

District Council Report

May 2026

Full Council met on 21st May for the Annual Meeting. Cllr Kelli Pettitt was elected as Chair of Council, with Cllr Keith Horgan elected as Vice-Chair.

Cllr Anna Bailey was elected as Leader of the Council, with Cllr Julia Huffer as deputy Leader.

Council debated 3 motions, with motions calling for dualling the A10, and for action to improve access to banking facilities being accepted. A motion regarding access to job interviews for care-experienced and disabled applicants was not accepted.

Chairs, vice-Chairs and membership of Committees were also decided by Council. I have been elected as vice-Chair of the Audit Committee for 2026/27, and also appointed to the Operational Services Committee and appointed as substitute member on the Cambridgeshire and Peterborough Combined Authority Overview and Scrutiny Committee.

I also attended an Audit Committee self-assessment exercise, which will help to inform an Annual Report to Council.

David Brown



EAST CAMBRIDGESHIRE DISTRICT COUNCIL

THE GRANGE, NUTHOLT LANE,
ELY, CAMBRIDGESHIRE CB7 4EE

Telephone: Ely (01353) 665555
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Katherine Hyett
Clerk to Burwell Parish Council
The Jubilee Reading Room
99 The Causeway
Burwell
Cambridge
CB25 0DU

This matter is being dealt with by:

Gavin Taylor

Telephone: 01353 665555,
E-mail: Gavin.Taylor@eastcambs.gov.uk
My Ref: 26/00014/REFAPP
Your ref

29th May 2026

Dear Sir/Madam

TOWN & COUNTRY PLANNING ACT 1990

Site Address: Land Southwest Of Hightown Drove Burwell Cambridgeshire

Description of development: Erection of a battery energy storage facility and associated infrastructure

Application Reference: 25/00639/FUM

Appellants name: Grenergy Renewables UK Limited

Inspectorate Appeal reference: 6009466

Appeal start date: 22nd May 2026

I refer to the above details. An appeal has been made to the Secretary of State against the decision of East Cambridgeshire District Council to refuse to grant planning permission.

The appeal will be determined on the basis of **written representations**. The procedure to be followed is set out in Part 2 of the Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009, as amended.

We have forwarded all the representations made to us on the application to the Planning Inspectorate and the appellant. These will be considered by the Inspector when determining the appeal.

If you wish to make comments, or modify/withdraw your previous representation, you can do so online at <https://appeal-planning-decision.service.gov.uk/comment-planning-appeal/enter-appeal-reference>.

If you do not have access to the internet, you can write (quoting the appeal reference) to:

Planning Inspectorate, c/o QUADIENT, 69 Buckingham Avenue, Slough, SL1 4PN

All representations must be received by 29th June 2026. Any representations submitted after the deadline will not usually be considered and will be returned. The Planning Inspectorate does not acknowledge representations. **All representations must quote the appeal reference.**

Please note that any representations you submit to the Planning Inspectorate will be copied to the appellant and this local planning authority and will be considered by the Inspector when determining the appeal.

The appeal documents can be viewed on our Public Access webpage (<https://pa.eastcambs.gov.uk/online-applications/>) and entering the reference number at the top of this letter under My Ref.

You can get a copy of one of the Planning Inspectorate's "Guide to taking part in planning appeals" booklets free of charge from GOV.UK at <https://www.gov.uk/government/collections/taking-part-in-a-planning-listed-building-or-enforcement-appeal> or from us.

When made, the decision will be published online at <https://appeal-planning-decision.service.gov.uk/comment-planning-appeal/enter-appeal-reference> .

Yours faithfully

A handwritten signature in blue ink, appearing to read 'D. Morren', is written over a faint blue grid background.

David Morren MRTPI
Strategic Planning And Development Management Manager

Spring close Completion Report.

Below is photos/ description of the important, high and medium works carried out at Spring close. Works completed 8th April.

		<p>T1 – Wild cherry crown raise 3m over road and sever ivy</p>
		<p>T13- reduce limbs to clear telephone wire and sever ivy</p>
		<p>T14- Ash sever ivy to 1m</p>
		<p>G1 – Major dead wood removal over footpath</p>



G4 – Removal of dead elms



G5 - Crown raise to 5m over road



T19 – Ash monolith to 5m and **T20** Ash reduce 2-3m



T23 – Ash dead wood over access areas

Priory Meadow Completion Report.

Below is photos/ description of the important works carried out at Priory meadow. Works completed 9th April.



T14 and T16- Ash 2m reductions



T19- Ash removal of broken branches in canopy



T21- Willow removal of major deadwood

Burwell Cemetery Completion Report.

Below is photos of the more major works completed at Burwell cemetery site. Works all completed 9th February with stump grinding carried out on 16th February.



T1 Prunus avium and T2 Whitebeam
Crown raise 2.5m over road way



T6 – Whitebeam
Removal and stump grind



T8 – Acer Platanoides
Crown reduce 2m



T9 – Tilia cordata
2m crown lift

		<p>T12 – Tilia Cordata Dead wood removal</p>
		<p>T17 – Prunus avium Crown reduce south westerly side 2m</p>
		<p>T50 and T51 Acer Platanoides Major dead wood removal and crown raise</p>

Jubilee green Completion Report.

Below is photos/ description of the important works carried out at Jubilee green. Works completed 10th March.



G3 -Field Maples removal of dead wood over 50mm and 50cm long



G4 – Crown reduction of end tree 2m from neighbours building and dead wood over 50mm and 50cm long in group



