



Babergh & Mid Suffolk District Councils

People & Place Plan

Summer Village Template Structure Ideas





Introduction

This template can be used, if you wish, to structure your findings and translate into an easy-to-understand report. You don't need to populate every topic area, some might be more relevant to your parish than others. Feel free to use this in a flexible way that assists you to explore and discover topics that might be useful and lead to further ideas. Feel free to add to the template and take away as you wish.

Include pictures, drawings, video diaries, blogs or links to information wherever you can. This will help you to bring to life your descriptions and give more depth. Include survey results or any type of evidence-based data. The more data you add will give a greater detail and a rounder, fuller final document.

There are no wrong answers or standard formula. Experiment and capture what matters to you locally and to your residents. Think about your 'People' and your 'Place' and what that means to you and others in the past, present and future.

When thinking about how this can be supported and by whom think broadly and consider applying for grants, looking for subject matter experts in your community and which local or national groups might be able to support you, for example, Suffolk Wildlife Trust, history groups, libraries, and archive records.

Consider also what skills exist in your parish that could be of use in capturing this information and how you encourage engagement from residents who might not currently be involved?

Describing your place

Whilst we are currently not able to guarantee the weight the outcomes will hold, this is a rare chance for you to influence government planning policy – as well as protect and enhance your place and all the information gathered, tested and produced can be transferred into a neighbourhood plan should the government adapt or change their current views.

1. Spirit of Place

Set the Scene - describe your place, its character, uniqueness, what people enjoy about living there.

Description
How can this be supported and by whom?
Actions

2. Character of the Area

Consider what defines the area, its history, personality and character, you might like to include here where there are constraints and/or opportunities. For example, the initial reaction to spaces, buildings, views, light, surfaces, greenery, rivers, streams, landscape, views, sounds, ambience, buildings, uses and activity could also be included here.

Description
How can this be supported and by whom?
Actions

3. Special Considerations

Anything local or unique to your people or place that holds local value or interest.

Description
How can this be supported and by whom?
Actions

4. Environment

This might include reports or statements which define;

- What local nature areas are publicly accessible? (e.g. woodlands, meadows, rivers, grassland)
- How are these nature areas accessed? (e.g. footpaths, roads, parking)
- What conservation initiatives, if any, are currently operating locally?
- How much of the local habitat, if any, is arable farmland? (percentage estimate will suffice)
- If local arable farmland is present, which crops are grown, what is the quality of land and are any of the landowners implementing the Countryside Stewardship scheme?
- Landscape
- Key views or vistas (could include views towards, through, across and away from settlement)
- Ancient Woodlands
- AONB Area or Outstanding Natural Beauty
- SSSI (Sites of Specific Scientific Interest)
- SAC (Special Areas of Conservations)

Description

How can this be supported and by whom?

Tools to help gather information:

Magic Map

The MAGIC website provides authoritative geographic information about the natural environment from across government. The information covers rural, urban, coastal and marine environments across Great Britain.

GCN Risk Zones Map

Risk Zones for District Licensing of Great Crested Newts in Norfolk and Suffolk.

MSBDC Interactive Mapping Service

MSBDC interactive map used to view conservation areas, listed buildings, areas liable to flood, tree preservation orders and more.

Actions

Start a dialogue with landowners and local environmental charities.

Bridge the gap between residents and local conservation initiatives. This could include getting residents involved with voluntary work or promoting biodiversity in resident owned gardens and properties.

5. Historic Environment

This might include reports or statements which define;

- Conservation area
- Listed buildings – (Grade I Grade 2* Grade 2)
- Monuments
- Parks and gardens
- Potential enhancements (areas that could be enhanced or changed)

Description

How can this be supported and by whom?

There are many useful websites that can be used to find the required information:

To find out whether a building is listed, Historic England have an interactive map search that can be used, which contains the listing status of the building (Grade I, Grade II* or Grade II) and a description. Please note, the whole building is listed; the listing description does not only describe characteristics that are listed but is intended to allow the building to be identified and highlight certain specific architectural details.

[Search the List - Find listed buildings, monuments, battlefields and more | Historic England](#)

In order to find Conservation Area boundaries, Babergh Mid Suffolk have an interactive map showing Conservation Areas, as well as other planning constraints.

