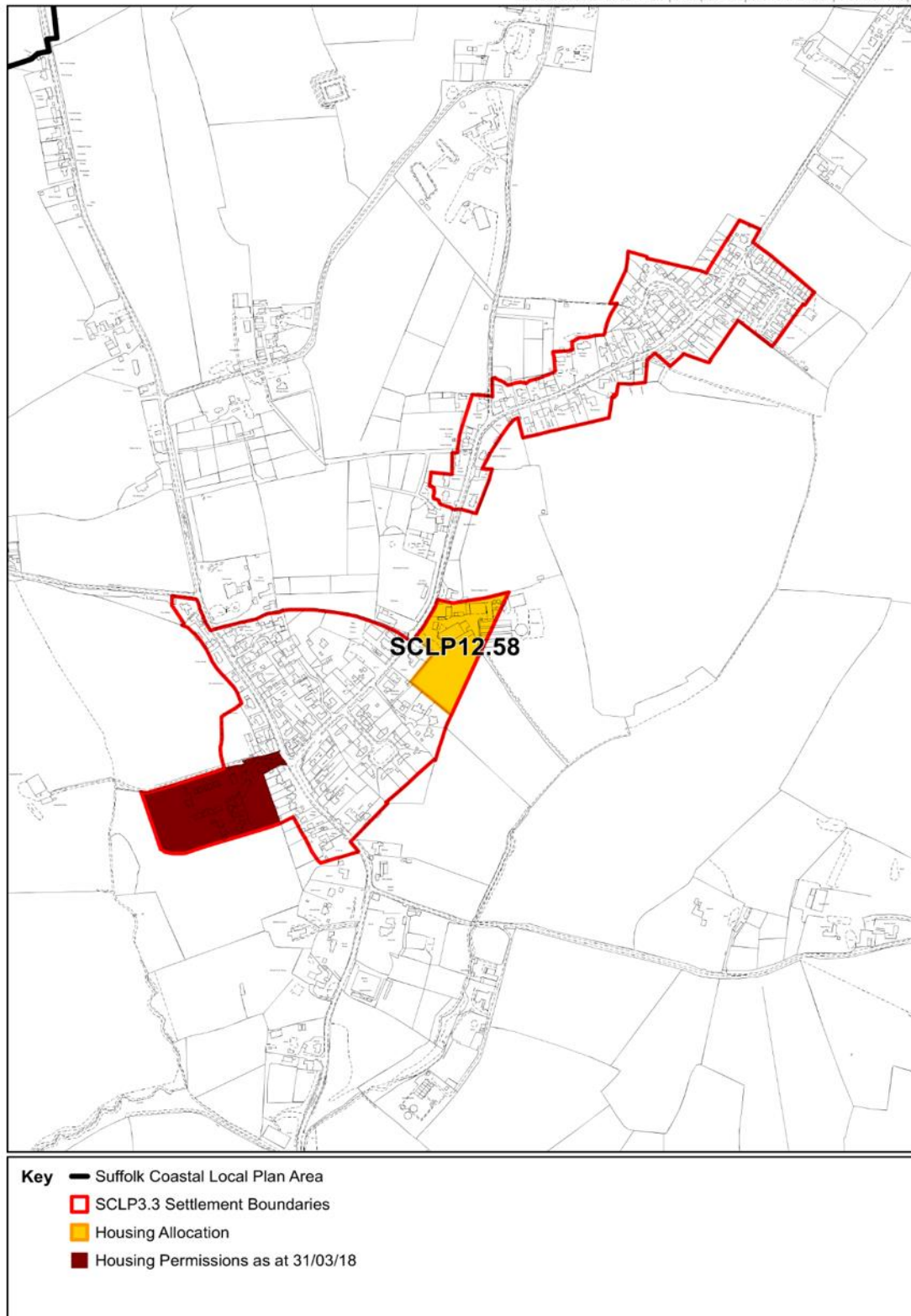
Figure App A-1 Whole Parish overview with Neighbourhood Plan area shown



## Appendix B - Otley Village Settlement Boundary. (SCLP 3.3)

(Including St Mary's Grange and Allocated areas – SCLP 12.58 / St Mary's Grange - to 2036).