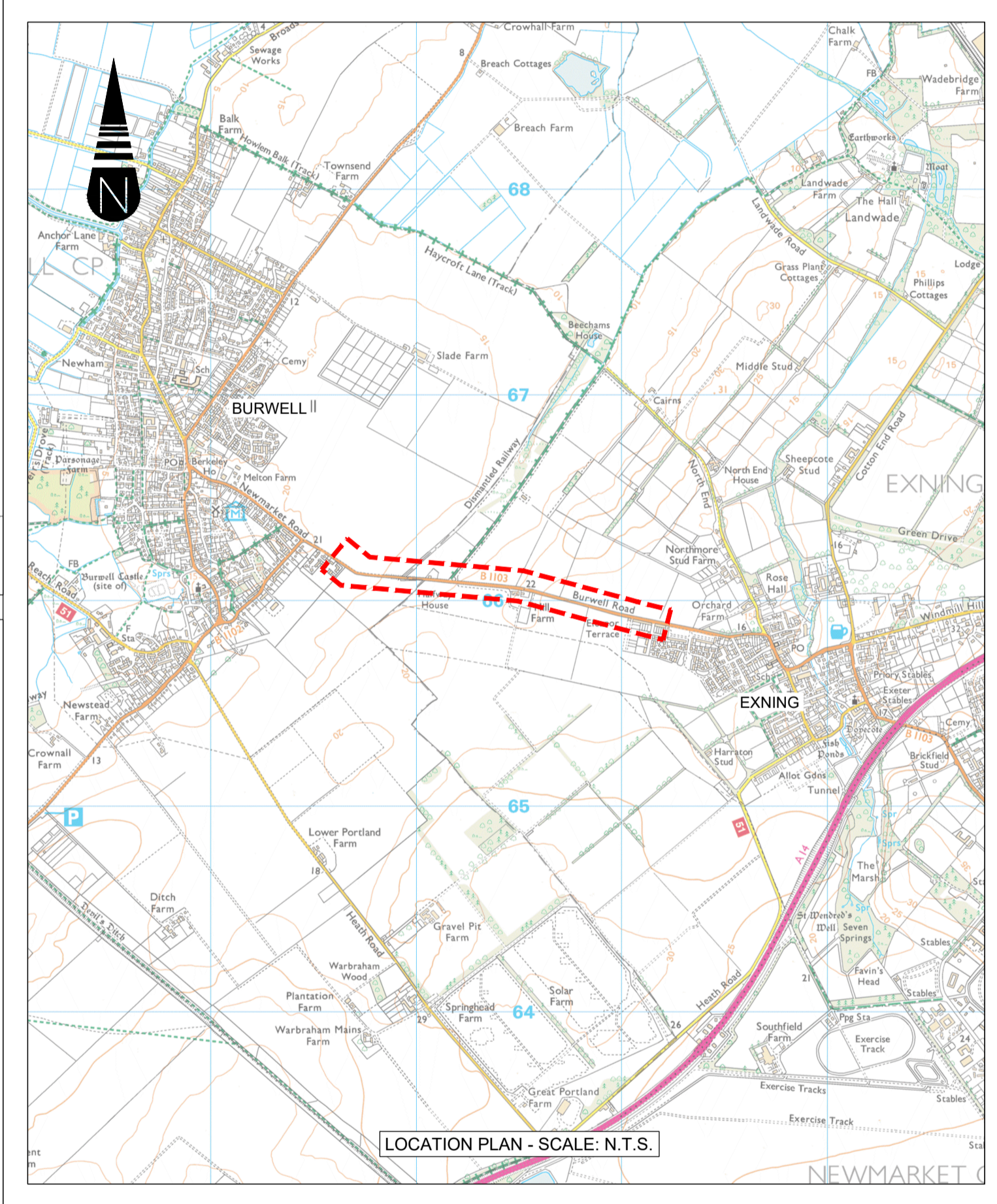
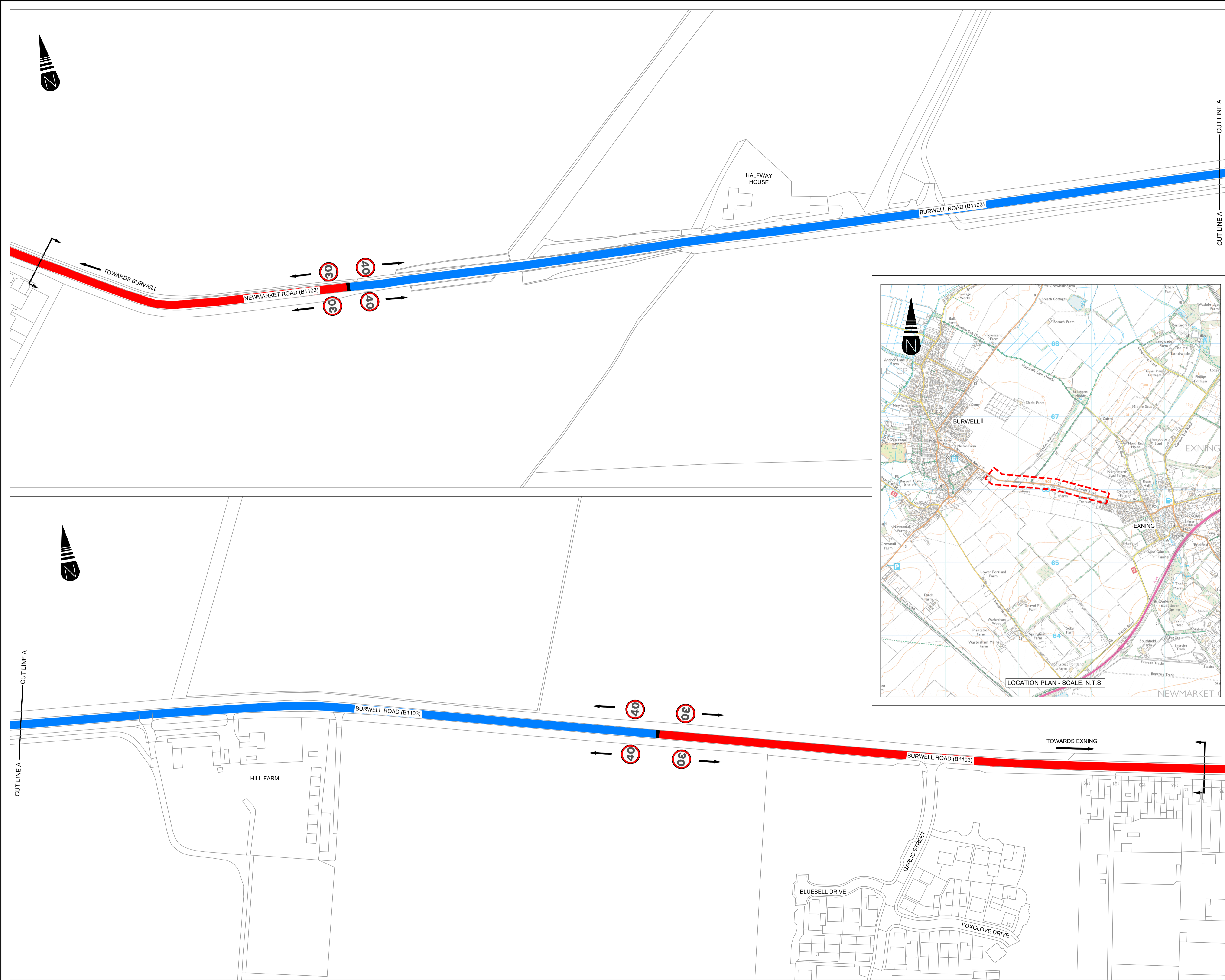
T13- Cherry
Crown reduce 3m



T14- Hawthorn
Removal to ground level



T15 – Field maple dead wood removal over 50mm and 50 cm long



KEY

- EXTENT OF PROPOSED SPEED RESTRICTION CHANGE FROM NATIONAL SPEED RESTRICTION TO 40mph. (TOTAL LENGTH 960m)
- EXISTING 30mph SPEED RESTRICTION TO REMAIN
- SCHEME EXTENTS

P01	FIRST ISSUE			
Rev	Date	Description	Dm	Chkd App
Revisions				



Unit 10, Three Rivers Business Centre
Fetterslowe Road, Foxhall, Ipswich, IP10 0BF
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Drawing Status
FOR CONSULTATION

Project Name
BURWELL TO EXNING

Title
TRAFFIC REGULATION ORDER SHEET 1 OF 1

DRAFT

Sheet Size A1	Scale 1:1000	Drawn by	Checked by	Approved by
		Drawn Date	Checked Date	Approved Date

Drawing Number	Status	Rev
232138-TRA-HGN-EXN-DR-CH-0101	S2	P01

Public Notice / Tender Request

Department:	Legal Services		
Contact:	Rhea Philip	Tel:	01473 265176
Oracle code:		LS CRM Ref:	<u>87264</u>
TITLE:	SUFFOLK COUNTY COUNCIL (DISTRICT OF FOREST HEATH) (EXNING) (BURWELL ROAD) (B1103) (30 MPH SPEED LIMIT) ORDER 202-		
LOCATION:	Burwell Road, Exning		

Advertising Office Use Only				
PUBLICATION	DATE	SIZE	VACANCY REF	ORDER NO.
EADT	20/05/26			

Special Instructions: (e.g. quote, proof required before approval/classification etc.)

Voucher required: *(Please tick if required. We may not be able to provide you with a voucher at a later date)*

ADVERTISING OFFICE USE ONLY						
Ack checked		Ack sent		Deadline Given		Job no.
Advertising notes:						

SUFFOLK COUNTY COUNCIL (DISTRICT OF FOREST HEATH) (EXNING) (BURWELL ROAD) (B1103) (30 MPH SPEED LIMIT) ORDER 202-

Suffolk County Council proposes to make the above order for the District of Forest Heath under Section 84 and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984, as amended, the effect of which would be to introduce a 30mph speed limit to Burwell Road (B1103) to extend the existing 30mph speed limit along this road. The speed limit extension will apply to both sides of Burwell Road (B1103) and will start from a point 73 metres west of the last street-light column on Burwell Road and will extend in a westerly direction for distance of 130 metres.