[Interactive Mapping Service » Babergh Mid Suffolk](#)

It may also be possible to make a list of buildings that may be appropriate to designate as Non-Designated Heritage Assets (NDHAs), which are buildings that are not listed or statutorily designated but play an essential role in building and reinforcing a sense of local character and distinctiveness in the historic environment. NDHAs must meet a specific criterion and will need to be checked by a member of the Heritage team as Babergh and Mid Suffolk Council to ensure that they meet the criteria, however, a draft list could be collated and proposed to the Council for designation. More information on NDHAs or locally listed buildings can be found within the links below.

[Identification and Designation of Locally Listed Heritage Assets | Historic England](#)

[Local Heritage Listing: Identifying and Conserving Local Heritage | Historic England](#)

Furthermore, it is possible to undertake a Historic Area Assessment (HAAs) in order to understand and explain the heritage interest in the area, explaining the character of a place and defining significance. More information as to how to undertake these assessments and their use can be found within the link below.

<https://historicengland.org.uk/images-books/publications/understanding-place-historic-area-assessments/heag146-understanding-place-haa/>

Whilst this applies to the neighbourhood planning process, this may still have some relevant and useful information regarding heritage that can be used for the people and place planning process, as well as providing more information on NDHAs and the historic environment in general.

[HEAN 11: Neighbourhood Planning and the Historic Environment \(historicengland.org.uk\)](https://historicengland.org.uk)

A register is kept by Historic England containing all listed buildings that are at risk. A list can be found within the contained link.

[Search the Heritage at Risk Register | Historic England](#)

More information can be found under on the BMSDC website

[Heritage » Babergh Mid Suffolk](#)

Actions

- **Understand why the historic environment is important within the area.**
- **Undertake an analysis of the area, highlighting listed buildings, as well as buildings that are not listed and may be of historic value.**
- **Identify view views and vistas, such as important views towards the church, or of certain landscapes.**
- **Work with the community to understand what the community values or would like to see improved within the area**
- **Identify if there are any opportunities for conserving or improving the heritage within your area, or ways that a better understanding or appreciation could be developed.**
- **Identify local characteristics, thinking about what makes the area locally distinctive (materials that buildings are made from, the height of buildings, the size of buildings, where buildings are situated, whether they are individual buildings or are there areas of building concentration and where?)**
- **Check the Heritage as Risk Register to understand if there is any within the area and if the plan may be able to make use of the heritage assets on the register.**

6. Infrastructure

Using the Community Infrastructure Levy can support infrastructure priorities, and some examples of how it has been utilised to support projects and aspirations across the District are below;

- Upgraded and new Play Area's including MUGAs and public open space
- Additional Car Parking spaces at current venues (Village Hall's for example)
- Footpath and cycling initiatives (currently being developed using the LCWIPS)
- Village Hall & Community Space Extensions
- Green energy improvements to Village Halls
- EV Charging points
- Sporting Facilities
- Primary and High School Extensions
- Health Facilities extensions and improvement projects
- Rail station improvements
- Waste infrastructure improvements

Further details;

Neighbourhood CIL – From all the income that the District Council collects a proportion of the income is provided to Parish Council's where the development is taking place. This is either 15% if the parish does not have a made Neighbourhood Plan (this % is capped to £100 index linked per property in a financial year) or 25% if the parish does have a made Neighbourhood Plan (this is not capped).

District Councils determine the way in which District CIL is held and spent. Babergh & Mid Suffolk District Councils spend their District CIL money in accordance with the CIL Expenditure Framework and CIL Expenditure Framework Communication Strategy. This Framework and Strategy are reviewed each year by Members.

- Neighbourhood CIL is accrued from developments taking place in the Parish boundaries **that have commenced.**
- CIL payments to Parish Councils are paid twice a year for the preceding 6 months income. CIL income received between 1st April and 30th September will be paid by **28th October** and CIL income received between 1st October and 31st March will be paid by **28th April.**
- Parish Council's have five years to spend their Neighbourhood CIL funding or it will be returned to the District Council. If the latter occurs the District Council will work with the Parish to ensure that the funding is spent.
- Parish Councils have a wider spend remit for Neighbourhood CIL compared with District CIL (the latter of which must be spent on Infrastructure only). Examples of Neighbourhood CIL spend are Neighbourhood Plans, LED street lighting schemes. Public seating, play equipment, village hall maintenance and improvement projects.