Suffolk Coastal Local Plan | Adopted September 2020 | Policies Maps



44 - Otley

**East Suffolk Council**

Scale 1:8,000

© Crown Copyright and database rights 2020 Ordnance Survey 100019684



[www.eastsuffolk.gov.uk/localplan](http://www.eastsuffolk.gov.uk/localplan) 606

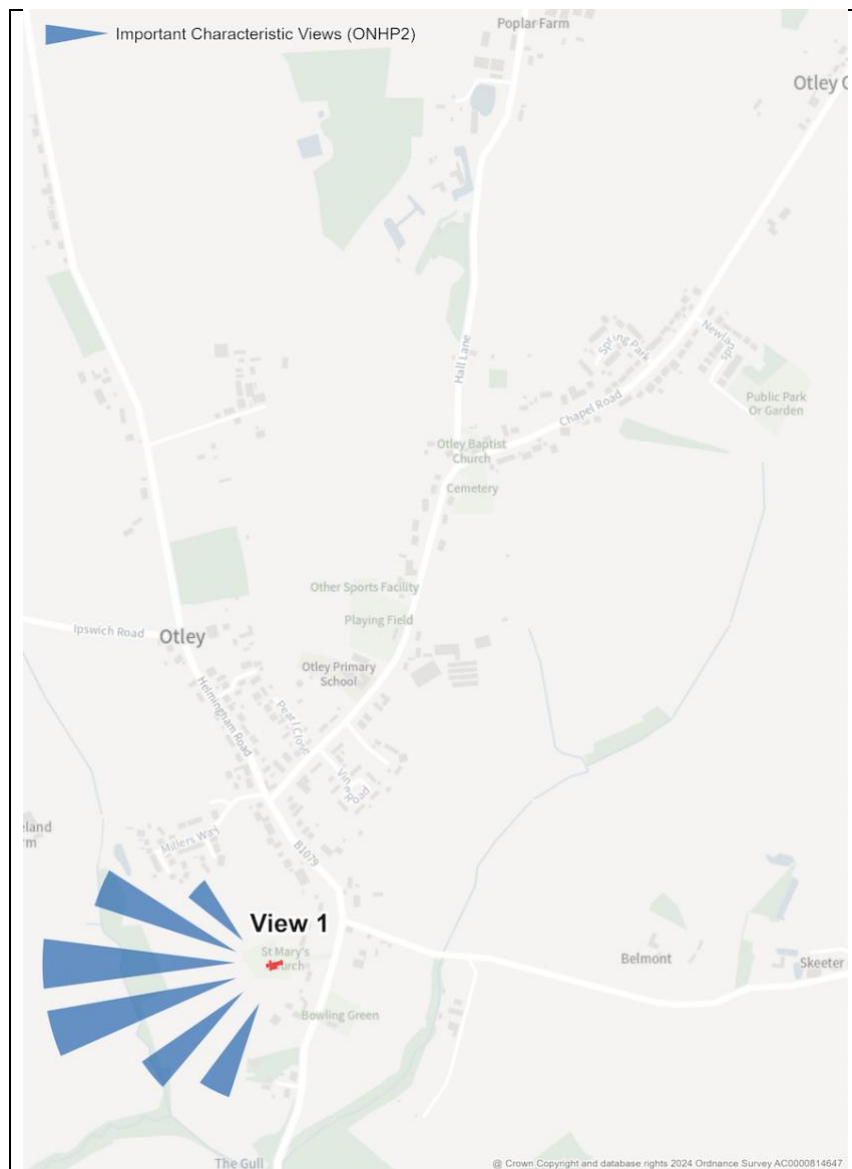


Figure App B-1 Whole village overview (including Settlement Boundaries).