Copies of the draft order, map showing the roads affected and the Council's reasons for the proposals, may be seen with advance notice at the address below, 9:00 a.m. - 5:00 p.m. Monday - Friday; also at **Newmarket Library**: Monday: Closed, Tuesday, Thursday and Friday: 8:30am – 5pm; Wednesday: 9am – 5pm, Saturday: 9am – 5pm, Sunday: 10am-4pm.

Objections and any other representations relating to these proposals, specifying the grounds on which they are made, must reach Suffolk County Council Legal Services at the address below or at rhea.philip@suffolk.gov.uk no later than 11th June 2026. Please note that any such correspondence cannot be regarded as confidential and may be inspected by any interested party.

Date: 20th May 2026

NIGEL INNISS
Head of Governance
Suffolk County Council
Endeavour House
8 Russell Road
Ipswich
IP1 2BX

Burwell Parish Council
Finance and General Purposes
26.5.2026

Present: Paul Webb (Chair), Linda Kitching, Lea Dodds, Liz Swift Geraldine Tate, Hazel Barber, Yvonne Rix (RFO) and Katherine Hyett (Clerk)

<p>F&GP/26052026/01 Apologies for absences and declarations of interests</p>	<p>Apologies had been received from Yemi Macaulay and Brenda Wilson. There were no declarations of known interests.</p>
<p>F&GP/26052026/02 Approval of the minutes of the meeting held on 31st March 2026</p>	<p>The minutes of the meeting held on the 31st March 2026 were signed as a true and correct record.</p>
<p>F&GP/26052026/03 Consideration of the Action Sheet 1. Policy Review - Schedule of Policy Review</p> <p>2. CCLA Investment - Funds at 30.04.2026 £119,020.26</p>	<p><u>Policy Review</u> The Clerk reported that she is working on the schedule for reviewing the policies and will send the list to group members once finalised. The RFO will also have the list so that policies can be included on the agenda at the appropriate time.</p> <p><u>CCLA Funds</u> The group noted that the funds in the CCLA Account at the 30.4.2026 was £119,020.26.</p>
<p>F&GP/26052026/04 Health and Safety Matters:</p> <p>1. Adoption of new Health and Safety Policy – draft and summary of changes attached.</p> <p>2. Adoption of new lone workers policy – draft and summary of changes attached.</p> <p>3. Consideration of the need for further risk assessments to be undertaken.</p> <p>4. Any other matters</p>	<p>The Clerk reported that she has written the draft H&S Policy for the Council. This has been reviewed by Bright HR who have made a few minor amendments. The document now needs to be approved by Council to ensure legal compliancy. Once approved, more detail can be added to enhance the policy.</p> <p>Recommendation to Full Council that the Draft Health and Safety Policy is approved and adopted.</p> <p>A revised Lone Workers Policy has been shared with the Group. This needs to be revised regularly, at a minimum once per year.</p> <p>Recommendation to Full Council that the revised Lone Workers Policy is approved and adopted.</p> <p>The Clerk is currently working through all Council Risk Assessments. An external consultant is drawing up risk assessments for the Maintenance Officer, with some information needing to come from occupational health.</p> <p>None.</p>

F&GP/26052026/05 HR Matters	<p>The Clerk reported that Harvey Rowland is due to commence work on 1st June 2026. He will work 15 hours per week on a Monday, Tuesday, and Wednesday.</p>
<p>F&GP/26052026/06</p> <ol style="list-style-type: none"> 1. Update on CIL Funding 2. Update on provision of vehicle for Maintenance Officer 3. Update on the Communication Group 4. 3 to 5 Year Plan 	<p>Current unallocated CIL funding stands at £8959.91. The Clerk suggested that some of this funding could be used to make the play areas more inclusive. To be discussed further at the next meeting.</p> <p>Lea Dodds informed the group that he is still looking at feasible options.</p> <p>A meeting to be arranged for June 9th at 6.15 pm to finalise the terms of reference and protocol for the group prior to approval by the Council. It was generally felt that the group should consist of a mix of councillors to ensure a balance of views.</p> <p>It was noted that the 3 to 5 Year Plan would be discussed in more detail at the July meeting following the Strategy Day/Evening on the 16th June 2026.</p>
<p>F&GP/26052026/07 Investment of further funds in a higher interest rate account</p>	<p>After some discussion regarding options for investing the agreed £200,000 in a higher interest account the group recommends the following to Full Council proposed by Paul Webb and seconded by Geraldine Tate:</p> <p>That a 12-month fixed rate Unity Trust savings account is opened and £200,000.00 is transferred to the account from the Unity Trust current account.</p> <p>That £50,000.00 is transferred to the existing CCLA account from the Unity Trust current account.</p> <p>That following the presentation of Quarterly Reports consideration is given to the option of transferring further funding to a higher rate account.</p> <p>Paul Webb suggested that the Council should consider earmarking a further £50,000 for Newmarket Road Sports Hub from General Reserves. This to be considered at a later date.</p>
<p>F&GP/26052026/08 Audits:</p>	

<p>1. Internal Audit</p> <p>2. External Audit</p> <p>3. Exercise of Public Rights 2025/2026</p> <p>4. Appointment of Internal Auditor 2026/2027</p> <p>5. Scope of Audit 2026/2027</p>	<p>All items requested by Moore (Internal Auditors) have now been sent.</p> <p>All items required by the External Auditors (PK Littlejohn) need to be submitted by 1.7.2026. Aiming for the AGAR etc to be presented to Full Council on 9th June or 30th June 2026 subject to receipt of the internal audit report.</p> <p>The suggested date for this is 3rd June to 14th July but would suggest that the 1st July to 11th August is more appropriate for the Council.</p> <p>Council to be made aware that the Exercise of Public Rights for the financial year 2025/2026 will be from 1st July 2026 to 11th August 2026.</p> <p>Currently using Moore, Quote requested for 2026/2027. RFO to obtain further quotations and will bring back to the July F&GP meeting.</p> <p>Following a proposal from Paul Webb, seconded by Liz Swift that a recommendation is made to Full Council that the scope for audit for 2026/2027 is the same as 2025/2026 which will meet all governance requirements.</p>
<p>F&GP/26052026/09 Any urgent matters:</p> <p>1. Increased Mileage Rates</p>	<p>HMRC has increased the mileage allowance from 45p per mile to 55p per mile effective from 6.4.2026.</p> <p>Recommendation to Full Council that this increase is implemented for all authorised parish council travel.</p> <p>Proposed by Paul Webb and seconded by Linda Kitching.</p>
<p>F&GP/26052026/10 Date of the next meeting – 28th July 2026</p>	<p>The next meeting will be held on 28th July 2026.</p> <p>The meeting closed at 20.45 pm.</p>

HEALTH & SAFETY POLICY SUMMARY OF KEY DIFFERENCES (2019 → 2026 UPDATE)

Current policy [here](#)

1. ✓ Proper HSE Structure Added (MAJOR CHANGE)

Now includes the required 3-part structure:

Statement of Intent; Organisation (who does what); Arrangements (how risks are managed)

👉 This is a core HSE requirement for all policies

2. ✓ Stronger Legal Compliance & Clarity

Added explicit references to:

Risk assessments (mandatory), RIDDOR reporting, COSHH, Manual handling, Fire safety.

