

Public Participation Report for the Cottenham Village Design Statement Supplementary Planning Document

CVDG-REP-1004-2.0 (21st November 2007)

1	Introduction	2
2	Background	2
3	Representations Received	2
4	Assessment and Approach	3
5	Table: Representations, Assessment and Approach	5
6	Photographs and Map	51
7	Document References	56

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LOTTERY FUNDED



1 Introduction

This report considers representations received in response to public participation on the Cottenham Village Design Statement Supplementary Planning Document [\[VDSSPD\]](#) and the associated Sustainability Appraisal Report [\[VDSSAR\]](#), during July and August 2007. These documents and this report have been prepared by the Cottenham Village Design Group (CVDG) on behalf of South Cambridgeshire District Council as the relevant competent authority.

This version of the document includes additional editorial items presented separately at the adoption meeting on 14th November 2007. These items are marked 'CVDG editorial pre-adoption draft' in section 5, Table: Representations, Assessment and Approach.

2 Background

Residents of Cottenham originally produced a Village Design Statement [\[VDS1994\]](#) that was adopted by South Cambridgeshire District Council as Supplementary Planning Guidance in 1994. Since that time both the village and planning legislation have evolved, with the result that the original document is now less relevant than when first written.

Cottenham Village Design Group has spent the last year coordinating a revision to this document, bringing it up-to-date with additional material based on experience gained over the last decade and to comply with the requirements for adoption as a Supplementary Planning Document within the Local Development Framework for South Cambridgeshire. Contributions have been incorporated from the Cottenham Environment Audit Group, the Fen Edge Footpath Group, the Cottenham Wildlife Group, Cottenham Parish Council, South Cambridgeshire District Council, Cambridgeshire County Council and Natural England.

A formal public consultation exercise was completed over a six week period ending on 31st August 2007. A copy of the [\[VDSSPD\]](#) was provided to each household in Cottenham Parish, copies of all relevant documents were made available in the local library and via the internet and two open meetings were held in Cottenham. Facilities were provided to allow representations to be submitted in two locations locally in addition to the usual methods provided by South Cambridgeshire District Council.

3 Representations Received

A total of thirteen representations were received on the Design Statement with most making more than a single comment. All representations are presented in tabular form in section 5, Table: Representations, Assessment and Approach. The table is arranged with comments made against the whole document grouped together followed by comments made against individual sections; Front Cover, Acknowledgements, Preface to the Draft, Introduction, Community, Economy, Landscape & Wildlife, Settlement (and Open Spaces), Buildings, Highways, Street Furniture, Map, Appendix A, Appendix B, Appendix C and Appendix D.

The first column indicates the name of the person making the representation, any affiliation supplied and a comment reference number in the format #xxxY where xxx is a unique number

given to each representation (allocated in the order that representations were received) and y is an alpha character allocated to each comment when more than a single comment is included within a representation.

The second column indicates where applicable the nature of the comment; Support, Support with Changes or Object. The third column contains the comment.

This table also includes details of a number of minor editorial changes proposed by the Design Group; these are marked 'CVDG editorial'.

No representations were received on the Sustainability Appraisal Report.

3.1 Supporting Material

One comment (reference #004b) was submitted with a supporting plan; this is reproduced below.



4 Assessment and Approach

Each comment has been reviewed and discussed, measured against the sustainability criteria and an assessment made of how best to respond to the comment. The resultant assessment is recorded in the fourth column of the table (see section 5, Table: Representations, Assessment and Approach) and where a change to the Design Statement forms part of this assessment, the proposed change is recorded in column five.

Changes to guidelines have each been assessed for any impact on the sustainability criteria and where necessary, sustainability assessments updated. This is summarised in column six.

The proposed changes and their impact on sustainability have been considered by South Cambridgeshire District Council as part of the process of formally adopting the revised Cottenham Village Design Statement as a Supplementary Planning Document.

5 Table: Representations, Assessment and Approach

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
<i>Whole document</i>					
Simon Wilson, Cottenham #001a	SUPPORT	VERY GOOD	The comment is noted.	No change.	n/a
David Thomas (Fen Edge Footpath Group), Cottenham #002b	SUPPORT	The overall document is very well presented.	The comment is noted.	No change.	n/a
Sarah Burgess (Senior Planning Advisor, CABE) #003	n/a	<p>Thank you for consulting the Commission for Architecture and the Built Environment (CABE).</p> <p>Unfortunately, due to limited resources, we are unable to comment on this document. However we would like to make some general comments which you should consider.</p> <ol style="list-style-type: none"> 1. Design is now well established in planning policy at national and regional levels, and LDFs offer an opportunity to secure high-quality development, of the right type, in the right place, at the right time. 2. Robust design policies should be included within all LDF documents and the Community Strategy, embedding design as a priority from strategic frameworks to site-specific scales. 3. To take aspiration to implementation, local planning authorities' officers and members should champion good design. 4. Treat design as a cross-cutting issue - consider how other policy areas relate to urban design, open space management, architectural quality, roads and highways, social infrastructure and the public realm. 5. Design should reflect understanding of local context, character and aspirations. 6. You should include adequate wording or hooks within your policies that enable you to develop and use other design tools and mechanisms, such as design guides, site briefs, and design codes. <p>You might also find the following CABE Guidance helpful.</p> <p>- "Making design policy work: How to deliver</p>	These comments were taken into account during production of the consultation draft, especially comment number 5.	No change.	n/a

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		<p>good design through your local development framework"</p> <ul style="list-style-type: none"> - "Protecting Design Quality in Planning" - "Design at a glance: A quick reference wall chart guide to national design policy" <p>These, and other publications, are available from our website www.cabe.org.uk</p>			
<p>Peter Moore (Henry H. Bletsoe & Son on behalf of residents within the village of Cottenham) #004b</p>	<p>n/a</p>	<p>Cottenham has been identified in the South Cambridgeshire District Council Core Strategy Development Plan Document (adopted in January 2007) as a minor rural centre in which residential development and redevelopment up to an indicative maximum scheme size of 30 dwellings will be permitted within the village framework.</p> <p>The area shown on the attached plan could form an ideal area for development conforming with the village design statement objectives. The area has the capacity to create a 'New Street for Cottenham' integrating effectively with the village structure and providing significant benefits for the village in terms of community assets.</p>	<p>Quoting from Planning Policy Statement 12: Local Development Frameworks: "2.43 Supplementary planning documents may cover a range of issues ... They must not however, be used to allocate land."</p> <p>Therefore it is not possible to include the indicated site within the Design Statement. It should also be noted that the site lies outside of the village framework.</p>	<p>No change.</p>	<p>n/a</p>

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
Phill Ford, Cottenham #005c	n/a	<p>I would like some explanation as to the purpose in producing such a document bearing in mind that certain structures in the conservation area, such as the Cooperative Store which is located in a prominent/central village position, are clearly immune to both the content and context of the recommendations / guidelines. This is graphically witnessed by the hideous ski slope curb and posts recently erected to protect the shop from ram raiding, the equally unattractive galvanised metal palisade fencing erected along the driveway and grotesque new lime green illuminated fascia. Presumably, these aesthetically vandalistic structures were recommended and approved by the Design Group, Parish Council and County Council. This being the case why would the same authorities bother to produce a document extolling the virtues of conserving the village?</p>	<p>The original 1994 Design Statement has had a significant impact on developments within the village over the last decade. It is expected that the new document will have a similar beneficial impact overall during the coming years. However, some individual applications that may not fully comply with the Design Statement do unfortunately continue to receive planning consent.</p> <p>The Design Group review all planning applications submitted within the parish and where appropriate comment on them, always with reference to the Design Statement. This was done for the recent applications by the Co-Op Food Store for new signage and boundary fencing.</p> <p>We commented negatively on the bright background colour proposed for the new signage (application S/0715/07/A) and subsequently objected to the later proposal to illuminate this externally (application S/1251/07/A).</p> <p>We submitted a strong objection to the proposed palisade fence (application S/0966/07/F) which we believe will have contributed to the withdrawal of this application.</p> <p>The recently submitted replacement (application S/1723/07/F) proposes a black, rounded-top and lower palisade fence which we hope will be more suitable for this location. We will view and comment on this application in due course. The highway works involving new kerbing and posts does not require planning permission and was carried out by the county council as highway authority with no prior consultation or communication with the Design Group.</p> <p>Guideline E/4 within the updated Design Statement specifically relates to the visual impact of shops and business premises. This guideline has been strengthened compared to that in the 1994 Design Statement.</p>	No change.	n/a

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
Phill Ford, Cottenham #005d	OBJECT	Lastly, the recommendations and guidelines presented are completely out of proportion when applied to structures erected inside the conservation area but out of sight of the public highway. These should be governed by commonsense general planning rules and Building regulations. Residents should not have the enjoyment of their properties restricted by the obsessions of conservation zealots.	<p>The Design Statement guidelines are not restricted to the conservation area, but apply to the whole village and its surroundings, and as such are not specifically about conservation. Within the conservation area the Article 4(2) restrictions on permitted development are likely to be more onerous than the Design Statement.</p> <p>Many of the guidelines in the Design Statement explicitly recommend that features be "where they are not visible from the street". The submitter has not listed any suggestions for any further changes that should be made.</p>	No change.	n/a
Phill Ford, Cottenham #005e	OBJECT	My representation is therefore that the Cottenham Village Design Group be disbanded as being wholly unrepresentative of the wishes of those who live in our diverse village and that the Council bodies involved get back to real issues such as emptying bins and stop wasting money on puerile and ineffective 'design statements'.	The original 1994 Cottenham Village Design Statement has proven its effectiveness, as have many others for villages in other parts of the country. The new Design Statement, and its supporting documents, was prepared by a group of volunteer residents; it has not been prepared by the Parish, District or County Council.	No change.	n/a
Robert Walker, Cottenham #007a	SUPPORT	This is a very good document and should be widely supported. There are lots of sensible statements, and little to disagree with.	The comment is noted.	No change.	n/a

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Phill Ford, Cottenham #008a	OBJECT	<p>I acknowledge receipt of your response to my email representation in connection with the Cottenham Village Design Statement.</p> <p>Do not misinterpret my words as being against the concept of conservation, I have a keen interest in the restoration and preservation of historic buildings, hence my membership of the National Trust and current choice of residence.</p> <p>I also have an opinion that public funds should be spent to the maximum advantage to the community. My view of your Village Design Statement is that it is an unnecessary and bureaucratic addition to the local planning regulations that merely serves to inflate the egos of local zealots whilst they force their views on those that are not in a position to ignore them.</p> <p>The final paragraph of your response says it all. The village design statement has absolutely no influence on businesses such as the Cooperative Food Store or developers offering Section 106 inducements to the council. In this respect, the design statement and committee producing it are totally ineffective.</p>	This submission was a response to an email requesting permission from Mr Ford to include a photograph of 259 High Street in the final Design Statement. See comment #005b and the Design Group's response.	No change.	n/a
Phill Ford, Cottenham #008b	OBJECT	Unfortunately, the document does have a highly detrimental effect on residents wishing to improve their properties / lifestyles, whereby they are forced to use outdated, inappropriate, inefficient and restrictively expensive materials in some vain attempt to conserve the Design Groups view of a Cottenham 'look' that has in fact never existed outside of their own imaginations. It would appear that our Local Authority has forgotten the precept that they are in place to serve the community, not for the community to serve them.	This is not a view shared by other representations received during the public consultation.	No change.	n/a
Mike Smith, Cottenham #009a	SUPPORT	I strongly support this document and congratulate the committee members who have put such a huge amount of time and thought into its production. The original document has had a significant beneficial impact on design in the village and I am sure that this updated version will have a similar result.	The comment is noted.	No change.	n/a