## Appendix C – Plan Showing Important and Characteristic Views

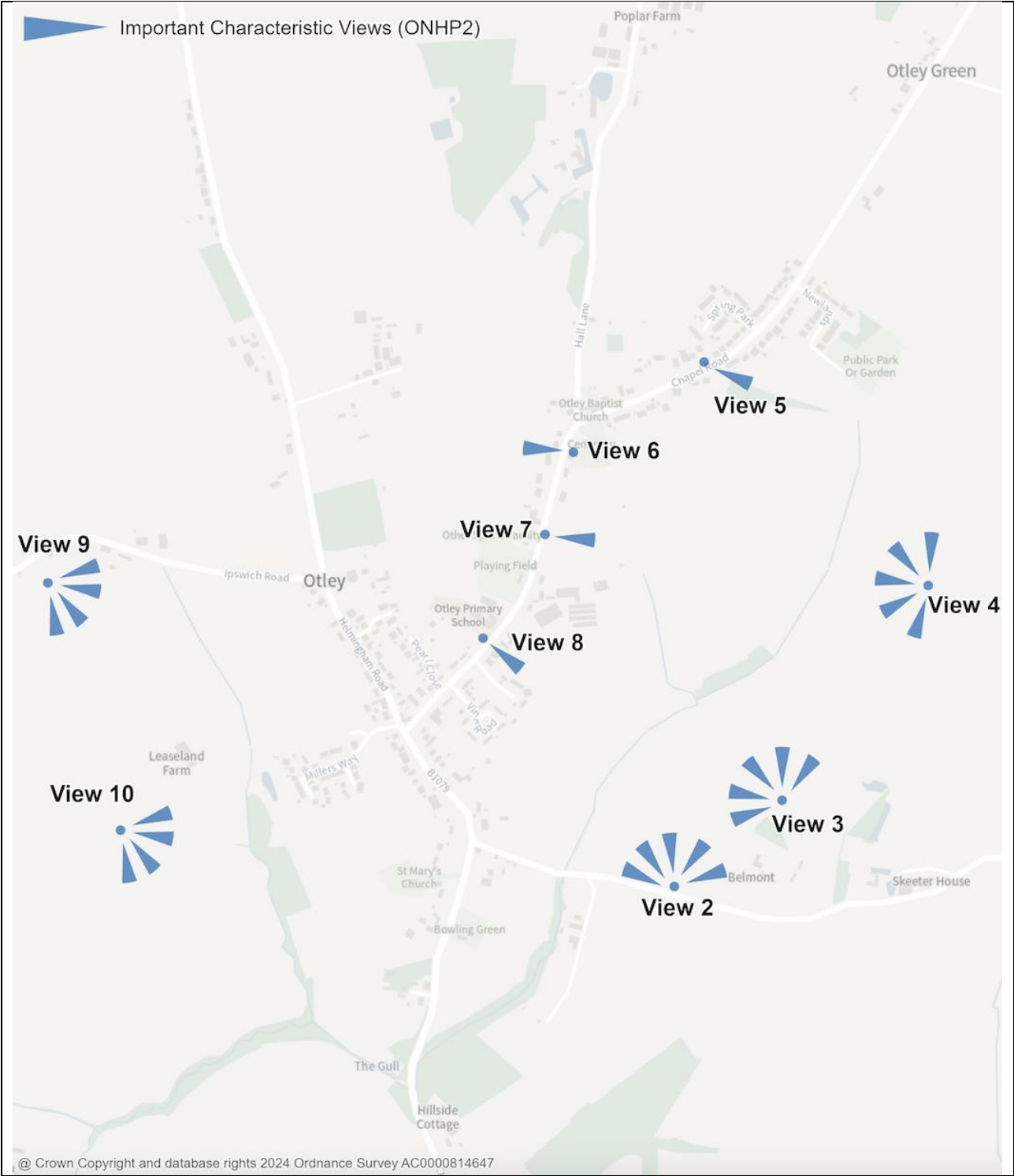
These views evidence the characteristics of Otley Parish and Village as seen internally and externally and are summarised in the two following figures as:

- View 1 – The view outward from the churchyard to the SW and West is considered significantly important to the aspect of St Mary's Church as described in section 4.3.4, 4.3.5 and ONHP3.
- View 2 – View into the village North and west from High House Road.
- View 3 – Views of the village northwest from the junction of footpath No 56 and bridleway No28.
- View 4 – View west towards the village from the corner of bridleway No28.
- View 5 – View outward from Chapel Road east along bridleway No28 "Pigs Muck Lane"
- View 6 – View outward from Chapel Road along footpath No 60 west toward Grange Farm.
- View 7 – Outward from Chapel Road east across open countryside between the settlement areas.
- View 8 – View outward along green corridor to the southeast along footpath No 58.
- View 9 – View towards the village and the church from footpath No61 / Cockes Green.
- View 10 – View towards the village and the church from footpath No 52 at Leasland.



*Views Map 1*





Views Map 2



*APP-C - 1 View of SCLP12.58 west toward the village centre from the east. Illustrating the characteristic natural screening of the built village from outside. Otley Surgery with Otley Primary school behind are viewed in the centre of the image. View 4 on Views Map2.*



*APP-C - 2 View illustrating the natural screening of the built area of Church Road/ Chapel Road between St Mary's Church and SCLP 12.58 site from SE viewpoint on High House Road. View 3 on Views Map2.*



*APP-C - 3 Looking north across to the SCLP12.58 site (Swiss Cottage Farm left of centre) towards the northern extent of Otley village at Otley Green at the far right of picture. (From High House Road). The Swiss Cottage Farm buildings are clearly in view – While working farm buildings are a welcome part of the Suffolk countryside character an opportunity to improve the screened nature of the view exists in the event that SCLP12.58 should be developed. View 2 on Views Map2.*





*APP-C - 4 Views evidencing open space off Chapel Road – incidental space / breaks in the built form. Clockwise from top left View 5, View 6, View 7 and View 8 on views Map2.*



*APP-C - 5 Views into Otley village SW from High House Road (L) and West from bridleway / footpath 28. The natural screening of the built village from the view outside is evidenced clearly.*



*APP-C - 6 Views into the village North from High House Road. Natural mature screening of the buildings is evident.*



Important characteristic internal views within the village and the Parish.