👉 These are expected under modern HSE practice and supporting regulations to HSWA 1974

2019 issue: Only general statements, little operational detail.

3. ✓ Clear Roles and Accountability

- Defined responsibilities for Council, Clerk, staff, and contractors
- Clarified **day-to-day vs overall responsibility**

👉 HSE requires policies to clearly state “who does what, when and how” [[hse.gov.uk](https://www.hse.gov.uk)]

2019 issue: Clerk mentioned, but responsibilities not fully developed.

4. ✓ Formal Risk Management Approach

- Introduced structured **risk assessment system**
- Requirement for review and documentation

👉 Strongly emphasised in NALC template policies and modern councils

2019 issue: Mentioned risk assessment but no system/process.

5. ✓ Addition of “Arrangements” Section (BIG GAP FIX)

New operational sections added:

Accident reporting; Training; Equipment safety; COSHH; Lone working; Fire safety; First aid

👉 These reflect **modern NALC template policies (2023–2024 updates)**

2019 issue: Lacked practical implementation detail.

6. ✓ Contractor Management Strengthened

- Now requires RAMS and competence checks

2019 issue: Only mentioned contractors briefly.

7. ✓ Monitoring, Review & Continuous Improvement

- Annual review requirement formalised
- Introduced governance link (agenda/monitoring)

👉 HSE expects policies to be kept current and communicated [[hse.gov.uk](https://www.hse.gov.uk)]

8. ✓ Modern Risk Areas Included

New topics reflecting current practice:

- Lone working
 - Mental awareness (implicit via risk/workplace duties)
 - Training and competence
-

Version	Description of Change	Reviewing Officer	Reviewing Committee	Frequency of Review	Minutes reference adopted	Next Review Date
1.0	Complete re-write to meet legislative requirements	Katherine Hyett - Clerk	F&GP Council	Annual		

Burwell Parish Council Health & Safety Policy

1. Statement of Intent

Burwell Parish Council recognises its responsibilities under the Health and Safety at Work etc. Act 1974 and associated legislation to provide, so far as is reasonably practicable, a safe and healthy environment for:

- Employees
- Councillors
- Contractors and volunteers
- Members of the public affected by its activities

The Council is committed to:

- Preventing accidents, injury, and ill-health
- Managing risks through suitable and sufficient risk assessments
- Providing safe systems of work, equipment, and premises
- Ensuring access to information, instruction, training, and supervision
- Consulting employees and relevant persons on health & safety matters
- Continually reviewing and improving health and safety performance

This policy will be reviewed annually and updated following legislative or operational change.

2. Organisation – Roles & Responsibilities

2.1 The Parish Council (Employer)

The Council has overall responsibility for health and safety and will:

- Ensure adequate resources, insurance, and arrangements are in place
 - Ensure compliance with relevant legislation and HSE guidance
 - Monitor health & safety performance regularly
-

2.2 The Parish Clerk (Responsible Officer)

The Clerk has day-to-day responsibility and will:

- Implement and maintain this policy
 - Ensure risk assessments are carried out, reviewed, and documented
 - Maintain health & safety records (including accident records)
 - Ensure contractors are competent and suitably insured
 - Report incidents where required under RIDDOR 2013
 - Arrange appropriate training and induction
 - Seek competent advice where necessary
-

[Type here]

2.3 Councillors, Employees and Volunteers

All must:

- Take reasonable care for their own health and safety and that of others
 - Co-operate with the Council to enable compliance with legal duties
 - Use equipment and PPE safely and correctly
 - Report hazards, near misses, and incidents promptly
 - Follow safe working procedures and risk assessments
-

2.4 Contractors

The Council will ensure that contractors:

- Are competent and insured
 - Provide risk assessments and method statements (RAMS) where appropriate
 - Comply with Council health & safety requirements
-

3. Arrangements

3.1 Risk Assessments

- Risk assessments will be undertaken for all Council activities
 - They will be reviewed annually or when circumstances change
 - Significant findings will be recorded and implemented
-

3.2 Training & Competence

- All relevant persons will receive appropriate training
 - Induction will be provided where necessary
 - Specialist tasks will only be carried out by competent persons
-

3.3 Accident Reporting & Investigation

- All incidents and near misses must be recorded in an Accident Book
 - Serious incidents will be reported under RIDDOR
 - Incidents will be investigated to prevent recurrence
-

3.4 Equipment & Maintenance

- Equipment will be suitable, maintained, and inspected regularly
 - Defective equipment must not be used
 - Electrical equipment will be tested where appropriate
-

3.5 Manual Handling

- Hazardous manual handling will be avoided where possible
 - Risks will be assessed and controlled
-

[Type here]

3.6 Hazardous Substances (COSHH)

- Hazardous substances will be assessed and controlled in line with COSHH 2002
 - Appropriate storage, handling, and PPE will be used
-

3.7 Lone Working

- Lone working risks will be assessed
 - Control measures (e.g. communication arrangements) will be in place
-

3.8 Fire Safety

- Fire risk assessments will be undertaken where required
 - Suitable fire precautions and emergency procedures will be in place
-

3.9 First Aid

- Suitable first aid arrangements will be provided
 - Appointed persons will be identified where appropriate
-

3.10 Monitoring & Review

- Health & safety will be a standing agenda item for the Finance and General purposes working group
 - Full Council will review policy, risk assessments and procedures regularly
-

Burwell Parish Council recognises its responsibilities under the Health and Safety at Work etc. Act 1974 and associated regulations to provide a safe and healthy environment.

Signed:

Chair: _____ Date: _____

Clerk: _____ Date: _____

Lone Working Policy: Summary of changes 2026

[Previous adopted lone working policy.](#)

The new policy follows NALC and Brightsafe Guidelines

- **Much more detailed:**
2026 is a full procedural rewrite; 2017 is brief and guidance-based.
- **Scope change:**
2017 includes councillors; 2026 applies to staff only.
- **Stronger risk management:**
2026 requires formal risk assessments for every task;
- **Clearer responsibilities:**
2026 introduces defined roles (managers, lone workers, buddies) with more accountability.
- **Formal safety systems added:**
Includes buddy scheme, check-ins, lone working plans (not in 2017).
- **New restrictions:**
2026 prohibits lone working for under-18s and in confined spaces.
- **Health & wellbeing included:**
Only addressed in the 2026 draft.
- **Improved incident reporting:**
2026 sets out detailed reporting and review processes.
- **Practical tools:**
2026 adds checklists and documentation; 2017 has none.
- **Better governance:**
2026 includes version control and annual review arrangements.

Version	Description of Change	Reviewing Officer	Reviewing Committee	Frequency of Review	Minutes reference adopted	Next Review Date
1.0	Full rewrite	Katherine Hyett - Clerk	F&GP Council	Annual		

LONE WORKING POLICY BURWELL PARISH COUNCIL

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1.0	Full rewrite	Katherine Hyett - Clerk	F&GP Council	Annual		

Purpose of this policy and procedure

The council recognises that some of our staff work alone, and where this is the case, seeks to ensure the health and safety of all lone workers. This document:

- Raises awareness of the safety issues relating to lone working,
- Identifies and assesses potential risks to an individual working alone,
- Explains the importance of reasonable and practicable precautions to minimise potential risk,
- Provides appropriate support to lone workers, and,
- Encourages reporting of all incidents associated with lone working so that they can be adequately managed and used to help reduce risks and improve working arrangements for the future.

The scope of this policy

It applies to all staff, whether full time, part time or temporary workers. It does not apply to councillors.

Policy

We will protect staff from the risks of lone working, as far as is reasonably practicable. Working alone is not in itself against the law and it is often safe to do so. However, the council's policy is to consider carefully and deal with any health and safety risks for those who work alone.