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Katherine Heydon, Cottenham #010a	SUPPORT	<p>I strongly support this revision, incorporating detailed and organised team input by the 2006-7 committee. Also, I think it is important to acknowledge the original public consultation and the source document on which this revision is based, produced by the 1993-4 committee.</p> <p>I note the high level of correlation of the draft Cottenham Village Design Statement with the ideals of the Cottenham Parish Council – Parish Plan, particularly with reference to the following:</p> <p>1/ Streets. Traffic calming measures. - Reducing traffic speeds, street parking, pedestrian safety, cycle paths, (encouraging) walking within the village</p> <p>2/ Supporting local business/local economy. Supporting the community/community facilities.</p> <p>The opinions below represent my personal views, with reference to the following published documents:</p> <ul style="list-style-type: none"> - Cottenham Parish Council – Cottenham Plan (2004) - South Cambridgeshire District Council LDF - Cambridgeshire Acre web site - Cambridgeshire Horizon's web site and document – Balanced and mixed communities; a good practice guide. - The Cambridgeshire and Peterborough Structure Plan (2003) and more briefly, it's replacement – the East of England Regional Spatial Strategy. - Cambridgeshire County Council web site - Cambridge sub region - infrastructure partnership. 	The comment is noted.	No change.	n/a
John Williams, Cottenham #011a	SUPPORT	Overall I strongly support the draft revisions. I have several proposed additions and revisions to suggest.	The comment is noted.	No change.	n/a
Jane Heath (Convenor, Cottenham Environment Audit Group; founder member [and former committee member], CVDG; resident), Cottenham #012a	SUPPORT	Overall I strongly support the content and recommendations of the Draft. The new Draft is a very good development from the original Statement especially in terms of its description, analysis and illustration of the village context.	The comment is noted.	No change.	n/a

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David Grech (Conservation Area and Design Officer, South Cambridgeshire District Council) #013a	SUPPORT	Observations: The draft of the revised Village Design Statement has been well thought out and benefits from having such a good foundation in the original 1994 document. As a result my comments are at the minimal.	The comment is noted.	No change.	n/a
David Grech (Conservation Area and Design Officer, South Cambridgeshire District Council) #013n	SUPPORT	The Village Design Group are to be congratulated on such a well thought-out document and I look forward to seeing the final document.	The comment is noted.	No change.	n/a
CVDG editorial pre-adoption draft	n/a	n/a	A mixture of straight and matched/curly single quotes/apostrophes have been used.	Standardise on curly.	n/a
CVDG editorial pre-adoption draft	n/a	n/a	A mixture of hyphens and em dashes have been used.	Standardise on em dashes when used as a dash.	n/a
Front Cover					
CVDG editorial	n/a	n/a	Some of the information on the front cover is specific to the public consultation and needs to be replaced for the final adopted Design Statement.	Remove the red flash from the top-right corner that says "Public Consultation Draft July 2007". Swap the subtitles so that "Supplementary Planning Document" appears above the photographs and "Written by the Cottenham Village Design Group" is placed below them. Underneath the latter add the following: "Adopted by South Cambridgeshire District Council November 2007"	n/a
Acknowledgements					
CVDG editorial	n/a	n/a	Additional and replacement photographs have been included in the final Design Statement; the photographers who took them should be credited.	Replace the following bullet point: "- Robin Heydon and John Williams for their photographs of Cottenham streetscapes and buildings." by: "- Katherine Heydon, Robin Heydon, Bill Miller, Dave Wigley and John Williams for their photographs of Cottenham streetscapes and buildings."	n/a

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CVDG editorial	n/a	n/a	The full committee of the Cottenham Village Design Group should be listed under the Acknowledgements, rather than just a few individuals.	Remove the following bullet point: "- Bill Miller for his architectural illustrations." Under the bullets add the following new sentence: "The committee members for 2007 were Nigel Bolitho, Matthew Bradney, Alex Darby, Ann Doubleday, Mac Dowdy, Katherine Heydon, Robin Heydon, Alan Leeks, Bill Miller, Steven Poole, Mike Smith, Alexander Thoukydides, John Williams and Timothy Wotherspoon."	n/a
Katherine Heydon, Cottenham #010e	SUPPORT WITH CHANGES	The committee had previously proposed removing the sixth bullet in the acknowledgements: "- John Williams for design and layout." In its place insert: "- The 2006-7 CVDG Committee for their time and commitment. - The 1993-4 CVDG Committee and advisors for their original public consultation and the 1994 document on which this text is based."	The Design Group subsequently considered that it is appropriate to retain the explicit credit for design and layout. The suggestion of acknowledging the 2007 committee members has been addressed by the editorial change above. The contributions of those who produced the 1994 document on which the new Design Statement was heavily based are adequately acknowledged in Appendix C.	No change.	n/a
CVDG editorial pre-adoption draft	n/a	n/a	Missing photograph credit for Alice Siwicka.	Add photograph credit for Alice Siwicka.	n/a
<i>Preface to the Draft</i>					
CVDG editorial	n/a	n/a	The preface is only relevant to the consultation draft and was always intended to be removed from the final document.	Remove pages i-iv.	n/a
<i>1 Introduction</i>					
CVDG editorial	n/a	n/a	The final document will have been adopted by South Cambridgeshire District Council, so the appropriate tenses should be used.	In the "How does the Design Statement Work?" section: Change "has expressed its intention to adopt" to "has adopted". Delete "emerging". Change "will support" to "supports". Change "will assist" to "assists".	n/a

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<p>Jane Heath (Convenor, Cottenham Environment Audit Group; founder member [and former committee member], CVDG; resident), Cottenham #012b</p>	<p>SUPPORT WITH CHANGES</p>	<p>The use of the Statement is generally in reaction to planning applications. The Consultation Draft rightly refers to the low-key and limitedly positive effects of the Design Statement on developments in the village since 1994. But these effects are limited and can be superficial, and the message of investing from the outset in good design must be the dominant one.</p> <p>The Draft, as the original Statement, contains many good recommendations which call for a proactive approach by different agencies. But since 1994, what improvements, for example, have been made to cycle routes? What initiatives have there been to preserve orchards / fruit trees? Is there evidence of what impact the Statement has had or can have in these kind of areas and will the new planning framework increase such impact?</p>	<p>The Village Design Group agrees that the 1994 Design Statement has been at its most effective in reaction to planning applications, and anticipates that this will continue to be the case. However, as before its potential use is by no means confined to this; some guidelines cover issues which are not in themselves subject to planning consent, while others are more aspirational. There has been progress since 1994 in some of these areas – for example cycle routes have been expanded and upgraded to a limited extent – however the continued loss of orchards has been a disappointment.</p> <p>The Group itself has no funding or remit to undertake any form of development itself. However, by organising meetings, talks, visits, stands at local events and competitions the Group has, and will continue to, raise the profile of design and development issues within the village and considers this to be an important contribution to achieving more aspirational goals. The Group has also collaborated with other local groups.</p> <p>Copies of the revised Statement will be sent to all households in the village and will be available from South Cambridgeshire District Council. In addition, the Statement will be available from the website cvdg.org.</p> <p>The introduction to the draft contains the following statement: "These guidelines represent the key points that users of the document are encouraged to take into account when planning or implementing development or change." This text could be made more effective by inserting "at an early stage".</p> <p>This comment will also be partially addressed by the resolution to comment #012k.</p>	<p>In the What is a Village Design Statement? section change the second sentence of the second paragraph from: "These guidelines represent the key points that users of the document are encouraged to take into account when planning or implementing development or change." to: "These guidelines represent the key points that users of the document are encouraged to take into account at an early stage when planning or implementing development or change."</p>	<p>This is informative text so there is no impact on the Sustainability Appraisal.</p>

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2 Community					
CVDG editorial	n/a	n/a	The second paragraph of the Community descriptive text does not make much sense with its current sentence order; it would be better rearranged more appropriately.	In the Community section's descriptive text replace the final two sentences of the second paragraph: "These changes have brought with them many different economic and social benefits. In particular, the large developments in Tenison Manor and Brenda Gautrey Way have increased the pressure and, without the 1994 Design Statement, may have threatened those very characteristics which give Cottenham its identity." by: "The large developments in Tenison Manor and Brenda Gautrey Way have increased the pressure and, without the 1994 Design Statement, may have threatened those very characteristics which give Cottenham its identity. These changes have also brought with them many different economic and social benefits."	n/a
CVDG editorial	n/a	n/a	Several minor grammatical and stylistic issues were picked up in the Community descriptive text during proof reading. These should be fixed.	In the Community section's descriptive text insert a comma in "1,000" in the first paragraph. Capitalise the initial letters of "County Council" in the first paragraph and "Sports Centre" in the third paragraph. In the fourth paragraph change "add" to "adds".	n/a
CVDG editorial	n/a	n/a	The Community descriptive text refers to the "nursery school at the recreation ground off Lambs Lane", but it would be better to refer to the facility by its proper name.	In the third paragraph of the Community section's descriptive text change: "and the facilities including the nursery school at the recreation ground" to: "and the facilities, including the Ladybird Pre-school, at the recreation ground"	n/a

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CVDG editorial	n/a	n/a	In guideline C/2 the abbreviation DPD is used but this is not defined anywhere within the Design Statement. Its use here is unnecessary and would be better removed.	In the first bullet of guideline C/2 remove "DPD".	n/a
Mike Smith, Cottenham #009b	SUPPORT WITH CHANGES	On page 2 (Community) I suggest adding after "...rebuilding the Sports and Social Club" the following "and extending the Sports Centre at the Village College."	Agreed.	Append the following to the final sentence of the Community section's descriptive text: "and extending the Sports Centre at the Village College".	This is informative text so there is no impact on the Sustainability Appraisal.
Mike Smith, Cottenham #009c	SUPPORT WITH CHANGES	On Page 2 Community Guideline C/2 I suggest after "...concerning facilities" adding ", including education, sport, culture and entertainment,"	Agreed.	In guideline C/2 change: "facilities to be provided" to: "facilities (including education, sport, culture and entertainment) to be provided".	This change does not materially affect the guideline so there is no impact on the Sustainability Appraisal.
Katherine Heydon, Cottenham #010g	SUPPORT	<p>This proposal is a little more tentative as HG/1 is subjective rather than qualitative both for</p> <ul style="list-style-type: none"> - definitions of proximity - and for definitions of good services - or the potential for good services <p>However, increasing housing density around services is a laudable aim.</p> <p>In the bullet for C/2 change "policy DP/4" to "policies DP/4 and HG/1".</p> <p>LDF REFERENCES: POLICY HG/1 Housing Density Residential developments will make best use of the site by achieving average net densities of at least 30 dwellings per hectare unless there are exceptional local circumstances that require a different treatment. Higher average net densities of at least 40 dwellings per hectare should be achieved in more sustainable locations close to a good range of existing or potential services and facilities and where there is, or there is potential for, good local public transport services.</p>	DCPDPD policy HG/1 advocates higher density housing near to existing or potential services and facilities and where there is potential for good local public transport services, but guideline C/2 concerns provision of services. This is therefore not an appropriate location for referencing that policy; it would be better suited to section 5 Settlement. However, without additional elaboration a simple reference to policy HG/1 would only duplicate the parent policy rather than supplement it, so would not be appropriate in the SPD.	No change.	n/a
3 Economy					
Simon Wilson, Cottenham #001b	SUPPORT WITH CHANGES	Could more be said recommending parking for shoppers within the area.	The changes made to guideline E/2 in response to comment #011b address this comment.	See the response to comment #011b below.	n/a
John Williams, Cottenham #011b	SUPPORT WITH CHANGES	<p>Guideline E2: Incorporate the following new points:</p> <ul style="list-style-type: none"> - Increase the number of short-stay parking spaces adjacent to retail outlets. - Improve cycle parking adjacent to retail 	The Design Group agrees to incorporate these points with minor editorial alterations.	Insert after second bullet point of guideline E/2: "- Create a pedestrian-friendly environment, particularly in the retail centre and around the	<p>These additional points supplement LDF policies DP/1 and SF/1.</p> <p>Adding these points will result in</p>