*APP-C - 7 Approach to the Otley Village Settlement Area heading SW on Chapel Road, evidencing the verdant character of the village even where wooden fencing has been used, footpaths with grass verges.*



*APP-C - 8 Approach into Otley Village Settlement Area Heading East on Helmingham Road. Houses generally set back from the road behind mature screening. Limited use of fencing.*





*APP-C - 9 Approach to the Otley Settlement Area heading NE on Chapel Road. Picture taken from the gap between the Otley Village settlement areas, north of SCLP12.58 on Chapel Road. Note the area to the right – open to the fields – and note the mature screening of dwelling set back from the road in the mid to further distance. Footpaths with grass verges.*



*APP-C - 10 Approach into Otley Village Settlement Area on Hall Lane. A very rural and verdant environment. Buildings not evident due to mature screening.*





*APP-C - 11 Entry to the Otley Village Settlement area on Chapel Road. The rural nature of the approach with houses screened ahead by mature hedgerows and trees.*



*APP-C - 12 Approach to Otley Settlement Boundary from Ipswich Road. Evidenced mature screening and dwellings screened and set back from the road.*



## Important characteristic gateway views into the Parish.

App-C 13 to 18 Effectively illustrate the rural and verdant character of Otley Parish.



*APP-C - 13 Entry into the Parish of Otley from the east along B1079.*



*APP-C - 14 Entering the Parish of Otley heading North on Charity Lane*





*APP-C - 15 Entering the Parish of Otley Heading East towards Gibraltar on the B1078 (Roman Road).*



*APP-C - 16 Entering the Parish of Otley heading south on the B1079 Helmingham Road.*