Definition

'Lone Worker' refers to people who work by themselves without work colleagues either during or outside normal working hours. Examples include:

- A caretaker who opens and closes a hall either early in the morning or late at night
- A groundsman tending to green space
- Office workers who work alone in the premises, and,
- Homeworkers.

Any worker under the age of 18 years, or anyone working in confined spaces is not permitted to work on their own.

Responsibilities

All staff have a responsibility for the health and safety of work colleagues. The key responsibilities are as follows:

Managers

- Will try to avoid the need for lone working as far as is reasonably practicable;
- Ensure that the worker is competent to work alone;
- Ensure that all lone working activities must be formally risk assessed. This should identify the risk to lone workers; any control measures necessary to minimise those risks; and emergency procedures;
- Arrangements for lone working must be made clear to staff and the details of what can or cannot be done while working alone explained;
- Lone workers must be informed of the hazards and understand the necessary control measures that need to be put in place and have the opportunity to contribute to the risk assessment;
- Must raise the alarm if staff cannot be contacted or do not return as anticipated

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1.0	Full rewrite	Katherine Hyett - Clerk	F&GP Council	Annual		

- Must ensure that all staff are aware of this lone working policy and procedure and provide appropriate levels of training and guidance on lone working.

Lone workers

- Take reasonable care of themselves and others who may be affected by their work
- To follow any instruction given by management or the council
- Raise with their line manager any concerns they have in relation to lone working
- Not to work alone where there is adequate information to undertake a risk assessment.
- Inform their line manager at the earliest opportunity in the event of an accident, incident of violence or aggression whilst working alone

Staff

- To be aware of colleagues working on their own and alert to unexpected changes of routine, unanticipated periods where there is no communication.
- Buddies should ensure they maintain and share up to date contact details (see below)

Risk Assessments

Managers must complete (or ensure the completion of) a Lone Working Risk Assessment prior to every lone working activity and updated as appropriate. The risk assessment should be reviewed by the lone worker before undertaking the work and communicated to all relevant staff or councillors.

People who work alone will of course face the same risks in their work as those doing similar roles/tasks. However, they may additionally encounter hazards such as:

- Sudden illness
- Faulty equipment
- Travelling alone
- Remote locations
- Abuse from members of the public
- Animal attacks

Ways in which lone working risks can be reduced

Every lone working environment and situation is different, and therefore it is not possible to implement a 'one size fits all' approach. Where there is regular or anticipated lone working, the council will devise and implement a lone working plan that meets the needs and risks of their particular circumstances. The plan should be proportionate to any risks that are identified from the risk assessment. The plan for a groundsman lone working with machinery will be more detailed than an administrator working late in the office. This should be written down and communicated to all relevant staff and where appropriate, councillors.

Below are some example strategies that could be implemented (on their own or combined):

- Signing-in and Out book
- Electronic (or hard copy) diaries to be kept up to date with meeting/visit/lone working details
- Agreed times and method of contact
- Buddy scheme

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Buddy scheme

The following information should be written down and kept by the lone worker and their buddy, next of kin and manager (see the Lone Working Buddy Form):-

- Name and contact details of the lone worker
- Name, relationship and contact details of the buddy
- Name, relationship and contact details of the lone worker's next of kin
- Name, relationship and contact details of the lone worker's manager
- Any 'code word' that would indicate that the lone worker needs assistance
- Note: All these details must be kept securely in line with data protection legislation

If you change your contact details, you must let your buddy and manager know.

In circumstances where a buddy system is appropriate as a way of reducing the risks identified in the risk assessment, the buddy must have relevant details about your lone working, that may include;

- where you are going (address or area if there is no address);
- details of the purpose (i.e. preparing the hall, grass cutting, meeting);
- contact details of anyone you intend to meet (any additional contact details for the location you are visiting);
- your mode of transport;
- when you are expected to return;

Your buddy must know what to do if you do not return or make contact at the anticipated/agreed time.

Health and wellbeing

To ensure your personal safety, it is important that you share any details of any aspects of your health that could lead to increased risk with your manager or specific councillors. This includes pregnancy. You can then jointly plan to mitigate any potential risks caused by your circumstances. This information will be treated on a strict 'need to know' basis with your confidentiality of the utmost importance.

Reporting incidents

Any incidents or perceived risks encountered while lone working should be recorded, reviewed and acted upon. The report should include:

- A brief note of what happened, when, and who was involved,
- For any work-related aggression (verbal or physical) including threatening behaviour, all of the details of the incident and of the perpetrator should be captured, which could then be used if the police take any formal prosecution action. This might be particularly important for more serious incidents of work-related violence, and,
- In either instance, this might also include recording details of any circumstances you think might have contributed to the incident, e.g. the context of the interaction, perceptions about the condition of the perpetrator, or any environmental circumstances. This information would then support us to review our risk assessment process and see if any additional measures are needed.

If you feel unsafe, unwell, or become injured call the emergency services if you need immediate assistance. If possible, call your manager, buddy or councillor or colleague to let them know (or ask someone to do so on your behalf).

Version	Description of Change	Reviewing Officer	Reviewing Committee	Frequency of Review	Minutes reference adopted	Next Review Date
1.0	Full rewrite	Katherine Hyett - Clerk	F&GP Council	Annual		

Call your manager if your plans change because you feel unwell or if you have a domestic emergency when working alone.

This is a non-contractual procedure which will be reviewed from time to time.

Version	Description of Change	Reviewing Officer	Reviewing Committee	Frequency of Review	Minutes reference adopted	Next Review Date
1.0	Full rewrite	Katherine Hyett - Clerk	F&GP Council	Annual		

LONE WORKING CHECKLIST

Name of employee: Job Title: Date:

Question	YES/ NO
Has the worker received suitable training to carry out the task or activity?	
Is the worker medically fit to undertake the task?	
Has the worker sufficient information about the job, equipment or substances?	
Does the work involve handling dangerous equipment or substances that require supervision?	
If cash is being handled, will they be at risk of violence?	
Have they been fully trained in strategies for the prevention of violence?	
Do they know how to control and defuse potentially violent situations?	
Is there adequate provision for first aid?	
Does the worker have the appropriate PPE and are they trained in its use?	
Are there facilities to be able to contact the worker at all times?	
Are there suitable arrangements for the worker in the event of an emergency?	
Have plans been made to keep in touch with colleagues?	
Is there a means for them to contact line managers, including an alternative?	
Are they in possession of emergency contact numbers?	
Is the access to, or exit from, the workplace safe and well lit?	
Does the workplace present special risks for someone on their own?	
Do the arrangements cover out of hours working?	
<i>For mobile staff only;</i>	
Do they leave an itinerary with another member of staff?	
Are personal attack alarms provided where they are appropriate?	
Do they carry forms for reporting incidents, including violence or threats of violence?	
Comments and further actions required:	

Prepared by: Date:

Signature:

\

Date: 2/06/2026
Time: 7:30pm
Location: Mandeville

Membership	
Geraldine Tate (Chair)	Hazel Barber
Liz Swift (Vice Chair)	Pat Cleary
Jim Perry	Yemi Macaulay
Paul Webb	Ryan Noyes
Brenda Wilson	Ben Vinten

Present: Geraldine Tate (Chair), Liz Swift (Vice Chair), Hazel Barber, Pat Cleary, Jim Perry, Ryan Noyes, Ben Vinten, Lea Dodds, John Damian

CSHS/020626/1 Apologies – Paul Webb, Yemi Macaulay, Brenda Wilson

CSHS/020626/2 Approval of the minutes of the meeting on 21 April 2026

The minutes of the meeting held on 21 April 2026 were approved.