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		outlets and community buildings. - Create a pedestrian-friendly environment, particularly in the retail centre and around the Village Green, Village College, Pound and Church, giving pedestrians priority over vehicles where necessary.		Village Green, Village College, Pound and Church, giving pedestrians priority where necessary. - Improve cycle parking adjacent to retail outlets and community buildings. - Increase the number of short-stay parking spaces close to retail outlets."	no major change to the sustainability appraisal of the draft document, but will reinforce its potentially positive impact on the following objectives: Quality, range and accessibility of services (6.1); Reduced use of non-renewable resources (1.2); Human health (5.1). Although improving short-stay parking has the potential to increase the frequency of short car journeys within the village, by increasing the accessibility and viability of local services it will also help to discourage longer journeys to alternative outlets and so overall is likely to be neutral or positive.
Jane Heath (Convenor, Cottenham Environment Audit Group; founder member [and former committee member], CVDG; resident), Cottenham #012c	SUPPORT	E2 - welcome the reference to promoting local produce. This is an important aspect of valuing the local environment and is encouraged by the CEAG.	The comment is noted.	No change.	n/a
Jane Heath (Convenor, Cottenham Environment Audit Group; founder member [and former committee member], CVDG; resident), Cottenham #012d	SUPPORT WITH CHANGES	E5 – light pollution should be referred to here. Light pollution from edge-of-village industrial developments [and from developments in other parishes eg Waterbeach/A10] can be significant and can have a major damaging impact on the surrounding countryside at night. Just as we value the 'green belt' by day, we should preserve the 'dark belt' by night. 'Dark skies are vital to the special feel of the countryside at night.' – CEAG conclusions 2006	Light pollution is already dealt with by guideline E/4 and F/1, albeit without using the phrase "light pollution". Additional recommendations concerning light pollution are being added to guideline L/3 in response to comment #012f. Explicitly using the phrase "light pollution" in guideline E/4 is worthwhile.	Change the fifth bullet of guideline E/4 from: "Restrict the brightness of external and internal lighting." to: "Restrict the brightness of external and internal lighting to minimise light pollution and glare. Just as we value the 'green belt' by day, we should preserve the 'dark belt' by night."	This change does not materially affect the guideline so there is no impact on the Sustainability Appraisal.
CVDG editorial pre-adoption draft	n/a	n/a	E/2 bullet 3: "Church" may not be specific enough.	E/2 bullet 3: Change "Church" to "Parish Church".	n/a

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4 Landscape & Wildlife					
CVDG editorial	n/a	n/a	The third bullet of guideline L/2 is poorly phrased and difficult to understand; it would be better rewritten.	Change the third bullet of guideline L/2 from: "There is considerable opportunity for enhancement of habitat and protection of wildlife to be a village asset that developers can target as part of schemes." to: "There is considerable room for the improvement of wildlife habitat and protection. This creates opportunities for developers to address these aspects within their schemes and enhance the assets of the village."	n/a
Simon Wilson, Cottenham #001c	SUPPORT WITH CHANGES	Page 5 Ancient monuments. I think the 3 examples are not clear, I expect a (was used instead of a ; and perhaps the Anglo-Romano settlement could be mentioned as being along Car Dyke.	Agreed. Further research by the Design Group also suggests that "Anglo-Romano" may not accurately reflect the dates during which the earthworks at Bullocks Haste Common were constructed and occupied. The main period of occupation was from the mid 1st to late 4th century AD, but Anglo-Romano implies continuation of occupation into the early Anglo-Saxon period. The National Monuments Register maintained by English Heritage uses the alternative term "Romano British" so that will be used instead. Editorial change only.	Replace the first sentence of the Ancient Monuments section: "There are three Scheduled Ancient Monuments (the Anglo-Romano settlement near Bullocks Haste Common in Setchel Fen; a section of Car Dyke which runs from the Old West river at Lockspit Hall, through Setchel Fen and across Cottenham Lode, to the parish boundary close to Goose Hall north of Landbeach on the A10 (Akeman Street); and Crowlands Moat (in Tenison Manor) and several sites of archaeological interest." by: "There are several sites of archaeological interest, including three Scheduled Ancient Monuments: the Romano-British settlement along Car Dyke near Bullocks Haste Common in Setchel Fen; a section of Car Dyke which runs from the Old West river at Lockspit Hall, through Setchel Fen and across Cottenham Lode, to the parish boundary close to Goose Hall north of Landbeach on the A10 (Akeman Street); and Crowlands Moat (in Tenison Manor)."	This is informative text so there is no impact on the Sustainability Appraisal.

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John Williams, Cottenham #011c	SUPPORT WITH CHANGES	Descriptive text: Insert in first section: 'There have been no extensive areas of woodland in the parish since medieval times; trees are characteristically located in hedgerows, small copses or windbreaks.'	Agreed.	Insert the following at the start of the fifth paragraph in the Landscape section (before the addition resulting from comment #012h): "There have been no extensive areas of woodland in the parish since medieval times; trees are characteristically located in hedgerows, small copses or windbreaks." (This change is incorporated in the new text proposed in response to comment #012e below.)	This is informative text so there is no impact on the Sustainability Appraisal.
John Williams, Cottenham #011d	SUPPORT WITH CHANGES	Guideline L4: 1st point (or add new point): 'While new planting is desirable, relatively small groupings of trees are more appropriate to the local tradition, and are less likely to block views and alter the open character of the landscape.' (this point needs to be made specifically in relation to planting)	The issue of respecting the open character of the landscape is already dealt with in the third bullet point of L/4. Including this point will make this guideline more detailed and effective. The whole bullet point needs to be slightly edited to fit in the new information, and will have two sub-bullets.	In guideline L/4 expand the third bullet from: "This is a landscape of wide views and open spaces: efforts should be made to minimise impact to the character of this landscape when designing details such as bridges, signs, gates and stiles." to: "This is a landscape of wide views and open spaces. Efforts should be made to minimise impact of developments on the character of this landscape." - Consider the impact when designing details such as bridges, signs, gates and stiles. - When planting, relatively small groups of trees may be most appropriate."	This amendment will help to ensure that developments do not detract from the local distinctiveness of the landscape and therefore have a positive effect on sustainability objective 3.2 (Maintain and enhance the diversity and distinctiveness of landscape and townscape character.) Since L/4 already scores very highly in this respect no amendment to the appraisal is necessary.

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
John Williams, Cottenham #011e	SUPPORT WITH CHANGES	Guideline L7: 2nd point: this could be shorter.	Guideline redrafted to make it clearer and more concise, but without changing meaning.	In guideline L/7 change the second bullet from: "Proposals should demonstrate positive design principles and imaginative design practices that respond sensitively to the qualities of affected designated views. Appearances alter across the changing seasons, in different weather conditions, time of day and length of shadow, and at night in the light of different phases of the moon and under cloud cover." to: "Design should respond to the qualities of affected views with sensitivity and imagination, bearing in mind that scenery changes with weather and lighting conditions (such as length of shadow or phase of the moon), and seasonal changes in the natural and cultivated environment."	This change does not materially affect the guideline so there is no impact on the Sustainability Appraisal.
John Williams, Cottenham #011f	SUPPORT WITH CHANGES	Guideline L7: Add new point (or perhaps elsewhere): 'In an open landscape some views extend beyond the parish boundary, so developments outside the parish may affect the landscape characteristics of Cottenham, both by altering views and by creating light pollution after dark.'	The Design Group decided that it would be potentially problematic to include a guideline concerning matters outside the parish, but agreed to incorporate a note on the fact that views often extend beyond the parish within the descriptive text.	In the "Landscape" section change the second sentence of first paragraph from: "There are long views over flat, open countryside, all of which is best and most versatile agricultural land with few farmsteads, trees or other landmarks." to: "The surrounding countryside, all of which is best and most versatile agricultural land, is flat and open with few farmsteads, trees or other landmarks. This creates long views within the parish and beyond."	This is informative text so there is no impact on the Sustainability Appraisal.

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<p>Jane Heath (Convenor, Cottenham Environment Audit Group; founder member [and former committee member], CVDG; resident), Cottenham #012e</p>	<p>SUPPORT WITH CHANGES</p>	<p>Landscape, text section, para 5 – the references to tree and shrub species here appear to be unaltered from the 1994 Statement. I suggest these should be checked and if needed revised against the findings of the CEAG Boundaries Survey [and perhaps substantiated here by a reference to the survey and its date].</p>	<p>Agreed. In consultation with members of CEAG the Design Statement text has been reviewed and revised based on the results of the Boundaries Survey.</p>	<p>In the "Landscape" section change the second sentence of the fourth paragraph from: "Hedgerows of blackthorn and hawthorn grow along the approach roads giving a superb display of blossom between March and May." to: "Hedgerows of blackthorn and hawthorn grow along the approach roads giving a superb display of blossom between March and May, and of berries in the autumn." In the "Landscape" section replace the fifth paragraph: "There are substantial groupings of trees at the main entrances to the village, notably oaks and chestnuts by the church, and fine specimens of chestnut and lime on the Green. Locally native broadleaf trees are English oak, ash, alder, white willow, hazel, elder and aspen. Native hedgerow trees and shrubs include ash, elder, hawthorn, blackthorn, bramble, briars, ivy and plum." by two new paragraphs: "There have been no extensive areas of woodland in the parish since medieval times; trees are characteristically located in hedgerows, small copses or windbreaks. There are substantial groupings of trees at the main entrances to the village, notably oaks and chestnuts by the church, and fine specimens of chestnut and lime on the Green. Within the open landscape of the parish some individual mature trees, groups of trees, and species-rich hedgerows form particularly important features.</p>	<p>This is informative text so there is no impact on the Sustainability Appraisal.</p>

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				<p>The Cottenham Environment Audit Group (CEAG) Boundaries Survey (2003) found that the most common native tree species are ash, oak, willow, and field maple; other species include alder, cherry and poplar, while elm (as re-growth from roots) is still common. Hawthorn is the most frequent hedgerow species, while bramble, elder, dogrose, plum, ivy and blackthorn are also common. In comparison with national distribution, willow, wild plum and cherry are relatively abundant, while hazel and sycamore are less prevalent than usual."</p> <p>(This text also includes the full changes to this paragraph from #011c above and #012h below.)</p> <p>In the "Wildlife" section change the first sentence of the second paragraph from: "The Cottenham Environment Audit Group (CEAG) Boundaries Survey pointed to the need to encourage more attention to retaining and enhancing wildlife corridors in the form of continuous hedgerows, ditches and uncultivated field edges." to: "The CEAG Boundaries Survey pointed to the need to encourage more attention to retaining and enhancing wildlife corridors in the form of continuous hedgerows, ditches and uncultivated field edges. While many hedgerows thrive, a significant proportion have become sparse and gaps have formed."</p>	

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Jane Heath (Convenor, Cottenham Environment Audit Group; founder member [and former committee member], CVDG; resident), Cottenham #012f	SUPPORT WITH CHANGES	Guidelines eg L2, L7 – should mention light pollution.	This fits best in guideline L/3.	Guideline L/3, insert "and management of light pollution" after "priority to landscape design". Insert new 4th bullet: "Maintain dark skies in the countryside at night by minimising light spillage from new development."	This change is supported by a revisit to Sustainability Appraisal for L/3 which has shown a marginally improved assessment against sustainability objective 4.1, reduce emissions and other pollutants, due to minimisation of light spillage.
Jane Heath (Convenor, Cottenham Environment Audit Group; founder member [and former committee member], CVDG; resident), Cottenham #012g	SUPPORT WITH CHANGES	L4 – should recommend 'native and/or locally typical species'. The CEAG Boundaries Survey has a list of hedgerow species [trees and shrubs] found in the Parish [outside the village].	Lists of locally native species are already included in the Landscape descriptive text. The suggested change to guideline L/4 is an improvement.	In guideline L/4 change: "native" to: "native and/or locally typical".	This change does not materially affect the guideline so there is no impact on the Sustainability Appraisal.
Jane Heath (Convenor, Cottenham Environment Audit Group; founder member [and former committee member], CVDG; resident), Cottenham #012h	SUPPORT WITH CHANGES	L7 – identifies specific vistas for protection. Should consideration be given to identifying in the same way specific landscape features for protection - such as individual trees, old or species-rich hedgerows, the line of poplars on Oakington Road etc?	It would not be practical to identify individual trees or hedgerows within the guidelines. However, the Design Group agreed to amend the descriptive text to further stress in general the importance of individual trees and hedgerows. This text already mentions roadside hedgerows, lines of poplars to the west (which would include the Oakington Road poplars) and other groupings of trees.	In the "Landscape" section insert the following at the start of the fifth paragraph (after the addition resulting from comment #011c): "Within the open landscape of the parish some individual mature trees, groups of trees, and old, species-rich hedgerows form particularly important features." (This change is incorporated in the new text proposed in response to comment #012e above.)	This is informative text so there is no impact on the Sustainability Appraisal.
David Grech (Conservation Area and Design Officer, South Cambridgeshire District Council) #013b	SUPPORT WITH CHANGES	Page 5 para 4 line one. There is a rogue bracket which probably should be a colon. The sentence is very long and it might make easier reading to list the three Scheduled Ancient Monuments as bullet points.	Presumably this comment was intended to refer to paragraph six. The rogue bracket has been corrected in response to comment #001c. The list of monuments is considered to be adequately readable in its current form, and changing it to a bulleted list would cause problems with the document layout, so the current form is being retained.	See the response to comment #011c.	n/a
CVDG editorial pre-adoption draft	n/a	n/a	Capitalisation of "greensand" in upper caption on page 4 is incorrect and inconsistent with other usage in the document.	Page 4, upper caption: capitalise "G" in "Greensand".	n/a
CVDG editorial pre-adoption draft	n/a	n/a	Capitalisation of "church" in paragraph 5 on page 4 is incorrect and inconsistent with other usage in the document.	Page 4, paragraph 5: capitalise "C" in "Church".	n/a