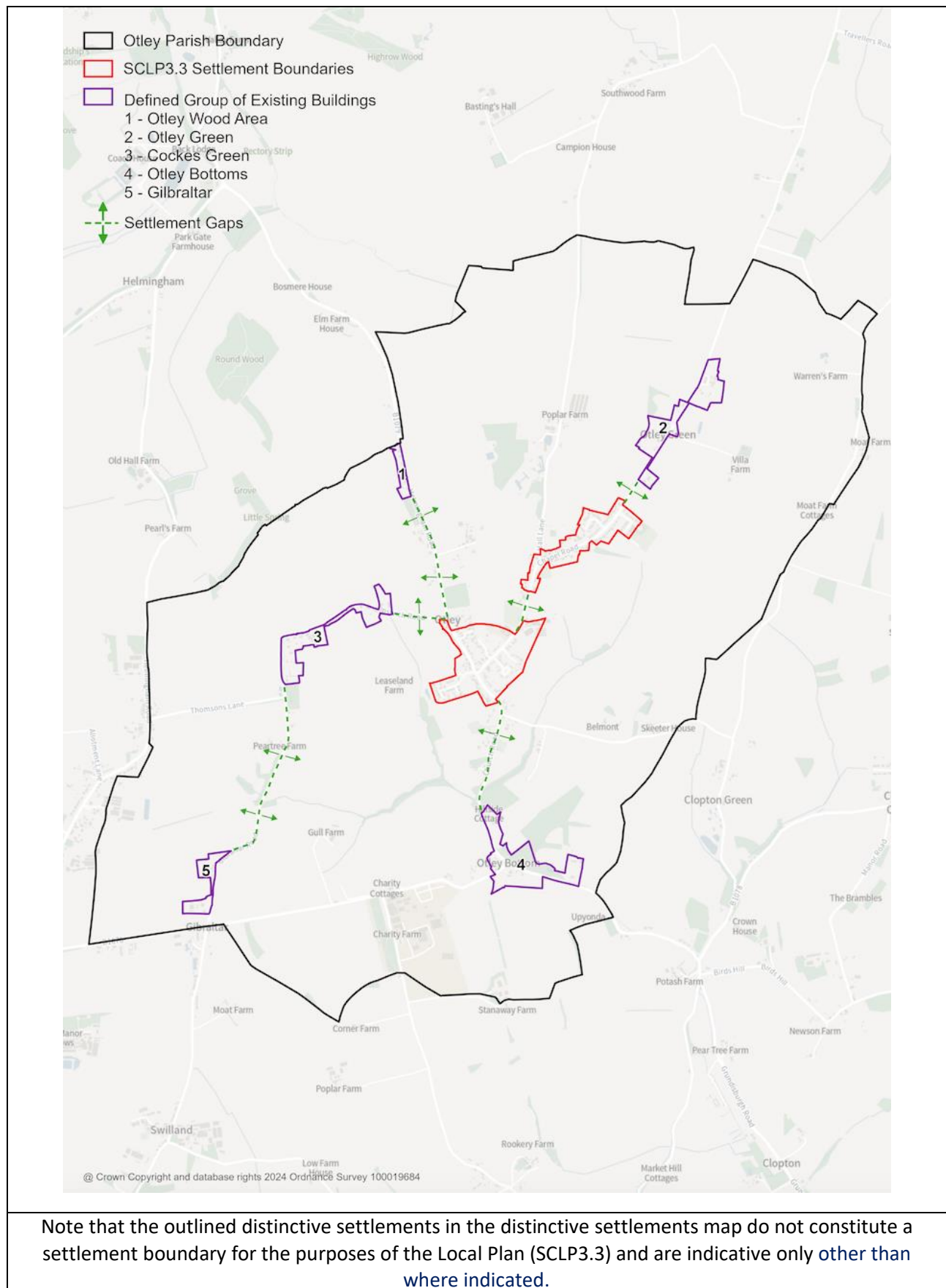


*APP-C - 17 Entering the Parish of Otley on Hall Lane heading south.*



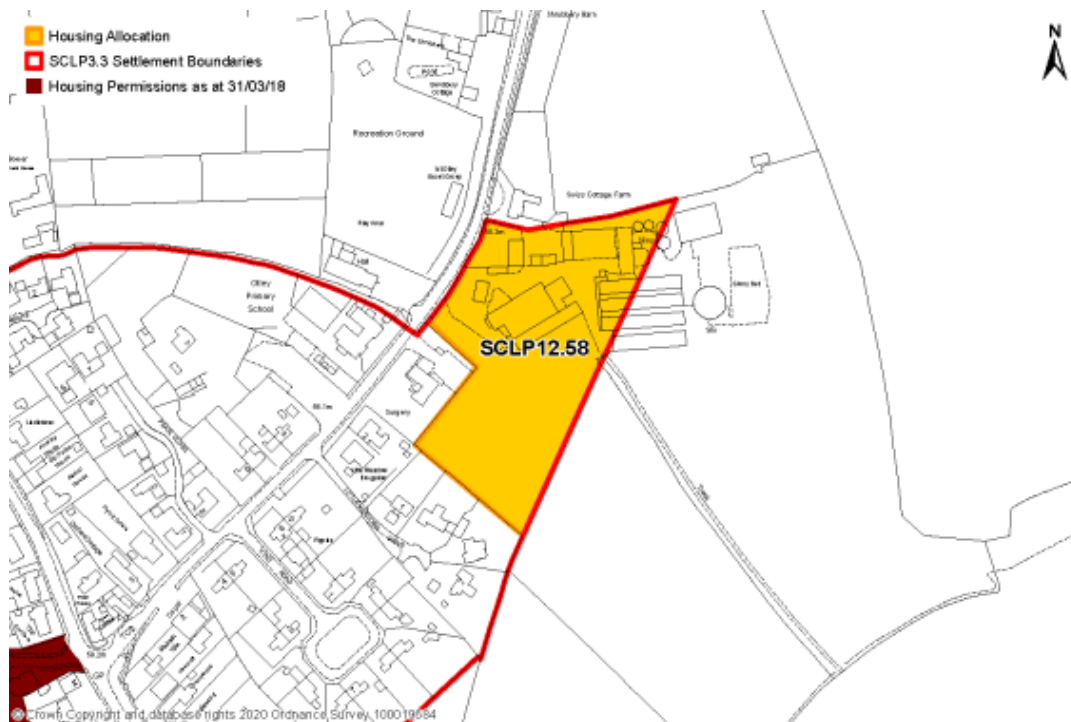
*APP-C - 18 Entering the Parish of Otley on Otley Road heading SW towards Otley Green.*

## Appendix D - Map of distinct settlements across the Parish.





## Appendix E – Swiss Cottage Farm site as identified in the Local Plan



Note: Below extracted from East Suffolk Council Local Plan incorrectly refers to Swiss Farm, Otley which is actually Swiss Cottage Farm, Otley.

### Policy SCLP12.58: Land adjacent to Swiss Farm, Otley

1.47ha of land at Chapel Road, Otley, as shown on the Policies Map, is identified for the development of approximately 60 dwellings.