CSHS/020626/3 Matters Arising

No additional matters were raised.

CSHS/020626/4 Update from Julie Clark: Forcewide Watch Coordination Officer – Speedwatch

- One Speedwatch session took place in the previous month; speeding levels in East Cambridgeshire remain generally low compared to Fenland and Peterborough.
- Data collected by Speedwatch is analysed centrally, with the top 10 locations (based on highest speeds above limits) prioritised for special constable enforcement.
- Approximately 110 Speedwatch groups are overseen across the region.
- Letters do go out to cars caught speeding – 1st is a warning, 2nd more forceful and 3rd places them on a hotlist to be ticketed immediately.
- Julie also looks after HGV, Tractor watch and Neighbourhood watch. Tractors are one of their top issues in terms of safety
- 20mph limits require appropriate road dressings to be effective.
- Enforcement process:
 - First offence – warning letter
 - Second offence – advisory letter
 - Third offence – automatic ticket (added to ‘hotlist’, shared across counties)

Katherine asked Julie for some wording to communicate this to residents.

- Concerns raised regarding tractor regulation, accidents and incidences of drug driving.
- Traffic-calming measures discussed:
 - Speed cushions (effective in Mildenhall)
 - Speed tables, countdown markers, and traffic counters
- Query raised regarding Weir’s Drove and ways to encourage Highways to reduce the speed limit. This isn’t under Julie’s remit and Speedwatch cannot be done over 40mph area but she suggested to continue discussions with Highways and maybe suggest a reduction to 50mph.

CSHS/020626/5 Community

a) Community Group Updates

Pauline’s Swamp: Generator still required – it was suggested that we contact Bob Rawlingson. Open Day scheduled for 6 September; volunteers required. Carl Turner has agreed to grind back roots.

BAFY (Burwell Action for Youth):

Paul Webb to liaise with the Sports Centre regarding potential venue. Funding requires a

confirmed location for County Council support. Liz encouraged other Councillors to get involved as more support is needed with Youth activities.

b) Events

Katherine Hyett to confirm upcoming dates. Potential to combine events with the Beer Festival to be explored.

CSHS/020626/5 Safety

- a) **Community Safety Meeting** – Liz following up with Lydia Barker on dates
- b) **Highways** - proposal attached from Hazel Barber. This was discussed and it was generally felt positive that we have a councillor spend time on Highways issues. It was noted though that we have no jurisdiction over highways. There was also discussion about the active travel proposal and that mobility scooters are often excluded from plans. It was stated that this will be discussed further at strategy day and hopefully a representative agreed.
- c) **Speeding** - Correspondence received regarding Swaffham Road. Lea Dodds suggested developing an evidence base (e.g. impact of chicanes on speed reduction). Katherine suggested this would be difficult to obtain as there are so many variations.

A focussed Local Highways Improvement (LHI) meeting to be arranged for our next CSHS session so we have more time to consult with the community.

CSHS/020626/6 Health

- a) **Webpage (Health & Wellbeing):**
 - o To focus on local services.
 - o Steph Webb to be involved.
- b) **Defibrillators:**
 - o Recommendation made to allocate £1,000 for defibrillator supplies.
 - o Proposed by Hazel Barber and seconded by Liz Swift.
- c) **Active Travel:**
 - o Proposal submitted by Hazel Barber.
 - o Recognised need for inclusive planning as the village expands.
 - o Hazel Barber and Katherine Hyett to review policy and planning responses.

CSHS/020626/7 Sport

- a) Newmarket RD Sports Hub update:
Update provided by Katherine Hyett. Initial focus on development of astro pitch. Ongoing discussions regarding leasing the land to a farmer initially and how we fund pavilion development. A funding meeting has been organised for 18th June.

CSHS/020626/8 Donation Requests: No requests received.

CSHS/020626/9 AOB: None

CSHS/020626/10 Next meeting: 4th August 2026

Meeting closed: 20:49

Signed

Dated

Community Liaison Forum Meeting Notes – 14/5/2026

Attendees:

Max Bradley – Wicken Fen Ringing Group; Joy Fuller – Fenland Bridleways Association
Lynda Warth - BHS Hazel Barber – BHS & Burwell PC
Jill Tuffnell – Cambridgeshire Local Access Forum & Cambridgeshire Ramblers
Paul Webb - Burwell PC & Climate group
Julia Rogers – BHS / Fenland Bridleways Dave Smith – Environment Agency
Jim Perry – Burwell PC
Erika Wedgwood – Cambridge Local Access Forum
Fran Platten – Lode PC Lea Dodds - Burwell PC

Introductions:

- NT have recently undergone a restructure, which has resulted in a change to the former Fenland portfolio and subsequently some staff and role changes.
- Wicken Fen, Houghton Mill, Willington Dovecote and Ramsey Abbey Gatehouse—previously managed together as the Fenland Portfolio—have now been brought under a single property portfolio with Anglesey Abbey. This new combined grouping is known as the North Cambridgeshire Portfolio.
- NT roles that will primarily be interacting with the Community Liaison Forum are:
 - o Julia Hammond – Community, Participation and Volunteering Manager;
 - o Alan Kell – Restore Nature Delivery Manager (Cambridgeshire);
 - o Sarah Harris – Project Manager for Access

Approval of minutes from last meeting and review actions:

Action Points from last minutes and subsequent actions:

- **Does NT have a position statement relation to solar and share if so** – National Trust have a national position on solar which is in favour of renewable energy. As a local property we are feeding back centrally regarding the need for the statement to reference/advocate that solar should be in the right place and to take into consideration local factors and impact.
- **CCC consultation regarding new area boundaries, did NT submit a response?** – No, the position was taken that it was for residents to feed back into.

Review of revised Terms of Reference (including election of new chair and quorum for election):

- Slight amendment added to terms of reference to enable a new Chair to be elected before the next meeting, but the full terms will be reviewed and potentially revised after

hearing back from everyone about what they want from the forum – Agreed this will be the top item of the next meeting.

Action: *Send out potential chair candidates and ask members to vote via email before the next meeting – Julia*

Action: *The next meeting's agenda will start with a discussion about what the group want out of the CLF – Julia*

Spatial Plan:

- Both Wicken Fen and Anglesey Abbey are experiencing a growth in visitor numbers, which are anticipated to continue to increase with the proposed level of development and growth within both Cambridgeshire and Suffolk. It is therefore essential to plan accordingly to future proof the sites and associated communities.
- Sarah Harris has commissioned Land Use Consultants (LUC) to undertake a spatial plan of the Wicken Fen Vision, with the deadline to complete by the end of June.
- The spatial plan will provide a clear, coordinated approach to managing and enhancing green access in a way that is sensitive to the surrounding environment. It will set out a pipeline of priority projects to be developed over the coming years, and it will also champion key green-infrastructure routes that connect Cambridge and neighbouring communities with National Trust sites. Together, these measures will support more sustainable travel choices and help reduce reliance on vehicles.
- Initial proposals were described to the group for feedback.
- NT plans on further engaging with local parish councils and community groups to inform on localised aspects of the plan e.g. routes connecting villages/towns to NT green spaces.
- Following the completion of the spatial framework, any delivery of the identified projects would be undertaken on a phased approach. No timeline has been set, or funding acquired to deliver this, but the plan will establish a joined-up, ready to go project list for the NT to advocate with local plans and future funding opportunities.