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CVDG editorial pre-adoption draft	n/a	n/a	The use of "Twenty Pence" on page 4 in the first landmarks paragraph is inconsistent with other usage in the document.	Page 4, Landmarks paragraph 1: change "Twenty Pence" to "Twenty pence".	n/a
CVDG editorial pre-adoption draft	n/a	n/a	Page 5 Ancient Monuments: Spelling of "inlcuding".	Correct spelling of "inlcuding" to "including".	n/a
CVDG editorial pre-adoption draft	n/a	n/a	Capitalisation of "river" on page 5, Ancient Monuments is incorrect and inconsistent with other usage in the document.	Page 5, Ancient Monuments: capitalise "R" in "River".	n/a
CVDG editorial pre-adoption draft	n/a	n/a	Use of "Old West" on page 6, L/7 bullet 4 is not sufficiently clear.	Page 6, L/7 vista bullet 4: change "Old West" to "Old West River".	n/a
CVDG editorial pre-adoption draft	n/a	n/a	Punctuation used on page 6, L/7 vista bullets is inconsistent with other usage in the document.	Page 6, L/7 vista bullets: remove punctuation from the list (and the then unnecessary "and").	n/a
5 Settlement (and Open Spaces)					
CVDG editorial	n/a	n/a	This section would be better split into two separate sections after the first set of guidelines.	Replace the "Settlement: Open and Connecting Public Spaces" sub-heading by a new section heading "6 Open Spaces". Renummer the following sections as "7 Buildings", "8 Highways" and "9 Street Furniture". Update the Contents and list of sections in the second paragraph of the Introduction to match. Renummer guidelines S/4 to S/8 as O/1 to O/5. (Other comments in this report refer to the original guideline numbers as used in the consultation draft.)	n/a

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CVDG editorial	n/a	n/a	Several minor grammatical and stylistic issues were picked up in the Settlement descriptive text during proof reading. These should be fixed.	<p>In the first paragraph of the "Settlement" descriptive text and the second paragraph under the bulleted list in the "Settlement: Open and Connecting Public Spaces" descriptive text capitalise the initial letter of "Church".</p> <p>In the first paragraph of the "Settlement: Open and Connecting Public Spaces" descriptive text change the second occurrence of "green infrastructure" to lower-case, i.e. where it is used as a descriptive term rather than part of a document title.</p> <p>Remove the punctuation from the end of each bullet in the "Settlement: Open and Connecting Public Spaces" descriptive text, including the ", and" at the end of the penultimate bullet.</p> <p>In guideline S/8 change the double quotation marks into single quotation marks for consistency with the rest of the document.</p>	n/a
CVDG editorial	n/a	n/a	The photograph of the empty Green on page 8 is being replaced by one showing it used for the 2007 Fen Edge Family Festival, so the caption needs to be revised.	<p>Change the photograph caption on page 8 from: "The Village Green (below) is an important focus for community events, while Coolidge Gardens green (above) provides additional open space." to: "The Village Green is an important focus for community events, for example the 2007 Fen Edge Family Festival (below). Other areas such as Coolidge Gardens green (above) provide additional open space."</p>	n/a

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CVDG editorial	n/a	n/a	The descriptive text in the Street Furniture section mentions the "smaller Broad Lane Green". This is not currently included in the list in the Settlement section, but it should be.	Insert the following new bullet between the existing second and third bullets in the "Settlement: Open and Connecting Public Spaces" descriptive text: "- the Broad Lane Green"	n/a
David Thomas (Fen Edge Footpath Group), Cottenham #002a	SUPPORT WITH CHANGES	On page iii and page 8 ref is made to Cottenham Footpaths Group. We have changed its name to The Fen Edge Footpath Group. Can you please amend this.	Page iii will be removed from the final document. Agree that the group's name should be corrected in the Acknowledgements and Settlement sections. Editorial change only.	In the first bullet of the "Acknowledgements" and in the second paragraph under the bulleted list of the "Settlement: Open and Connecting Public Spaces" section change: "Cottenham Footpath Group" to: "Fen Edge Footpath Group"	This is informative text and a very minor change so there is no impact on the Sustainability Appraisal.
Peter Moore (Henry H. Bletsoe & Son on behalf of residents within the village of Cottenham) #004a	SUPPORT	We strongly support the Policies S1, S2 and S7. In particular we support the following statements:- - "Create streets with a purposeful line: Settlement should follow the street and should not be random. In general avoid closes and cul-de-sacs". - "New developments need to be integrated with the village and form part of a linked pattern". - "Build up a network between homes, schools and shops, particularly for pedestrians".	The comment is noted.	No change.	n/a

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Katherine Heydon, Cottenham #010f	SUPPORT	<p>a) A diverse housing mix is recognised by Cambridgeshire Horizons document 'Balanced and mixed communities. A good practice guide' (http://www.cambridgeshirehorizons.co.uk/doclib/MIXED_COMMS_BROCHURE.pdf), working as part of the Infrastructure Partnership (2003) for the Cambridge sub-region to supply 47,500 new homes between 1999 and 2016, of which 40% (the structure plan target) is intended to be 'affordable' (for definition of affordable housing see Cambridgeshire Acres web site - http://www.cambsacre.org.uk/housing/housing_what.htm). The proposed change to the VDS below is supported by the following excerpt</p> <p>'Specification of a wide range of house types was identified as a better way of creating mixed communities than focusing on affordability.'</p> <p>Add a new bullet between the existing first and second bullets of S/1: "- Specify a diverse range of house types to create mixed 'affordable' communities."</p> <p>Further comments:</p> <p>This may need further refinement as the target for 40% of new housing to be 'affordable' housing refers to new development targets and may apply less to infill housing or smaller developments. However Cottenham has been identified as a rural growth settlement and as such the possibility of further development on a larger scale is contentious. In addition, this needs some discussion as to whether the term 'affordable' should be in quotes or used as a standard word. The local council definitions of 'affordable' housing is very specific and may not be easily understood by the lay reader.</p> <p>The Cottenham Parish Council – Parish Plan (2004) identifies the following in relation to affordable housing: 'affordable housing came close (to majority opinion) with support from 47% of respondents. This reflects the growing pressure on young people to purchase</p>	<p>The Design Group accepts that the questions of affordable housing and a diverse range of house types are important issues, however the proposed change duplicates the intention of part of DCPDPD policy HG/2 without adding any supplementary guidance that is specifically appropriate to Cottenham. It would therefore not be possible to include it as a guideline in the Design Statement. Section 6 Buildings describes the mixture of housing within the village and it deserves repeating in section 5 Settlement with more of an emphasis on the resulting social mix.</p>	<p>Replace the final paragraph of the "Settlement" descriptive text: "Some developments, in the form of culs-de-sac, have the advantage of privacy but are linked only by single access points and can lack social integration with the rest of the village." by: "Many parts of the village contain a variety of housing types, for example terraces adjacent to detached larger homes, thereby helping to create a diverse social mix. However, some developments, in the form of culs-de-sac, although having the advantage of privacy are linked only by single access points and can lack social integration with the rest of the village."</p>	<p>This is informative text so there is no impact on the Sustainability Appraisal.</p>

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		<p>housing beyond the village because of high house prices. 30% said there was a need for affordable housing within the village'. However, the converse was also a large minority opinion 'A substantial number of respondents (22.5%) thought that there was no need for any special affordable housing'.</p> <p>The Parish Council included the following action in the 2004 Parish Plan: '- Review affordable housing schemes in operation around the country and propose a possible scheme for Cottenham'. This initiative is particularly appropriate as Cottenham is designated as a 'Rural Growth Settlement' by the South Cambridgeshire Local Plan No. 2 adopted on February 9th 2004.</p> <p>LDF REFERENCES: Development Control Policies DPD Adopted July 2007 (http://www.scambs.gov.uk/documents/retrieve.htm?pk_document=905680) POLICY HG/2 Housing Mix 1. Residential developments will contain a mix of units providing accommodation in a range of types, sizes and affordability, to meet local needs. 2. Affordable housing should be of an appropriate mix to respond to identified needs at the time of the development, in accordance with HG/3.</p>			

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John Williams, Cottenham #011g	SUPPORT WITH CHANGES	<p>Descriptive text: Add, probably to last para of page 8: 'Because of the highly nucleated settlement pattern, historic routes tend to radiate out from the village so that there are relatively few linking or circular routes compared to more scattered settlements. This limits the suitability of existing paths and droves for leisure use.' (NB this helps to reinforce guideline S8 in a local context).</p>	<p>This addition was agreed, but a less technical term than "nucleated" was preferred. Neighbouring text also amended, without changing meaning, to integrate the new text.</p>	<p>In the "Settlement: Open and Connecting Public Spaces" descriptive text replace the first sentence of the second paragraph under the bulleted list: "Opportunities for access into the countryside via footpaths or bridleways are extremely limited; there are few connections with neighbouring settlements and no connection with the strategic Rights of Way network." with: "Owing to the highly centralised historic settlement pattern of the parish, routes tend to radiate out from the village into the countryside; there are relatively few cross-connecting routes compared to more scattered settlements. This is one reason behind the extremely limited opportunities for countryside access via footpaths and bridleways; relatively few circular routes are possible, connections with neighbouring settlements are limited and there is no link with the strategic Rights of Way network." (Continues unchanged from "The Cottenham Footpath Group..." to the end, except as modified in response to comment #002a.)</p> <p>In following paragraph change the first sentence from: "There are few linking routes for pedestrians and cyclists." to: "There are also few linking routes for pedestrians and cyclists within the village."</p>	<p>This is informative text so there is no impact on the Sustainability Appraisal.</p>

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Jane Heath (Convenor, Cottenham Environment Audit Group; founder member [and former committee member], CVDG; resident), Cottenham #012i	SUPPORT WITH CHANGES	Settlement, text section, last para – CEAG questionnaire : add date, 2003	Agreed. Editorial change only.	In the final paragraph of the "Settlement: Open and Connecting Public Spaces" description add "(2003)" after "CEAG questionnaire".	n/a
Jane Heath (Convenor, Cottenham Environment Audit Group; founder member [and former committee member], CVDG; resident), Cottenham #012j	SUPPORT WITH CHANGES	S6 & S7 – these guidelines should be more specific about the type of planting in open spaces. If the aim is to preserve a rural feel to the village, planting should be in keeping with this. The choice of species in open spaces, streets and indeed in gardens, makes a huge difference to the character of the place.	The descriptive text in section 4 Settlement provides adequate advice on appropriate tree and shrub species. More detailed information is better suited to more specialist publications, such as the CEAG Boundaries Survey. It is not clear that Cottenham has an entirely "rural feel" currently, and to attempt to impose one would be inappropriate.	No change.	n/a
David Grech (Conservation Area and Design Officer, South Cambridgeshire District Council) #013c	SUPPORT WITH CHANGES	P7 para 1 line one Lower Greensand (capitals, this is the name of a rock strata).	Agreed. Editorial change only.	In the first sentence of the "Settlement" description capitalise "Lower Greensand".	n/a
David Grech (Conservation Area and Design Officer, South Cambridgeshire District Council) #013d	SUPPORT WITH CHANGES	P7 para 1 line two, the 10m contour is more significant in my opinion, though I accept that some of the Settlement takes place between the 5 and 10m contours.	The original 1994 Design Statement referred to the 20ft contour which converts to 6.1m. This was changed to the closest metric multiple of 5m to be meaningful in conjunction with modern maps. Some two thirds of the historically built-up area of the village is below the 10m contour, so the 5m contour is considered to be a better approximation in this context.	No change.	n/a
CVDG editorial pre-adoption draft	n/a	n/a	It could be made clearer who is responsible for managing "the public allotments" referred to in bullet 6 on page 8.	Page 8, bullet 6: after "the public allotments" add "managed by Cottenham Charities".	n/a
CVDG editorial pre-adoption draft	n/a	n/a	Capitalisation of "Green" on page 8, bullet 10 is incorrect and inconsistent with other usage in the document.	Page 8, bullet 10: lowercase the "g" in "Broad Lane green".	n/a
CVDG editorial pre-adoption draft	n/a	n/a	The Tenison Manor open space is significant yet is not included in the bulleted list on page 8.	Page 8, bullets: append "Tenison Manor open space and moat" to the bulleted list.	n/a