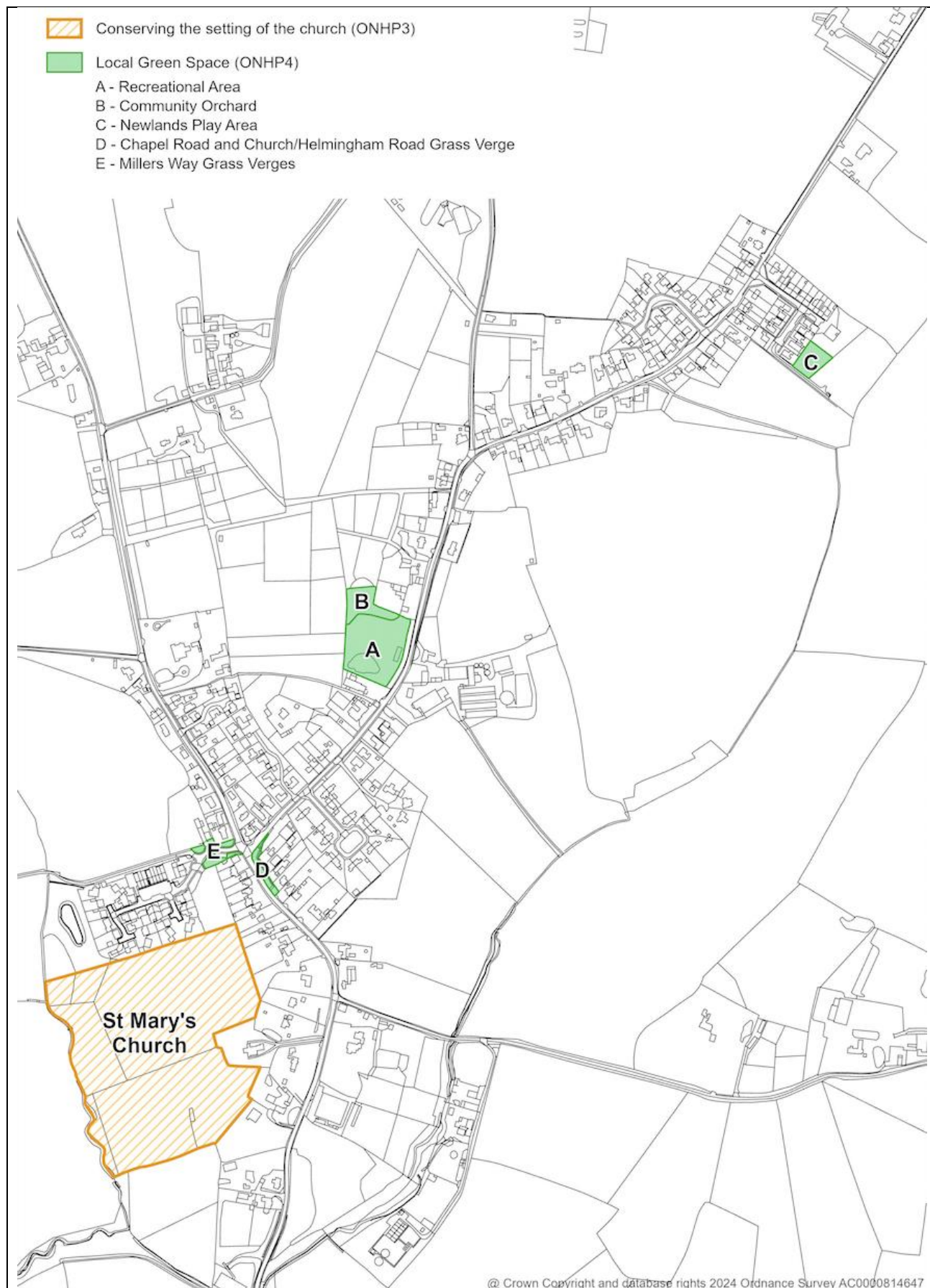
Development will be expected to accord with the following criteria:

- a) Provision of housing that would meet the needs of older people;
- b) Provision of affordable housing on site;
- c) A site-specific Flood Risk Assessment;
- d) Provision of open space;
- e) Provision of pedestrian connectivity with the services to the north of Chapel Road;
- f) Provision of a Transport Assessment, in particular to assess impacts on the B1078 / B1079 junction;
- g) Provision of landscaping to the eastern border of the site to provide an appropriate edge in relation to the open countryside beyond the site;
- h) An ecological survey will be required, along with any identified mitigation measures; and
- i) Provision of a Contaminated Land Assessment.

Proposals for the site will need to demonstrate that any continued uses and structures on agricultural land to the east of the site would not cause an unacceptable impact on the living conditions of the future occupiers of the site, and ensure that the new development can be integrated effectively with the neighbouring agricultural use.