Burwell Bridge:

- Adam Cobb (Project Engineer, Cambridgeshire County Council) & Hannah Sargent (NT Project Manager) who have been leading on the plans to replace the existing CCC bridge over Burwell Lode updated the group.
- Planning permission has been submitted, and they are hoping to receive this by the end of June.
- Unfortunately, due to world events leading to an increase in cost and materials the project has had to be paused. Estimated delivery costs have essentially doubled from £2.1m (which had been secured) to over £4m.
- Project will still go out to tender, and companies will be asked to propose cost savings within the tender package to explore potential options to make more viable.
- The option of replacing the steps on the existing bridge has been explored, but this would not meet accessibility requirements and has subsequently been ruled out.

Community Consultation Hub and NT asset-based approach to community engagement

- The National Trust (nationally) are looking to undertake a community asset-based approach to community engagement. Learning from our communities about what they want/care for, to help us plan future management and engagement.
- Wicken Fen did a community mapping exercise in 2025, including community surveys. Realised through those surveys we were only hearing from audiences who already love NT and were missing out on key feedback from those community groups and audiences who don't necessarily engage or visit NT properties.
- Trialling a new way of engaging with communities, through an online Community Consultation Hub with a nature focus situated around Cambridgeshire and Peterborough - asking what do people love about nature in their community; why and who has helped them love it?
- Will then follow up the online hub (open to end of summer), with some 121 community interactions and engagements in the summer/autumn.
- We can use that information to see if there are any themes or patterns; what other organisations and community groups are delivering, all to inform and incorporate into future engagement, partnerships and designs. This knowledge will also help support future funding applications.
- Julia undertook a Website demo for the group – Showing the community survey link which can be filled in as an individual or as a group.
- The hub was initially launched as low key to trial but will soon go out as part of a press release for wider engagement.
- Feedback from the group included:
 - o People may not enjoy or engage with the maps - there are other ways of interacting with it e.g. via word text only.
 - o Some found it hard the questions centred around feelings or specific examples.
 - o Why was it only based around Cambridgeshire and Peterborough, not national? Deemed it would be more relevant and applicable to local sites by staying within the set area e.g. otherwise may get responses about mountains and coasts, which couldn't be translated.



Planning Inspectorate
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THE CLERK
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JUBILEE READING ROOM
99 THE CAUSEWAY
BURWELL
CAMBRIDGE
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National Infrastructure
c/o QUADIENT
69 Buckingham Avenue
Slough
SL1 4PN

Customer Services: 0303 444 5000
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NIEnquiries@planninginspectorate.gov.uk

Our Ref: EN010106

22 May 2026

PLANNING ACT 2008

**PROPOSED NON-MATERIAL CHANGE TO THE SUNNICA
ENERGY FARM DEVELOPMENT CONSENT ORDER 2024 –
S.I. 2024/802 AS CORRECTED BY SUNNICA ENERGY
FARM CORRECTION ORDER 2024 AND AMENDED BY
SUNNICA ENERGY FARM AMENDMENT ORDER 2025**

Interested Party Reference number: SUNNNMC1_AFP004

(You must quote your Interested Party Reference number in all correspondence with the Planning Inspectorate).

Dear Sir/Madam

A letter from the Secretary of State for Energy Security and Net Zero (SoS) has been published on the National Infrastructure Planning website.

You are hereby notified of the decision of Department for Energy Security and Net Zero to make an Amendment Order making non-material changes to The Sunnica Energy Farm Order 2024 (SI 2024/802) as corrected by The Sunnica Energy Farm (Correction) Order 2024 (SI 2024/1154).

If you have any queries about the Secretary of State's decision letter or the Amendment Order please contact:

Department for Energy Security & Net Zero
3-8 Whitehall Place
London
SW1A 2AW
energyinfrastructureplanning@energysecurity.gov.uk

You can view the letters using the website address (URL) below or by scanning the QR code at the bottom of this letter.

Secretary of State's Non-Material Change Letter:
**[nsip-documents.planninginspectorate.gov.uk/
published-documents/
EN010106-006100-SoS%20Decision%20letter.pdf](https://nsip-documents.planninginspectorate.gov.uk/published-documents/EN010106-006100-SoS%20Decision%20letter.pdf)**

Secretary of State's Non-Material Change Report:
**[nsip-documents.planninginspectorate.gov.uk/
published-documents/EN010106-006101-SoS%20Report.pdf](https://nsip-documents.planninginspectorate.gov.uk/published-documents/EN010106-006101-SoS%20Report.pdf)**

If you are not able to access the letter or have any other queries, please contact the Case Team:

Project email: sunnica@planninginspectorate.gov.uk
Telephone: 0303 444 5000

You have received this notification by post because the Planning Inspectorate does not have an email address to contact you. To avoid delays in keeping you informed about this project it would be helpful if you could provide the case team with a contact email address as soon as possible. We will then send you email notifications and not postal letters.

Yours faithfully

Sunnica Energy Farm case team

This communication does not constitute legal advice. Please view our Privacy Notice at the URL below, or contact our Customer Services on 0303 444 5000 to discuss with the Case Team before sending information to the Planning Inspectorate.

**[infrastructure.planninginspectorate.gov.uk/help/
privacy-and-cookie/](https://infrastructure.planninginspectorate.gov.uk/help/privacy-and-cookie/)**



1st June 2026

Dear Parish Council,

I am writing to you to on the subject of the 'Forest City 1' proposals that you may have seen circulating recently. As the proposed footprint of the city falls across, or near your area, I wanted to get in touch directly to share an update.

In April, I wrote to the Minister for Housing and Planning Matthew Pennycook to raise my serious concerns about the outlined plans for the 'Forest City 1' proposals, and to ask the Government to make a clear statement against them.

Since this initial letter, the developers behind 'Forest City 1' published a feasibility report entitled 'We Can Build a City'. Reviewing this report, it became increasingly clear to me that the 'Forest City 1' proposals were unrealistic, poorly planned, and failed to understand local contexts. In particular, there appeared to be no workable plan to provide adequate water supply to a city planned to consist of around 400,000 homes.

In response, I wrote another letter to the Minister, this time in conjunction with my colleagues Pippa Heylings MP and Ian Sollom MP, to restate the distress and disruption these plans were creating and pressing the Government to respond. You can see a copy of this letter attached to this email.

On 26 May I received a response from the Ministry of Housing, Communities, and Local Government to my initial correspondence of 14 April. This letter confirmed that "*The proposal is not part of the Government's New Towns programme. It was considered as part of the longlist of potential locations reviewed by the New Towns Taskforce, but it was not shortlisted and has not been taken forward as part of that programme*".

The Ministry was also clear that development proposals must be considered through the correct planning frameworks, through the local authority, and must consult local communities. They assured me that "*The Government does not treat promotional activity or supporter campaigns as a substitute for formal engagement with affected communities through the proper statutory and planning processes*". A copy of the Government's response is also attached to this email.

While the Government has offered no clear endorsement or rejection of the proposals, this response does at least confirm that 'Forest City 1' will not be a part of the New Towns programme and must abide by existing planning and development frameworks. Given the scale of the proposals, 'Forest City 1' would need the consent and resources of central Government to proceed; in the absence of its inclusion in the New Towns programme or any expressed support of the plans, I do not foresee it going ahead.

I will continue to press Government to make a clear statement setting out its view on the proposals and provide the assurances to local communities that they deserve. I have also asked to meet with the Minister soon, where I will reiterate my position to him in person and



Charlotte Cane MP
Ely and East Cambridgeshire
House of Commons, London SW1A 0AA
Email: charlotte.cane.mp@parliament.uk

request that the Government keep myself and concerned residents updated on any further developments.

I hope you have found this update useful. I do not support this proposal, and I have only met one local resident who does – Mr D'Abo. Please don't hesitate to get back in touch with any further questions.

Yours sincerely,

A handwritten signature in black ink that reads "Charlotte Cane".