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CVDG editorial pre-adoption draft	n/a	n/a	Capitalisation is untidy in "Broad Lane pond Amenity Area" on page 8, penultimate paragraph.	Page 8, paragraph under bullets: delete "pond" to leave "Broad Lane Amenity Area".	n/a
CVDG editorial pre-adoption draft	n/a	n/a	The first paragraph on page 9 refers to "Broad Lane junction". It may not be clear where this is located.	Page 9, paragraph 1: change "at Broad Lane junction" to "on Broad Lane green".	n/a
CVDG editorial pre-adoption draft	n/a	n/a	Some significant pedestrian and cycle links within the village are not mentioned by name on page 9 where this topic is discussed.	Page 9, top caption: change "(above)" to "such as Leopold Walk (above) and the emergency access between Tenison Manor and the High Street".	n/a
6 Buildings					
CVDG editorial	n/a	n/a	The penultimate paragraph on page 10 starts with the rather oddly phrased "The overwhelming characteristic...". This can be rewritten with more appropriate language.	In the "Building Form" section change the sixth paragraph from: "The overwhelming characteristic of most buildings in Cottenham, from the earliest to the most recent, is their simplicity: details are minimal, dormers are small, few and far apart, and surface materials are rarely mixed within the principal structure." to: "A strong characteristic of most buildings in Cottenham, from the earliest to the most recent, is their simplicity: details are minimal, dormers are small, few and far apart, and surface materials are rarely mixed within the principal structure."	n/a

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CVDG editorial	n/a	n/a	<p>26 Crowlands won the RIBA East Spirit of Ingenuity Home Award in 2002. This should be acknowledged in the first paragraph on page 14 (in the same way as the award won by the yellow Wooden House).</p> <p>The Almshouses should also be listed by their full name.</p>	<p>In the "Building Form" section change the second sentence of the eighth paragraph from: "Certain nontypical buildings contribute by their individuality to its character and are valued as local landmarks – for example the much-altered 'Gothic House', the Water Tower (a former windmill), the 19th century Gothic Almshouses, the early 20th century Cottenham Club, the yellow Wooden House (completed 1989: Civic Trust Architecture Award 1990) and No. 26 Crowlands (whose triangular elements boast of its successful squeeze into an awkwardly shaped site)." to: "Certain non-typical buildings contribute by their individuality to its character and are valued as local landmarks – for example the much-altered 'Gothic House', the Water Tower (a former windmill), the 19th century Moreton's Almshouses, the early 20th century Cottenham Club, the yellow Wooden House (completed 1989: Civic Trust Architecture Award 1990) and No. 26 Crowlands (whose triangular elements boast of its successful squeeze into an awkwardly shaped site: RIBA East Spirit of Ingenuity Home Award 2002)."</p>	n/a
CVDG editorial	n/a	n/a	<p>The description of reinstating thatch in the "Materials" section is poorly phrased and needs to be improved.</p>	<p>In the "Materials" description change the final sentence of the fifth paragraph from: "More recently an increasing number have reinstated the thatch." to: "More recently an increasing number of roofs have had the thatch reinstated."</p>	n/a

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CVDG editorial	n/a	n/a	Windows such as the one shown on the right-hand side of the second row of photographs on page 17 are known locally as "poor windows". That term should be included in the caption.	In the caption for the second row of window photographs on page 17 change the final sentence from: "Small, round-headed windows are found on a number of houses - usually towards the front of a side wall." to: "Small, round-headed windows (locally known as "poor windows") are found on a number of houses - usually towards the front of a side wall."	n/a
Simon Wilson, Cottenham #001d	SUPPORT WITH CHANGES	In part B/2 could it be stated that replacement windows and door should also be set back from the face of the building to improve the appearance as many of the old sash windows are.	This identifies an important omission which needs to be remedied. However, the use of set back or 'reveals' is not necessarily appropriate in all instances as earlier timber framed houses typically had frames mounted flush with the wall surface, so it is also necessary to consider the type of building it is appropriate for. The Design Group agreed to expand the descriptive text for the Mid-19th Century Villa (essentially the earliest type for which this is relevant) to include this feature, and to expand the third bullet point of guideline B/2 to mention appropriate set back of frames.	In the "Mid-19th Century Villa" description change the last sentence of the second paragraph from: "There is a flat relieving arch above and a stone sill below." to: "There is a flat relieving arch above and a stone sill below; frames are set back slightly from the front wall, exposing brick 'reveals' which add a sense of depth to the façade." In guideline B/2 change the third bullet point from: "The style and materials used for replacement doors and windows should match those of the original building, and size should be of the correct proportion to the façade." to: "The style and materials used for replacement doors and windows should match those of the original building; size and proportion of frames and the depth of reveals should be appropriate to the house type."	The first change is to informative text and the second does not materially affect the guideline, so there is no impact on the Sustainability Appraisal.
Simon Wilson, Cottenham #001e	SUPPORT WITH CHANGES	B/9, maybe the last sentence should be moved to the 3rd one.	Agreed. Editorial change only.	Reorder the bullets for guideline B/9 so that the fifth bullet becomes the third bullet.	n/a

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
Phill Ford, Cottenham #005a	OBJECT	I have today received a copy of the above document and was dismayed to find my property (259 High Street, Cottenham) featured on page 11. It says much about the competence and capability of the Cottenham Village Design Group that the caption inaccurately describes the property as being late 19th century, despite the fact that the house clearly bears a name plaque dated 1902.	<p>The image was selected to represent a style of house which originated in the late nineteenth century and continued into the first few years of the twentieth, and does this very well. While there are other examples that can be used instead, there are probably none which so perfectly illustrate the combination of canted bay windows, stone dressings, polychrome brickwork and terracotta ornament.</p> <p>It is unfortunate that the caption was incorrect, although in architectural terms two years is fairly trivial; stylistically the house could easily have been built several years earlier.</p>	Photograph of 259 High Street removed (see resolution to comment #005b).	n/a

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
<p>Phill Ford, Cottenham #005b</p>	<p>OBJECT</p>	<p>I am incensed at having photographs of my property [259 High Street / Page 11] published in such a hypocritical and wasteful document without the basic courtesy of consultation or the seeking of my consent. This situation is further exacerbated by the photograph being an individual subject shot as opposed to a general street scene. I am encouraged that the document is presented as in 'draft' format and formally request that the photograph of my property be removed from any final published version.</p>	<p>The property is not identified by address or number, no interior features are visible, there is nothing to associate the house with its owner and nothing in the image whatsoever that could be construed in any way as defamatory or an invasion of privacy. The caption merely identifies some of the architectural features visible in the image and makes no subjective statements. This is simply an image of the exterior of a house, showing nothing which is not completely visible from the public street, and therefore no permission is required to include a photograph. However, the CVDG aims to represent the whole community so will comply with the request to remove the offending photograph.</p>	<p>Photograph of 259 High Street removed and replaced by an alternative example of a Cottenham Villa. Change the associated caption from: "Late 19th century villa with bay windows, some polychrome brickwork and stone dressings (bottom left)." to: "Late Victorian or Edwardian villa with bay windows and stone dressings (bottom left)." To compensate for the lack of an example of polychrome brickwork following this change two additional photographs have been added to page 17. The final caption is changed from: "Traditional thatch for smaller buildings was generally longstraw, which might be decorated with hazel 'liggers' (left). Slate roofs also sometimes included decorative detail (centre). Peg tiles and pantiles - in single or triple roll (right) - were made using the same buff material as local bricks." to: "Traditional thatch for smaller buildings was generally longstraw, which might be decorated with hazel 'liggers' (left). Slate roofs also sometimes included decorative detail (centre top). Peg tiles and pantiles - in single or triple roll (centre bottom) - were made using the same buff material as local bricks." and a new caption is added: "'Polychrome' brickwork - using contrasting red bricks in bands or for lintels - became popular in the second half of the 19th century."</p>	<p>Changes to photographs and associated captions only so there is no impact on the Sustainability Appraisal.</p>

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
Robert Walker, Cottenham #007c	n/a	It is not apparent whether and how the Guidelines will be enforced. Some do not appear to be followed at present, for example that new-build garages should not obscure house fronts (B/6). There are several examples of such recent construction.	This comment is outside the scope of the public consultation on the Design Statement. However, the Sustainability Appraisal Report for the Design Statement specifies monitoring that will be carried out to assess the effectiveness of the revised Design Statement after it has been adopted.	No change.	n/a
Phill Ford, Cottenham #008c	OBJECT	<p>In respect of the photograph of my property featured in the draft of your Design Statement, I remain stunned at the inexcusable arrogance of your group in not having the courtesy to ask for permission bearing in mind we live in such a small community. The excuse of 'running out of time' only serves to demonstrate the lack of any planning discipline in the organisation.</p> <p>For the reasons stated above, I do not wish to be associated with the Village Design Statement in any way and therefore restate my formal request that the photograph of my property be removed.</p> <p>I trust my wishes as a long term resident of the village, will at least in this way be respected.</p>	As noted in the response to comment #005b, no permission is required to include the photograph. However, the CVDG aims to represent the whole community so will comply with the request to remove this photograph.	Photograph of 259 High Street removed (see resolution to comment #005b).	n/a
Katherine Heydon, Cottenham #010b	SUPPORT WITH CHANGES	<p>Change the sixth bullet of B/6 from: "- Refer to locally distinctive details; accurately match these to the chosen building form and avoid mixing styles or historical references in the same building." to: "- Refer to locally distinctive details; accurately match with the current or historical building form, or use quality modern materials with good contemporary architecture to sympathetically renew the specific architectural traditions of Cottenham."</p> <p>LDF REFERENCES: Development Control Policies DPD Adopted July 2007 POLICY HG/6 Extensions to Dwellings in the Countryside d. The proposed extension is in scale and character with the existing dwelling and would not materially change the impact of the dwelling on its surroundings;</p>	<p>Guideline B/6 only applies to new developments, so there is no applicable "current building form".</p> <p>The use of good quality modern materials and good quality architecture is already encouraged. It is particularly worth emphasizing that materials may be either modern or traditional.</p>	Change the fourth bullet of B/6 from: "Use good quality materials appropriate to Cottenham." to: "Use good quality materials - whether modern or traditional - which are appropriate to Cottenham."	This change does not materially affect the guideline so there is no impact on the Sustainability Appraisal.