## Appendix G – Local Green Spaces In Context



## Appendix H – Suffolk Wildlife Report

**Link to Otley Parish Council website with copy of landscape and wildlife report.**

[Otley-Neighbourhood-Plan-Landscape-and-Wildlife-Evaluation-1.pdf \(onesuffolk.net\)](#)



## Appendix J – Definitive Map

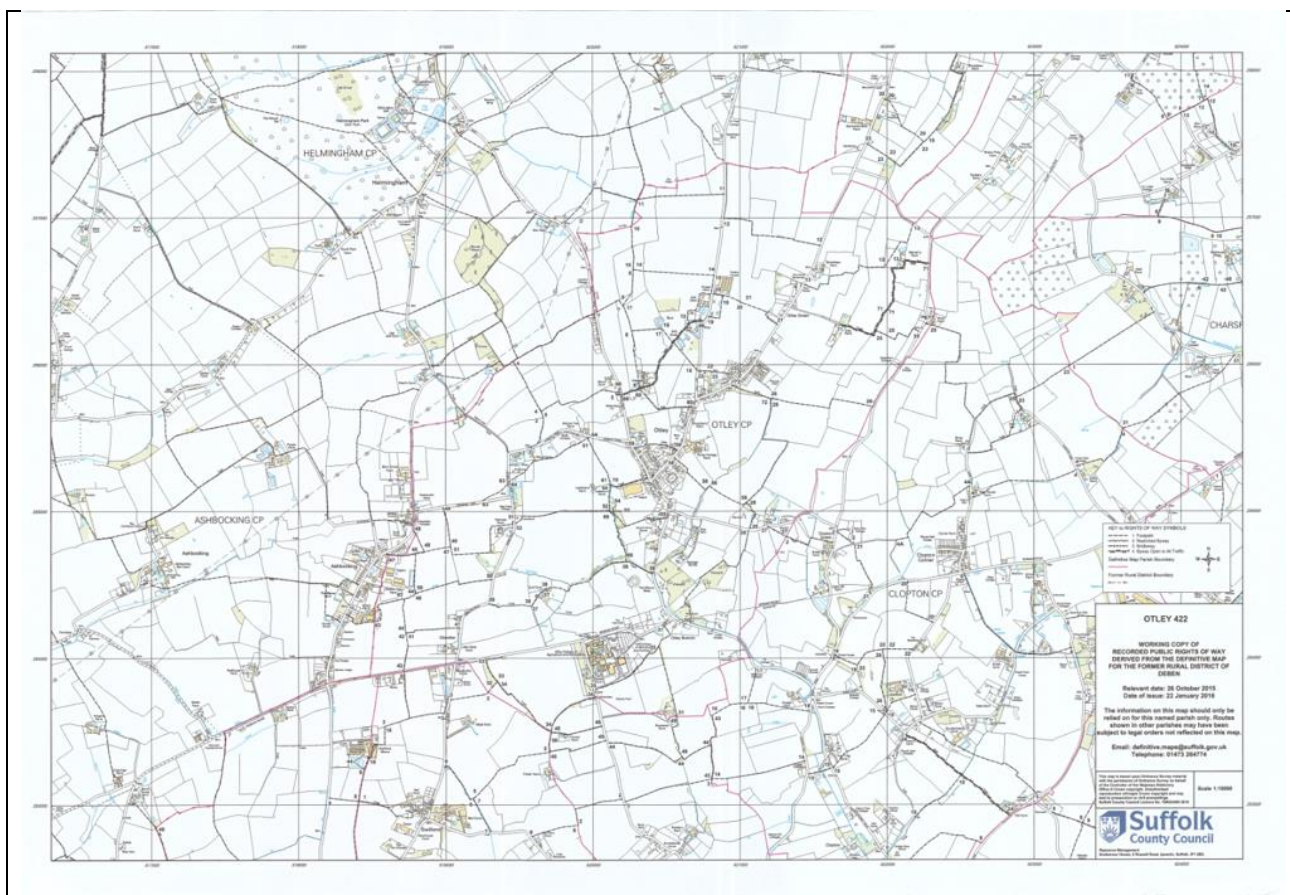
About the definitive map and statement. (Source: Suffolk County Council).

The definitive map and statement are the conclusive legal record of the existence, status and location of all recorded public rights of way in Suffolk at the relevant date of the map (26<sup>th</sup> October 2015). The relevant date is the date on which all confirmed legal orders were last consolidated to produce a new up to date sealed definitive map. Under sections 53 and 57(5) of the Wildlife and Countryside Act 1981 Suffolk County Council has a statutory duty to maintain and update the definitive map and statement, and to make them available for inspection by the public.