Charlotte Cane MP

Member of Parliament for Ely and East Cambridgeshire



Charlotte Cane MP
Ely and East Cambridgeshire
House of Commons, London SW1A 0AA
Email: charlotte.cane.mp@parliament.uk

Matthew Pennycook MP
Minister for Housing and Planning
Ministry of Housing, Communities and Local Government
Fry Building
2 Marsham Street
London
SW1P 4DF

19 May 2026

Dear Minister,

We are writing to you to express our serious and urgent concerns surrounding proposals for 'Forest City 1', and the distress that its promotion is causing for constituents in Cambridgeshire.

Last month, a report entitled '*We Can Build a City*' was published by the developers promoting 'Forest City 1' which has revealed further details about the sheer scale of the project, to the dismay of local residents. The report states that this city would comprise around 400,000 homes across 45,000 acres. Its vast footprint spans high-grade agricultural land, studs, forest and grasslands, including at least seven SSSIs, several SAMs, 18 parishes and over 8,000 residents. The report's grainy maps and haphazard diagrams create more questions than they do answers.

The report also makes highly misleading claims surrounding infrastructure, connectivity, and resource management. While advertising itself as well-connected to Cambridge, in reality it will require a vast transport and connectivity plan for the region, currently little more than a sketch. It is a similar story with water, a scarce resource in our region. The 'Forest City 1' plan for water is unrealistic and inattentive to the delicate balance of resource management in Cambridgeshire. In our conversations with relevant stakeholders, it has also become clear that the developers have failed to adequately consult on this most important issue.

Failures of transparency and engagement on behalf of the 'Forest City 1' developers are amongst the most concerning parts of this proposal. When explaining why they favour building an entirely new city rather than extending existing towns, they cite the desire to avoid 'planning battles with existing residents'. This language is deeply revealing. It suggests that rural communities are seen not as people with voices and rights, but as obstacles that can be easily sidestepped. This is a shameful sentiment and should have no voice in Cambridgeshire's future.

These proposals are outlandish, unrealistic, and ill-conceived. But they are not only wrong in the abstract. The proposed development sits outside all local development frameworks and, therefore, lacks input from local authorities or regional strategies on connectivity, resource availability and spatial planning. It lacks genuine consultation and institutional governance. This is why there is a need for transparency also from the government. The proposals are

causing real anxiety, instability, and uncertainty for present and future residents of Cambridgeshire.

In recent weeks we have received increasingly large volumes of correspondence from constituents who are deeply alarmed by what these proposals could mean for their communities. They have not been consulted by the 'Forest City 1' developers but have instead been drip-fed hints of a vast settlement which will sweep away their livelihoods and communities as they know them. We have also heard from prospective residents of East Cambridgeshire, individuals who were hoping to move to our area and contribute to our communities, who now dare not buy property or lay down roots, lest they find themselves within the bounds of the 'Forest City 1' behemoth. These proposals are hanging a threat of expansive disruption and dangerous instability over Cambridgeshire. This is an intolerable situation for local people.

The proposals also threaten other, more realistic proposals and developments already in Local Plans.

On behalf of our constituents across Cambridgeshire, we are seeking urgent clarification. Will you now:

- Issue a public statement setting out the Government's stance on the 'Forest City 1' proposals, providing desperately needed clarity to local communities?
- Confirm that no informal commitments have been made to the developers regarding preliminary support?
- Confirm any proposals will require meaningful prior consultation with all affected local planning authorities before any form of Government engagement?
- Confirm that the New Towns programme is the established and accountable framework for strategic housing development of this scale?

We look forward to your prompt response to this most important matter.

Yours sincerely,



Charlotte Cane MP

Member of Parliament for Ely and East Cambridgeshire

Ian Sollom MP

Member of Parliament for St Neots and Mid Cambridgeshire

Pippa Heylings MP

Member of Parliament for South Cambridgeshire



Ministry of Housing,
Communities &
Local Government

Matthew Pennycook MP

Minister of State for Housing and Planning
2 Marsham Street
London
SW1P 4DF

Your reference: CC14176
Our reference: PO2026/11408

Charlotte Cane MP
House of Commons
London
SW1A 0AA

26 May 2026

Dear Charlotte,

Thank you for your correspondence of 14 April on behalf of your constituents regarding the Forest City 1 proposal in Cambridgeshire.

I appreciate how important this matter is to your constituents and I am grateful to you for taking the time to write. I have asked my officials to address your concerns in the letter appended.

Please be assured that I am conscious of the matters you have raised, and I appreciate the insight your correspondence provides.

I hope the attached response suitably addresses your enquiry. If that is not the case, please don't hesitate to let me know.

Best wishes,

MATTHEW PENNYCOOK MP
Minister of State for Housing and Planning



**Ministry of Housing,
Communities &
Local Government**

**Ministry of Housing, Communities and
Local Government**
2 Marsham Street
London
SW1P 4DF

Your reference: CC14176
Our reference: PO2026/11408

Charlotte Cane MP
House of Commons
London
SW1A 0AA

26 May 2026

Dear Charlotte Cane MP,

Thank you for your correspondence on behalf of your constituents, to which the Housing Minister has asked me to reply. I appreciate the concerns you have raised about the Forest City 1 proposal.

The Department is aware of a proposal for a new settlement described as “Forest City 1” in the East Cambridgeshire and West Suffolk area. This proposal has not been developed by or with the Government, and engagement by officials with those promoting potential development proposals does not imply Government support for any specific scheme. It will be for the promoters to work with local communities and the relevant planning authorities to decide how or whether these proposals are taken forward. The proposal is not part of the Government’s New Towns programme. It was considered as part of the longlist of potential locations reviewed by the New Towns Taskforce, but it was not shortlisted and has not been taken forward as part of that programme.

You asked what information has been provided to the Department. As with many externally promoted ideas, the Department may receive high-level material from those seeking to draw attention to proposals. However, that does not mean the Government has endorsed the proposal, accepted the claims made on its behalf, or reached any view that it should proceed. You also asked how claims of public support have been evidenced. The Government does not treat promotional activity or supporter campaigns as a substitute for formal engagement with affected communities through the proper statutory and planning processes. Any proposal of this scale would need to be subject to the relevant legal and planning requirements, including public consultation where appropriate. You also raised concerns about the tenure and governance model described by the promoters. The Government’s broader policy position on leasehold and commonhold reform remains unchanged. However, as this is not a Government proposal, I would not want to comment in detail on the promoter’s stated model beyond making clear that private proposals do not in themselves represent Government policy.

More broadly, the Government is clear that development proposals must be considered through the proper planning framework. Matters such as infrastructure capacity, connectivity, impacts on agricultural land, the relationship with surrounding communities, and the effect on local services are important considerations that would need to be assessed in the usual way by the relevant authorities if any proposal were brought forward formally. The Department is committed to improving quality of life for people living and working in rural areas. The National Planning Policy Framework (NPPF) is

clear that planning policies and decisions should be responsive to local circumstances in rural areas. This includes supporting housing developments that reflect local needs, locating housing where it will enhance or maintain the vitality of rural communities, and identifying opportunities for villages to grow and thrive, especially where this will support local services. Between 16 December 2025 and 10 March 2026, the Department consulted on changes to the NPPF. The consultation included proposals relating to agricultural land and policy which supports development needed to maintain and enhance domestic food production. The Department is currently analysing the feedback received and will publish our response in due course. Furthermore, the Land Use Framework, published on 18 March 2026, sets out a long-term strategic approach to making the best use of England's finite land, balancing the need for housing and infrastructure with food production, climate resilience, and nature recovery.

I hope this reply is helpful and clarifies the Government's position. Thank you for taking the time to write.

Yours sincerely,

ALEX BADRICK
Deputy Principal Private Secretary