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
		e. The dwelling is of permanent design and construction.			
John Williams, Cottenham #011h	SUPPORT WITH CHANGES	Descriptive text: Page 18, Barns: Insert the word 'buff' to read 'local buff clay pantiles'. (NB buff pantiles and plain tiles are as much a locally characteristic material as buff brick).	Agreed.	In the Barns description change: "The roofline, also unbroken, is tiled with local clay pantiles." to: "The roofline, also unbroken, is tiled with local buff clay pantiles."	This is informative text so there is no impact on the Sustainability Appraisal.
John Williams, Cottenham #011i	SUPPORT WITH CHANGES	Guideline B2 2nd point: add 'Avoid altering the size of existing openings.'	Agreed (assuming that the comment refers to the third bullet point rather than the second).	In guideline B/2 append the following to the end of the third bullet: "Avoid altering the size of existing openings."	This change does not materially affect the guideline so there is no impact on the Sustainability Appraisal.
John Williams, Cottenham #011j	SUPPORT WITH CHANGES	Guideline B2 4th point: might be more appropriate under B4?	Agreed.	Move the fourth bullet of guideline B/2 to between the two existing bullets of guideline B/4.	No change to the text or meaning of the guidelines, so there is no impact on the Sustainability Appraisal.
John Williams, Cottenham #011k	SUPPORT WITH CHANGES	Guideline B2 7th point: add '(eg type of thatch)'.	Agreed.	In guideline B/2 append the following to the end of the seventh bullet: "(such as the type of thatch)."	This change does not materially affect the guideline so there is no impact on the Sustainability Appraisal.
John Williams, Cottenham #011l	SUPPORT WITH CHANGES	Guideline B2 Last point: substitute 'Abrasive or harsh cleaning' instead of 'Sandblasting'. (sandblasting as such is rarely used nowadays, but other cleaning methods can be as damaging if misapplied)	Agreed.	In the eleventh bullet of guideline B/2 change: "Sandblasting is detrimental" to "Abrasive or other harsh cleaning is detrimental to brickwork"	This change does not materially affect the guideline so there is no impact on the Sustainability Appraisal.
John Williams, Cottenham #011m	SUPPORT WITH CHANGES	Guideline B4: 1st point: add 'Setting back walls or lowering the roofline of extensions can help to reduce apparent bulk.'	Agreed.	In guideline B/4 append the following to the end of the first bullet: "Setting back walls or lowering the roofline of extensions can help to reduce apparent bulk."	This change does not materially affect the guideline so there is no impact on the Sustainability Appraisal.
John Williams, Cottenham #011n	SUPPORT WITH CHANGES	Guideline B6: Intro sentence - this appears to exclude individual new buildings, but in fact should cover these too.	Agreed.	Change the start of guideline B/6 from: "Buildings in new developments, both in estates and in groups, should acknowledge..." to: "New developments should acknowledge..."	Whilst this change widens the scope of guideline B/6 (to include single buildings rather than just groups) it does not change the assessment of the guideline against the sustainability objectives.
John Williams, Cottenham #011o	SUPPORT WITH CHANGES	Guideline B6: 5th point - Is there some way to avoid repeating this, which is repeated in B2 - obviously this point applies to new buildings, extensions, alterations and barn conversions equally, maybe it needs a guideline of its own?	B/2 and B/6 apply to different contexts (modifications to existing properties and new buildings respectively). Placement and type of roof lights are relevant to both contexts, so guidance is required in both guidelines.	No change.	n/a

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
John Williams, Cottenham #011p	SUPPORT WITH CHANGES	Guideline B6: 6th point - insert 'and materials' to read 'match these to the chosen building form and materials and avoid mixing styles...' (NB sometimes it is the materials more than the form of a building which determines what features are appropriate).	The proposed change makes the guideline ambiguous (suggesting that the materials can be chosen independently from the building form). The existing text of the guideline is preferable.	No change.	n/a
Jane Heath (Convenor, Cottenham Environment Audit Group; founder member [and former committee member], CVDG; resident), Cottenham #012k	SUPPORT WITH CHANGES	It may seem obvious, but the guidelines should advocate engaging architects [just as landscape design advice is recommended for open spaces]. This should be stressed re extensions and barn conversions – B4, B5. At some points [eg B2] the guidelines go into a level of practical detail which is akin to a 'how to' guide. This is not the way to achieve good design or good craftsmanship. The guidelines should bring out the sensitivities and specialisms involved in certain processes and advocate use of professionals/ specialists. There is a danger that too much detail overwhelms the key messages of the Guidelines.	Agreed. Guideline B/7 is extended to encourage use of architects and specialists. It is not considered appropriate to modify the level of detail in guidelines at this late stage in development of the document.	Move whole of existing B/7 text down to bullet level under a new guideline B/7: 'The appointment of architects and, where appropriate, relevant specialists is encouraged for all developments.'	This change is supported by a revisit to Sustainability Appraisal for B/7 which has shown marginally improved assessments against sustainability objectives 3.2, enhancing landscape and townscape character, and 3.3, creating places that work well and look good, both of which may best be achieved by employing architects.
David Grech (Conservation Area and Design Officer, South Cambridgeshire District Council) #013e	SUPPORT WITH CHANGES	Page 10 para 5 line two '... after the extensive fire of 1850.'	There were several fires around 1850 and, although one was more severe, the cumulative effect was significant. The fact that the fires were around this period is implied by the first half of the sentence which refers to "mid-19th century farmhouses or villas". Hence, it is desirable to clarify that there were multiple fires, but it is neither necessary nor appropriate to specify a single year.	In the "Building Form" section change the first sentence of the second paragraph from: "The principal characteristic of Cottenham is the large number of mid-19th century farmhouses or villas which were built directly following the extensive fires." to: "The principal characteristic of Cottenham is the large number of mid-19th century farmhouses or villas which were built directly following several extensive fires."	This is informative text so there is no impact on the Sustainability Appraisal.

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
David Grech (Conservation Area and Design Officer, South Cambridgeshire District Council) #013f	SUPPORT WITH CHANGES	Page 10 para 5 line 3 'yellow, gault clay brick with slate roofs (which became available as an economic fire resistant roof covering following the opening of the railway in 1848). NB please check date for the railway, this is the date in my mind!!	According to "A History of the County of Cambridge and the Isle of Ely: Volume 9" the Cambridge-Huntingdon line of the Great Eastern Railway opened in 1847, with a station built just west of Westwick bridge in 1848. The earlier of these dates is more appropriate in this context.	In the "Building Form" section change the second sentence of the second paragraph from: "These are substantial, dignified flat-fronted houses built of yellow brick with slate roofs, each house being slightly different." to: "These are substantial, dignified flat-fronted houses built of yellow brick with slate roofs, each house being slightly different. (Slate became available as an economic fire resistant roof covering following the opening of the railway in 1847.)"	This is informative text so there is no impact on the Sustainability Appraisal.
David Grech (Conservation Area and Design Officer, South Cambridgeshire District Council) #013g	SUPPORT WITH CHANGES	Page 10 para 5 line 6 '... barns behind the large farmhouses. These are frequently sited along plot boundaries at right angles to the street.'	Agreed.	In the "Building Form" section append the following to the end of the second paragraph: "These are frequently sited along plot boundaries at right angles to the street."	This is informative text so there is no impact on the Sustainability Appraisal.
David Grech (Conservation Area and Design Officer, South Cambridgeshire District Council) #013h	SUPPORT WITH CHANGES	Page 15 para 2 line 4 '...boundaries were built of clay lump or clay bat (unfired bricks of sun-dried clay and chopped straw)'	Agreed.	In the "Materials" section change the final sentence of the third paragraph from: "The walls of some barns and property boundaries were built of sun-dried clay blocks (Clay Lump): easy to work, and economical to extract from the clay which runs beneath Cottenham." to: "The walls of some barns and property boundaries were built of clay lump (also known as clay bat; unfired bricks of sun-dried clay and chopped straw): easy to work, and economical to extract from the clay which runs beneath Cottenham."	This is informative text so there is no impact on the Sustainability Appraisal.

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
<p>David Grech (Conservation Area and Design Officer, South Cambridgeshire District Council) #013i</p>	<p>SUPPORT WITH CHANGES</p>	<p>Page 15 para 3 line 2: I question the statement of a 'national swing in fashion against red brick' Elsewhere in England red bricks remained popular throughout the 19th Century. In Cambridgeshire the rise of the Cambridge 'whites' is probably a reflection of the clay beds that were being worked at the time, and that these were the cheapest bricks being produced in the locality.</p>	<p>The Design Group agree that the change in fashion from red to white bricks was never truly national, but it was pretty extensive. The description has been changed to remove this claim and to add more detail about the source of bricks used in the village.</p>	<p>In the "Materials" section change the fourth paragraph from:</p> <p>"The 19th century, the period when the majority of older properties in Cottenham were built or rebuilt, saw a national swing in fashion away from red bricks towards yellow or buff bricks, known as 'whites'. From the 1840s a large number of houses in the village were built using hand-made bricks, principally from Ivatt's brick yard at the bottom of Ivatt Street. These were made from Kimmeridge clay, local to Cottenham and Haddenham, and were quite distinct from other Cambridgeshire 'whites' (often made from Gault clay). Generally creamy-grey in colour, Cottenham hand-made bricks may exhibit a distinctive pink mottling; this is particularly noticeable on the lower-grade bricks sometimes found on side walls or lower status buildings. Most have now weathered to a more uniform buff colour. Production of Cottenham bricks ceased around 1900 when increasing mechanisation and improved transport made it harder for local yards to compete. From the closing decades of the 19th century machine-made bricks from Burwell and Cambridge, smoother and generally yellower and whiter in colour, start to appear, along with some examples probably of Whittlesey origin; initially these were sometimes used for side walls only, high-quality local bricks still being preferred for the street front."</p> <p>to:</p>	<p>This is informative text so there is no impact on the Sustainability Appraisal.</p>

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
				<p>"During the 18th century yellow or buff bricks, known as 'whites', became increasingly popular; by the early 19th century they had supplanted red brick in many areas. From around 1840 to 1900, the period when a large number of houses in the village were built or rebuilt, local hand-made bricks from Ivatt's brick yard (at the bottom of Ivatt Street) were widely used. These were made from Kimmeridge clay, local to Cottenham and Haddenham, and were quite distinct from other Cambridgeshire 'whites' made from Gault and other clays. Generally creamy-grey in colour, Cottenham hand-made bricks may exhibit a distinctive pink mottling; this is particularly noticeable on the lower-grade examples sometimes found on side walls or lower status buildings. Most have now weathered to a more uniform buff colour.</p> <p>As the 19th century progressed, larger brickyards invested in mechanisation, while transport costs fell significantly. Machine-made bricks from Burwell and Cambridge began to be imported into Cottenham; these were smoother and generally yellower and whiter in colour. Other examples may have originated in the Whittlesey area. Some houses mixed imported and local bricks, sometimes with machine-made bricks for side walls and local hand-mades for the street front. By around 1900 the local yard could no longer compete and production ceased."</p>	

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
David Grech (Conservation Area and Design Officer, South Cambridgeshire District Council) #013j	SUPPORT WITH CHANGES	Page 16 para 1 line 1 '... Welsh slates were first brought to the area in the 1850s (following construction of the railways), and these...' I know this is a repeat of something I pointed out earlier, but I think it bears repetition as buildings with shallow pitched (ie around 30 degree) roofs covered in slate are unlikely to date from before the construction of the railway. A steeper pitched (say 50 degree) roof covered in slate may well suggest a thatch roof re-covered in slate after 1850.	Agreed, except that it is preferable to retain the word "roofing" from the original text.	In the "Materials" section change the first sentence of the fifth paragraph from: "Welsh roofing slates were brought to the area in the 1850s, and these have been used extensively in the village." to: "Welsh roofing slates became widely affordable in the 1850s, following construction of the railways, after which they were used extensively in the village. Their use allowed the pitch of roofs to be reduced from around 50 degrees - necessary for thatch or clay tile - to around 30 degrees."	This is informative text so there is no impact on the Sustainability Appraisal.
David Grech (Conservation Area and Design Officer, South Cambridgeshire District Council) #013k	SUPPORT WITH CHANGES	Page 16 para 3 line 1 'Originally a wide frontage, narrow single-span one storey building:'	Agreed.	In the description of the "Timber-Framed House" change the first sentence of the first paragraph from: "Originally a single-span one storey building: its asymmetric façade reflects the internal division into one-third service area and two-thirds living." to: "Originally a wide frontage, narrow single-span one-storey building: its asymmetric façade reflects the internal division into one-third service area and two-thirds living."	This is informative text so there is no impact on the Sustainability Appraisal.
David Grech (Conservation Area and Design Officer, South Cambridgeshire District Council) #013l	SUPPORT WITH CHANGES	Page 16 para 3 line 5 ' either square or wider than tall, with horizontal sliding sashes.'	The Design Group agree that whilst most timber-framed houses will have been fitted with horizontal sliding sashes, these were probably a later addition. Mr Grech subsequently confirmed that the "earliest timber framed houses would only have had shutters over openings that would probably be fitted with simple timber mullions (glass was too expensive for cottages and even on grand houses people might take their windows with them from building to building, or leave them to someone in their will etc)."	In the description of the "Timber-Framed House" append the following to the end of the first paragraph "Due to the high price of glass the earliest examples would have had shutters over openings fitted with simple timber mullions, but these were later replaced by horizontal sliding sashes."	This is informative text so there is no impact on the Sustainability Appraisal.