Engaging with your people

1. Engagement

Gathering views should be done as widely as possible and include anyone who lives in or uses the facilities in your place. For example, think thought who is active in your area and how you might be able to gather their thoughts and views;

- Residents
- Businesses
- Voluntary and Community and Charity sectors
- Schools and pre schools
- Health and care facilities
- Faith and religious groups

Description
How can this be supported and by whom?
Actions

2. Supporting Engagement and Decision Making

Engagement can take many different approaches; you do not need to use all of them but it might be helpful to think about which ones will suit which groups best. For example, a digital survey will be quick and easy for those who maybe go to work every day and aren't able to come along to daytime events. Or it could be utilising something that already exists in your place, a village pub or coffee morning event. Options might include;

Digital

- QR Codes (Babergh and Mid Suffolk can provide this for you to use if helpful)
- Digital Surveys

Non-Digital

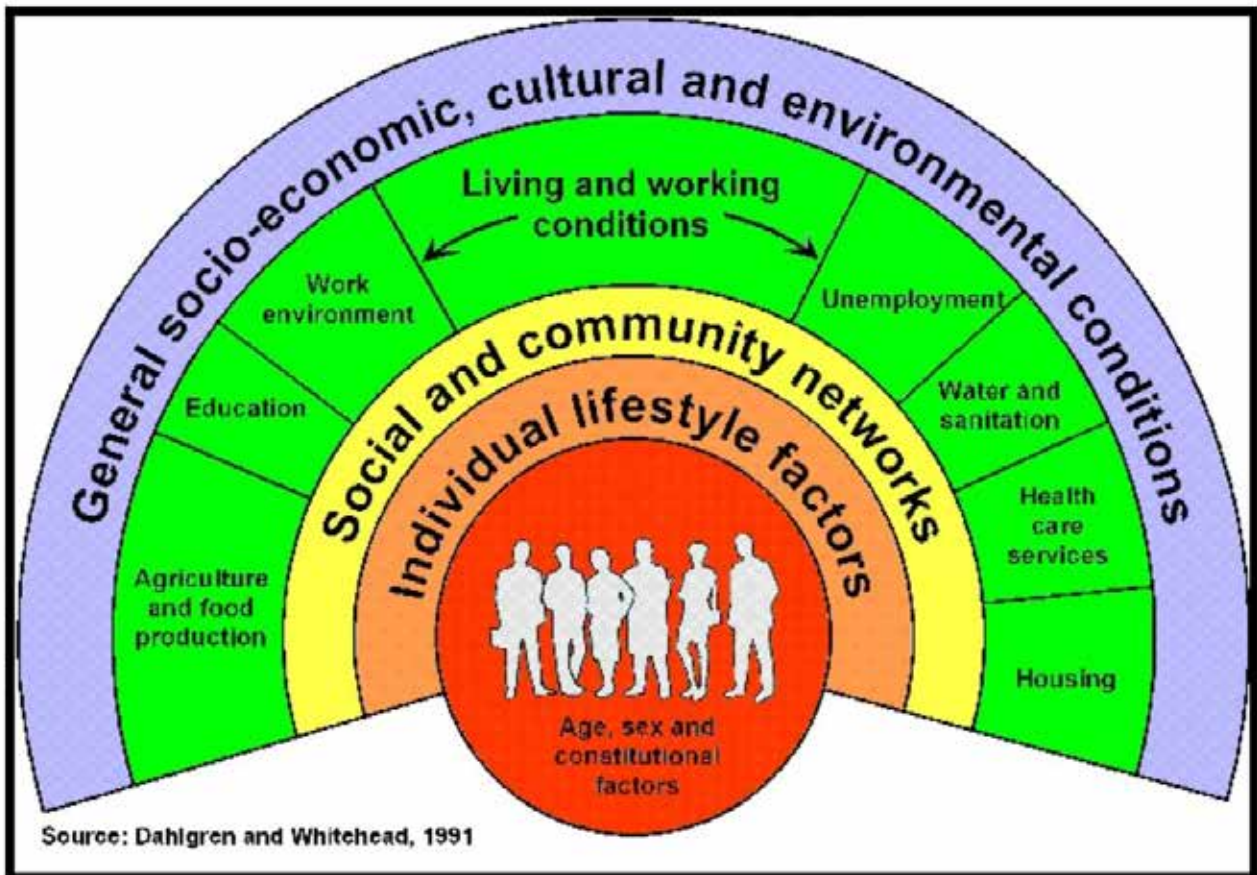
- Tear and Return Slip – with email, telephone, postal
- Visuals – posters and banners
- Newsletters
- Parish Clerk
- Parish Magazines
- Local Councillor