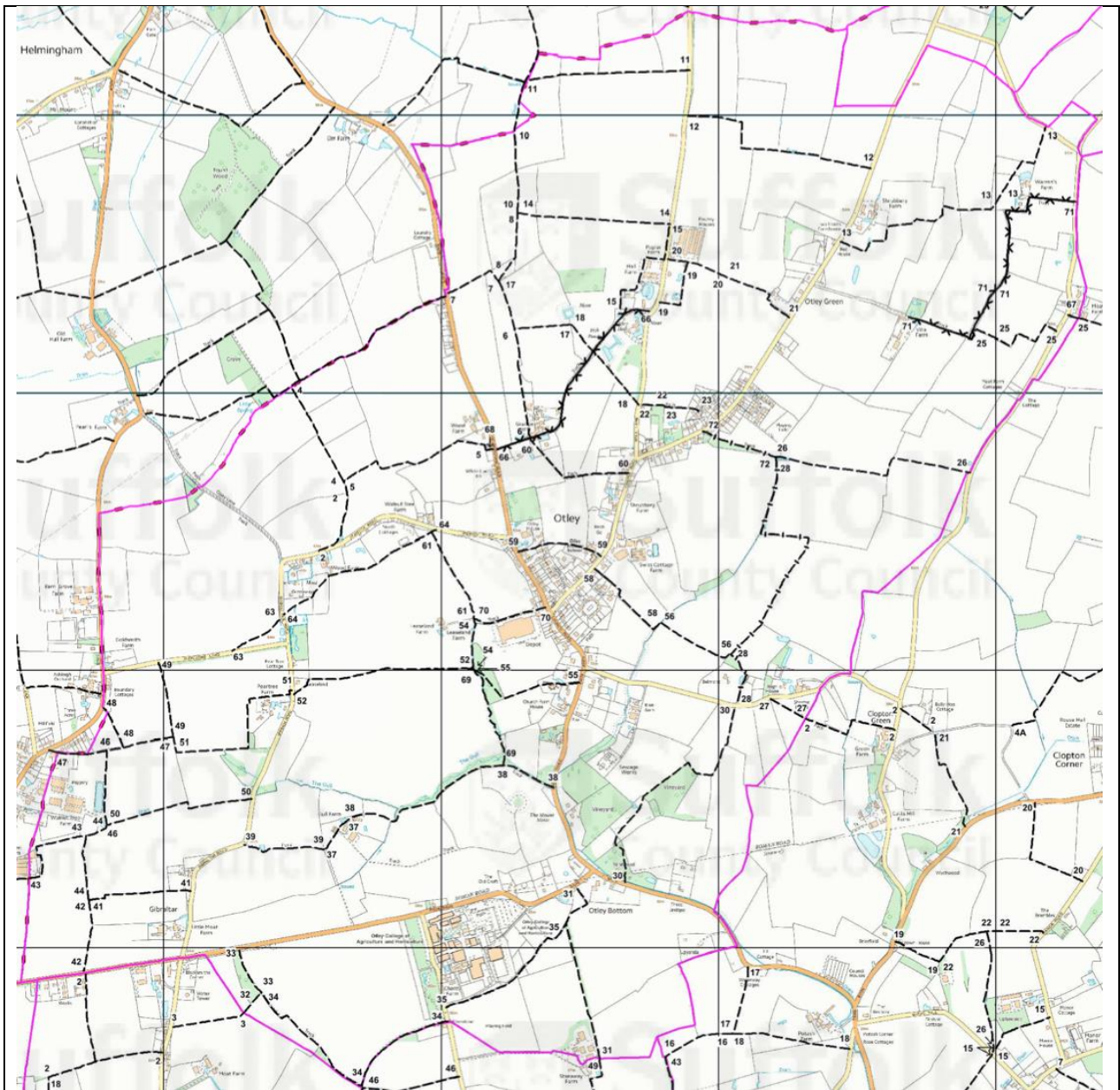
The definitive map shows public rights of way at a scale of 1:10,000cm (approximately 6 inches to one mile), and the accompanying definitive statement describes the routes shown on the map. The statement also sometimes defines the widths of routes, and describes "limitations" such as stiles or gates, though it does vary in the amount of detail it includes.

Access digital copy of the definitive map for Otley Parish at:

<https://www.suffolk.gov.uk/asset-library/imported/Otley.pdf>



APP-J - 1 Definitive Map of public footpaths (Suffolk County Council)



*APP-J - 2 Definitive Map of public footpaths (Otley Parish area detail : source Suffolk County Council)*



## Appendix K – Policies Map