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
David Grech (Conservation Area and Design Officer, South Cambridgeshire District Council) #013m	SUPPORT WITH CHANGES	Page 16 para 4 line 2 'In a few cases 'cat-slide' dormers were placed...'	The Design Group agree that the term 'cat slide' should be introduced in the body of the text rather than just in one of the photograph captions. However, using the term where suggested would imply that they were atypical in the village which is not the case. Mr Grech subsequently clarified that "'cat-slide' dormers are more typical of the fen-edge villages in the district (ie including Cottenham) and gabled dormers would be the exception in these areas". Hence, the term needs to be used earlier (and unhyphenated for consistency with other occurrences within the Design Statement).	In the description of the "Timber-Framed House" change the first sentence of the second paragraph from: "In the mid-17th and 18th centuries some were converted to 1½ storeys with dormers at eaves level." to: "In the mid-17th and 18th centuries some were converted to 1½ storeys with 'cat slide' dormers at eaves level."	This is informative text so there is no impact on the Sustainability Appraisal.
CVDG editorial pre-adoption draft	n/a	n/a	Caption on page 10 is missing punctuation.	Page 10, caption: insert comma after "(above)".	n/a
CVDG editorial pre-adoption draft	n/a	n/a	'Three storey' on page 14, paragraph 2, is inconsistent with other usage in the document.	Page 14, Relationships paragraph 1: insert hyphen in "three-storey".	n/a
CVDG editorial pre-adoption draft	n/a	n/a	'timber-frame' on page 14, paragraph 5, is inconsistent with other usage in the document.	Page 14, Materials paragraph 2: change "timber-frame" to "timber framed".	n/a
CVDG editorial pre-adoption draft	n/a	n/a	Punctuation issue on page 15, paragraph 2.	Page 15, paragraph 2: change semicolon to a dash.	n/a
CVDG editorial pre-adoption draft	n/a	n/a	Spelling error on page 15, lower caption.	Page 15, lower caption: correct spelling of "buidlings" to "buildings".	n/a
CVDG editorial pre-adoption draft	n/a	n/a	'Timber-Framed' on page 16, subtitle 1, is inconsistent with other usage in the document.	Page 16, Timber-Framed House: remove hyphen from "Timber Framed".	n/a
CVDG editorial pre-adoption draft	n/a	n/a	Missing cedilla on page 18, paragraph 2.	Page 18, Modern Villa: "facades" should be "façades".	n/a
7 Highways					
CVDG editorial	n/a	n/a	The draft Design Statement refers to the "Cambridge Guided Bus" or just "Guided Bus", but its full name is the "Cambridgeshire Guided Busway". This should be corrected.	In the third bullet of guideline H/1 change: "Cambridge Guided Bus" to: "Cambridgeshire Guided Busway" In the second bullet of guideline H/2 change: "Guided Bus" to: "Cambridgeshire Guided Busway". (This change is incorporated in the new text proposed in	n/a

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
				response to comment #011r below.)	
Alexander Thoukydides (Chair, CVDG), Cottenham #006a	SUPPORT WITH CHANGES	Add new guideline before H/1: "Roads should be designed first and foremost from a pedestrian and vulnerable road users' perspective. - Make things human scale. - Particular emphasis should be applied to the core of the village."	Agreed, except that "Make things human scale" does not really mean anything and is best omitted.	Renumber existing guidelines H/1 through H/4 as H/2 through H/5. Create a new guideline at the start of the Highways Guidelines: "H/1: Roads should be designed first and foremost from a pedestrian and vulnerable road users' perspective. - Particular emphasis should be applied to the core of the village." (Other comments in this report refer to the original guideline numbers as used in the consultation draft. This new guideline H/1 is further extended in response to comment #007b.)	This new guideline (including the additional bullet from the resolution of comment #007b) clearly supports the sustainability appraisal objectives of reducing use of non-renewable resources (1.2), avoiding damage to historic sites (3.1), enhancing townscape character (3.2), creating places that work well (3.3), reducing emissions of pollutants (4.1), enhancing health (5.1), improving accessible open space (5.3), improving accessibility of services (6.1), gaining access to work (7.1) and improving vitality of the local economy (7.3). No negative impacts or required mitigation measures have been identified. There are also clear synergies with guideline H/2 (now renumbered as H/3), allowing Cottenham to act as a safe and attractive hub for cycle links to surrounding villages or employment centres.
Alexander Thoukydides (Chair, CVDG), Cottenham #006b	SUPPORT WITH CHANGES	At the end of the first bullet of (the existing) H/2 append ", for example safer routes to schools".	Agreed.	In guideline H/2 append the following to the first bullet: ", for example safer routes to schools". (This change is incorporated in the new text proposed in response to comment #011r below.)	This change does not materially affect the guideline so there is no impact on the Sustainability Appraisal.
Robert Walker, Cottenham #007b	SUPPORT WITH CHANGES	However, I would like to see more emphasis on making Cottenham a place for people rather than for motor vehicles. The statements about roads should have greater priority. Several roads (e.g. Histon Road) are highly dangerous for pedestrians and cyclists, and there have been several recent accidents, some fatal. There need to be more cycleways (H/2), footpaths and pedestrian crossings. In particular, there need to be safe routes to schools so that children can walk rather than being taken by car. These require 'design' on a larger scale. High traffic speed, especially in Histon Road and High Street is a major problem. Alternative road surfaces to	Agreed. This is mostly addressed by the resolution for comments #006a and #006b. However, an additional bullet for the idea of considering alternative road surfaces to reduce traffic speeds is a desirable addition.	In the new H/1 guideline (added by the resolution to comment #006a) add a second bullet as follows: "Consider alternative road surfaces which may help slow traffic."	The sustainability impact of this change is appraised as part of the resolution for comment #006a.

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
		the current speed-friendly tarmac should be considered.			
Katherine Heydon, Cottenham #010c	SUPPORT WITH CHANGES	Change the second bullet of H/2 from: "- Create cycle links from Cottenham to Cambridge, Cambridge Research Park, Northstowe and the Guided Bus." to: "- Create cycle links from Cottenham to Cambridge, accessible employment clusters (e.g. Cambridge Research Park, Science Park), Northstowe and the Guided Bus."	The only employment cluster near Cottenham that would benefit from creation of a new cycle link, and that is not already listed in guideline H/2, is Cambridge Science Park. Since it is desirable to keep the guidelines simple and precise it is preferable to just add that single additional route. A cycle route from Cottenham to the Cambridge Science Park could be via Northstowe and the Cambridgeshire Guided Busway; the former is already covered by the guideline in the consultation draft of the Design Statement, and the latter is planned as part of the Guided Busway development.	In guideline H/2 change the second bullet from: "Create cycle links from Cottenham to Cambridge, Cambridge Research Park, Northstowe and the Guided Bus." to: "Create cycle links from Cottenham to Cambridge, Cambridge Research Park, Cambridge Science Park, Northstowe and the Guided Bus." (This change is incorporated in the new text proposed in response to comment #011r below.)	This change does not therefore materially affect the guideline so there is no impact on the Sustainability Appraisal.
John Williams, Cottenham #011q	SUPPORT WITH CHANGES	Guideline H1: Incorporate new point: 'In the medium and long term, reduction in through traffic will only be achieved by major upgrading to adjacent roads such as the A10 and A14. Once this has been achieved the B1049 should be downgraded to a local road.'	Recommending specific changes to major roads beyond the parish of Cottenham is outside the scope of the Design Statement. However, it is worth clarifying the second bullet point of H/1 by inserting "local and regional" before "transport infrastructure".	In guideline H/1 change the second bullet from: "Improvements to the transport infrastructure should be carried out in such a way as to minimise the impact on Cottenham, and reduce traffic through the village." to: "Improvements to the local and regional transport infrastructure should be carried out in such a way as to minimise the impact on Cottenham, and reduce traffic through the village."	This change does not materially affect the guideline so there is no impact on the Sustainability Appraisal.

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
John Williams, Cottenham #011r	SUPPORT WITH CHANGES	Guideline H2: Incorporate: 'Cycle routes should have hard and smooth surfaces and give cyclists priority at junctions wherever possible. To encourage year-round commuting cycle routes must be safe for use in the dark.'	Incorporating comments to this effect will add detail that will help define what makes a route 'high quality' - many existing routes in the area do not measure up to these standards, which is why they 'need to be improved'. Incorporation will be best achieved by re-ordering the text in the second and third bullets, so that the second bullet has all the text relating to 'where' the links should be and the third has all the text relating to 'how' they should be. The Cambridge-Ely cycle route is part of National Route 11 and so should be given its official name - and since NR51 also runs nearby (passing through Oakington) it makes sense to include this too.	Change the bullets in guideline H/2 from "H/2: More cycle ways are needed, and existing cycle ways need to be improved. - Develop safe and pleasant pedestrian and cycle routes for everyday travel around the village. - Create cycle links from Cottenham to Cambridge, Cambridge Research Park, Northstowe and the Guided Bus. - Develop safe and high-quality cycle routes for both practical and recreational uses, including linking with national routes such as the Cambridge to Ely cycle path." to: "- Develop safe and pleasant pedestrian and cycle routes for everyday travel around the village, for example safer routes to schools. - Create cycle links, for both practical and recreational use, to Cambridge, Cambridge Research Park, Cambridge Science Park, Northstowe and the Cambridgeshire Guided Busway, and to long distance routes such as National Routes 11 and 51. - Cycle routes must be of high quality to attract users. They should have a good cycling surface, give priority to cyclists wherever possible, and be safe to use year-round and after dark." (This text also includes the full changes to guideline H/2 from #006b, #010c and the editorial changes above.)	This change does not materially affect the guideline, but merely gives additional detail. Therefore there is no impact on the Sustainability Appraisal.
CVDG editorial pre-adoption draft	n/a	n/a	The use of "Twenty Pence" on page 20, paragraph 1 is inconsistent with other usage in the document.	Page 20, paragraph 1: change "Twenty Pence" to "Twentypence".	n/a

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
8 Street Furniture					
CVDG editorial	n/a	n/a	It would be better to refer the church by its full name.	In the second sentence of the second paragraph change: "the Church" to: "All Saints Church"	n/a
Katherine Heydon, Cottenham #010d	SUPPORT	A general observation is that metal railings and fences are painted black, as are some wooden gates. Wooden fences do not appear to be typically painted black within the village. Change the final bullet of F/1 from: "- Gates and railings should generally be painted black." to: "- Gates and metal railings should generally be painted black." LDF REFERENCES: No change re original bullet point.	Agreed.	In guideline F/1 change the seventh bullet from: "Gates and railings should generally be painted black." to: "Gates and metal railings should generally be painted black."	This change does not materially affect the guideline so there is no impact on the Sustainability Appraisal.
CVDG editorial pre-adoption draft	n/a	n/a	Capitalisation of "Green" on page 21, paragraph 2 is incorrect and inconsistent with other usage in the document.	Page 21, paragraph 2: lowercase the "g" in "Broad Lane green".	n/a
Map					
CVDG editorial pre-adoption draft	n/a	n/a	Although the boundaries shown are believed to accurate at this time, there may well be changes during the life of this document. It should be made clear that actual boundaries are defined on the current Proposals Map in the Local Development Framework.	Page 12, map key: add the following immediately under Notes: "The actual boundaries should be checked against the current Proposals Map in the Local Development Framework."	n/a
CVDG editorial pre-adoption draft	n/a	n/a	A reference to the full definition of the term 'Village Framework' would be helpful.	Page 12, map key: append the following to the end of footnote 1: "See policy DP/7 of Development Control Policies Development Plan Document."	n/a
CVDG editorial pre-adoption draft	n/a	n/a	'Smiths Path' is incorrectly labeled.	Page 12, map: remove apostrophe from "SMITHS PATH".	n/a
CVDG editorial pre-adoption draft	n/a	n/a	The Pound is marked as on open space but not labeled.	Page 12, map: add a "POUND" label.	n/a
CVDG editorial pre-adoption draft	n/a	n/a	A few streets are un-labeled.	Page 12-13, map: add missing street names: "GOODE CLOSE" (off Lambs Lane), "THE STABLES" (off Rooks Street) and "SAMES COURT" (between 90 and 100 High Street).	n/a