Social Media

- Facebook/Instagram
- Local Neighbourhood groups
- Website Page

These are the factors that inform and support health and wellbeing within a community determined by the Michael Marmot Review which looked at the information and evidence we have about our communities and to think more broadly about impact of any decision for any community.

Description
How can this be supported and by whom?
Actions



Other useful sources are place based needs assessments and the Suffolk knowledge and intelligence hub (part of Census) which can be drilled down to parish level and will give you wider determinants for health and wellbeing and this plus lots of other useful information can be found here: <https://www.healthysuffolk.org.uk/>

What next...

It might be helpful to use this section to outline future needs or aspirations and formulate a plan over an agreed period of time.

1. Expected Changes

What does the evidence tell us?

Description
How can this be supported and by whom?
Actions

2. Future Aspirations

What does this mean for;

- Village
- People
- Services
- Wellbeing

Description
How can this be supported and by whom?
Actions

Useful links and information sources

Understanding the national picture

- [National.design.guide.pdf](#) ([publishing.service.gov.uk](#))
- [BFL-2020-Brochure.pdf](#)

Strava heatmap (aggregated from users to show intensity of use by runners and cyclists etc.)

- <https://www.strava.com/heatmap#7.00/-120.90000/38.36000/hot/all>

Local Information

- [Build a custom area profile - Census 2021, ONS](#)

Visit Suffolk - <https://www.visitsuffolk.com/>

Suffolk Churches - <http://www.suffolkchurches.co.uk/churchlists.htm>

Suffolk Observatory - <https://www.suffolkobservatory.info/>

Mapping Information

Mapping - Ordnance Survey - <https://explore.osmaps.com/> Open Street Map - <https://www.openstreetmap.org>

Government mapping of land and marine designations - <https://magic.defra.gov.uk/magicmap.aspx>

<https://bmsdc.cloud.cadcorp.com/WebMap/Map.aspx>

Environment Information

Geology and soils - <https://geosuffolk.co.uk/>

Natural England Norfolk and Suffolk - https://twitter.com/NENorfolkSufflk?ref_src=twsrc%5Egoogle%7Ctwcamp%5Eserp%7Ctwgr%5Eauthor

Environment Agency flood mapping - <https://www.gov.uk/check-flooding>

Suffolk preservation Society - <https://www.suffolksociety.org/>

Suffolk Wildlife Trust - <https://www.suffolkwildlifetrust.org/>

Suffolk Biodiversity Action Plan - <https://www.suffolkbis.org.uk/planning/BAP>

[Great crested newt Risk Zones \(Norfolk and Suffolk\)](#)

[MAGIC map](#)

Community Officers and Information

- <https://babberghmidsuffolk.moderngov.co.uk/documents/s30057/CMU1%20-%20Appendix%202.pdf>
- <https://infolink.suffolk.gov.uk/kb5/suffolk/infolink/home.page>

Historic or Conservation Information

- <https://historicengland.org.uk/images-books/publications/conservation-area-appraisal-designation-management-advice-note-1/>

Suffolk Landscape Character Study - <https://suffolklandscape.org.uk/>

Suffolk Historic Landscape Characterisation Assessment - <https://heritage.suffolk.gov.uk/hlc>

Historic England Listings - <https://historicengland.org.uk/listing/the-list/>

Historic aerial and satellite photography - <https://www.britainfromabove.org.uk/> <https://www.cambridgeairphotos.com/>
<https://historicengland.org.uk/images-books/archive/collections/aerial-photos/>

Historical maps, plans and images - <https://maps.nls.uk/> <https://www.francisfrith.com/uk/> <https://www.british-history.ac.uk/>

Film and oral history sources - <https://eafa.org.uk/>

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