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
Appendix A: Listed Buildings					
CVDG editorial pre-adoption draft	n/a	n/a	Capitalisation error on page 22.	Page 22, High Street 185: lowercase the "g" in "gate".	n/a
CVDG editorial pre-adoption draft	n/a	n/a	Punctuation error on page 22.	Page 22, Rampton Road 25-41: insert apostrophe in "Moreton's".	n/a
Appendix B: LDF Policy References					
CVDG editorial	n/a	n/a	"Development Plan Policies" is not the correct document name; it should be "Development Control Policies". The DPD abbreviation is not defined anywhere within the Design Statement, so it should be spelled out in full. The RSS abbreviation is not used anywhere else within the document so its use is unnecessary.	In the first paragraph change: "Development Plan Policies DPDs" to: "Development Control Policies Development Plan Document" Delete "(RSS)" from the same paragraph.	n/a
CVDG editorial	n/a	n/a	The DCPDPD policy numbers were changed between the version used to prepare the consultation draft of the Design Statement and the version as adopted.	Update the policy numbers as follows: Change "ET/5" to "ET/4" (New Employment Development) Change "ET/7" to "ET/6" (Loss of Rural Employment to Non-Employment Uses) Change "NE/15" to "NE/14" (Lighting Proposals)	n/a

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
Appendix C: Cottenham Village Design Group					
CVDG editorial	n/a	n/a	<p>Strictly speaking the Design Statement was delivered to "all households" rather than "all residents" so this should be corrected. Emphasis should also be added that the Design Group comments on planning applications in accordance with the principles and guidelines set out in the Design Statement.</p>	<p>In the "1994 Village Design Statement SPG" section change the second sentence of the first paragraph from: "A wide public consultation exercise was carried out in March and April 1994, with copies of the draft document circulated to all residents and businesses in the village." to: "A wide public consultation exercise was carried out in March and April 1994, with copies of the draft document circulated to all households and businesses in the village."</p> <p>Also change the second sentence of the third paragraph from: "The Design Group comments on planning applications affecting the village, arranges public meetings, and monitors the effects of the Design Statement." to: "The Design Group comments on planning applications affecting the village by reference to the Design Statement, arranges public meetings, and monitors the effects of the Design Statement."</p>	n/a
CVDG editorial	n/a	n/a	<p>The final document will have been adopted by South Cambridgeshire District Council, so the appropriate tenses should be used.</p> <p>With the removal of the "Preface to the Draft" it would also be desirable to record the fact that the Design Statement has been subject to a Sustainability Appraisal and a Habitats Regulations Assessment, and that Screening tests demonstrated that neither a Strategic Environmental Assessment under the SEA Directive nor an Appropriate Assessment under the Habitats Directive was required.</p>	<p>Replace the following text at the end of the "2007 Village Design Statement SPD" section: "Residents' opinion on all of these changes is keenly sought."</p> <p>South Cambridgeshire District Council has expressed its intention to adopt this revised Design Statement following a satisfactory public consultation.</p> <p>The Design Group will continue to monitor the effects of the</p>	n/a

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
				<p>Design Statement following its adoption."</p> <p>by:</p> <p>"The Design Statement was subject to a Sustainability Appraisal and a Habitats Regulations Assessment. Screening tests demonstrated that neither a Strategic Environmental Assessment under the SEA Directive nor an Appropriate Assessment under the Habitats Directive was required. All of the supporting documents are available on the South Cambridgeshire District Council and Design Group websites.</p> <p>A formal public consultation on the new document was held between 20th July and 31st August 2007, supported by public meetings. Copies of the draft document were delivered to all households and businesses in the parish, and a public notice was placed in the local press on 20th July 2007.</p> <p>South Cambridgeshire District Council adopted this revised Design Statement as a Supplementary Planning Document on 14th November 2007.</p> <p>The Design Group intend to continue monitoring the effects of the Design Statement."</p>	
CVDG editorial	n/a	n/a	The phone number quoted is for the Community Office at Cottenham Village College, but that is unlikely to be useful for anyone wishing to contact the Design Group. It would be better to remove the phone number.	In the "Contacting the Cottenham Village Design Group" section remove: "Telephone 01954 288751"	n/a

Representations	Nature	Representations Summary	CVDG's Assessment	Approach to Draft SPD	Sustainability Appraisal
<i>Appendix D: Further Contacts</i>					
CVDG editorial pre-adoption draft	n/a	n/a	Post town missing from SCDC address.	Page 25, South Cambridgeshire District Council: insert "Cambridge" between "Cambourne" and "CB23 6EA".	n/a
CVDG editorial pre-adoption draft	n/a	n/a	Cottenham Parish Council is relocating and therefore has a new address.	Page 25, Cottenham Parish Council: new address substituted: The Clerk: Mrs Julie Groves Suite 2, Ebenezer House, Rooks Street, Cottenham, Cambridge, CB24 8QZ	n/a

6 Photographs and Map

A number of the photographs used in the [\[VDSSPD\]](#) have been replaced with alternative images. Many of these changes have been necessary to improve image resolution for full-colour printing, to capture the same subject in more suitable lighting conditions or to crop to match available space – these changes are not recorded here. A small number of changes have introduced alternative images – these changes together with any related changes to captions are recorded here. The images shown are the new ones; the images being replaced are not shown.

6.1 Alternative Images

[\[VDSSPD\]](#), Front cover: Image moved from page 5 and placed centre-left in the 3 * 3 matrix (replacing a street-scene of 'The Lanes' now moved to the back cover.)



[\[VDSSPD\]](#), page 4: Image replaced as it better matches the caption and intent – illustrating Cottenham's position on a Greensand ridge.



[VDSSPD], page 5: Image replaced as it better illustrates the church as a 'landmark for miles around.' The existing image is moved to the front cover.



[VDSSPD], page 8: Large image at the bottom of this page replaced with an alternative image of the Village Green showing a community event taking place.

Caption: The Village Green is an important focus for community events, for example the 2007 Fen Edge Family Festival (below).



[VDSSPD], page 9: Image replaced with an alternative that includes the information sign to give the view a clearer context. Both images are of Les King Wood.



[VDSSPD], page 11: Large image at the bottom of this page replaced with an image showing an alternative Edwardian villa (see comment reference #005b).

Caption: Late Victorian or Edwardian villa with bay windows and stone dressings (bottom left).



[VDSSPD], page 14: Image replaced as it provides a better example of a barn conversion.



[VDSSPD], page 17: Images of slate roof (bottom-centre) and pantiles (bottom-right) are cropped and both moved to bottom-centre. New images showing polychrome brickwork as a band and over a window are added bottom-right. These are necessary to compensate for the loss of polychrome brickwork in the image removed from page 11.

Caption: 'Polychrome' brickwork – using contrasting red bricks in bands or for lintels – became popular in the second half of the 19th century.



[VDSSPD], page 21: Image of wooden gates changed to show a more typical straight topped pair of gates.



[VDSSPD], Back cover: Two new images introduced, replacing images repeated from the body of the document.



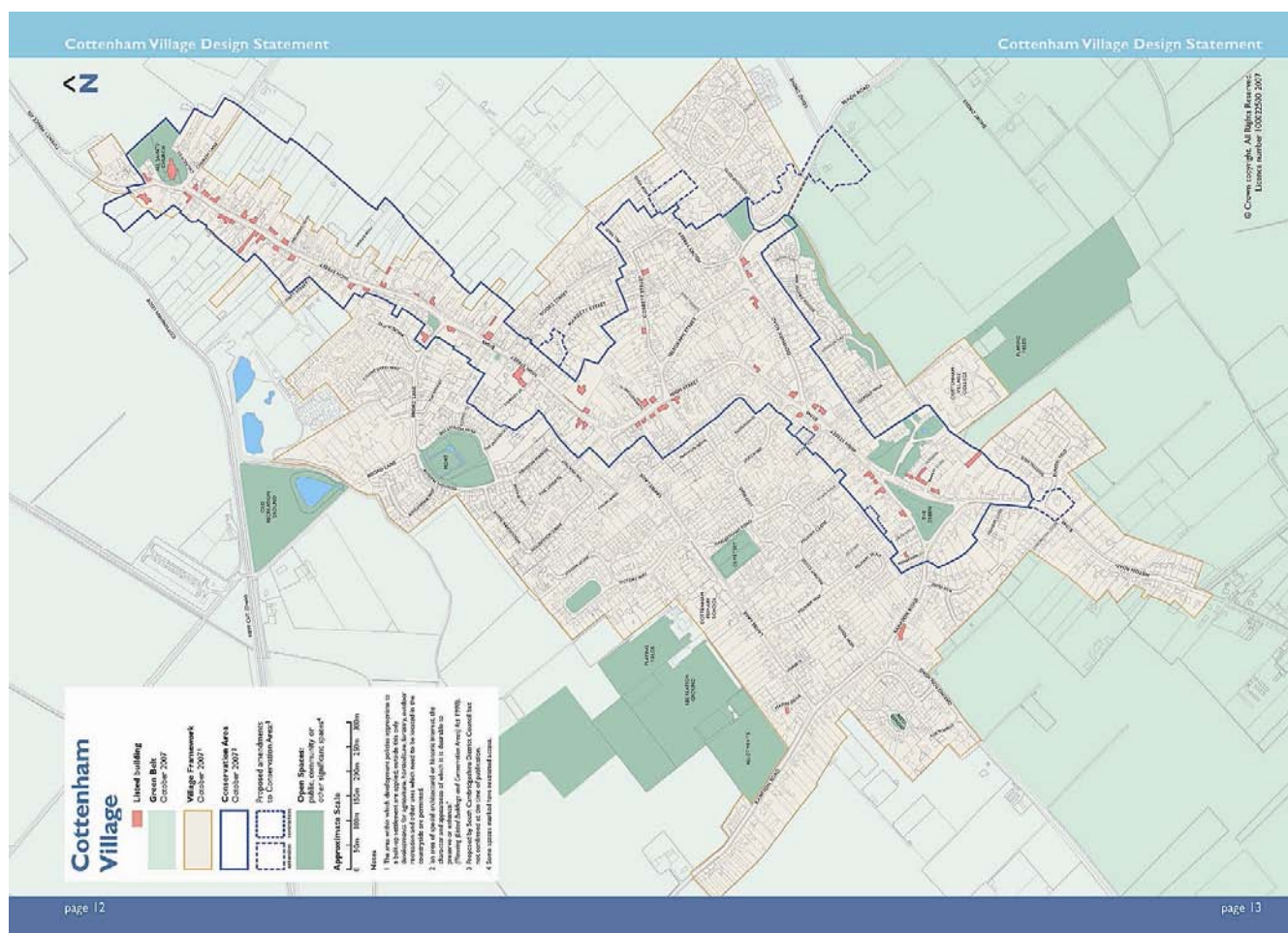
top-centre



top-left

6.2 Revised Map

The map on pages 12 and 13 of the [\[VDSSPD\]](#) is updated to indicate the boundaries of the Village Framework and its scope is increased slightly to accommodate this. Areas designated as Green Belt and open spaces within the village are highlighted. An approximate scale is added.



7 Document References

- [\[VDSSPD\]](#) Cottenham Village Design Statement Supplementary Planning Document (Consultation Draft)
<http://www.cvdq.org/designstatementspd.pdf>
- [\[VDSSAR\]](#) Sustainability Appraisal Report for the Cottenham Village Design Statement Supplementary Planning Document (Consultation Draft), CVDG-REP-1002
<http://www.cvdq.org/SustainabilityAppraisalRep.pdf>
- [\[VDS1994\]](#) Cottenham Village Design Statement. Approved as Supplementary Planning Guidance during 1994.
<http://www.cvdq.org/designstatement.pdf>