



**Hatfield
Broad Oak**
PARISH COUNCIL

Theresa Trotzer Wilson
*Clerk to Hatfield Broad Oak
Parish Council*

13 Cross Road, Witham, Essex CM8 2NA

Neighbourhood Plan Steering Committee
Housing and Economic Land Availability Assessment 2024

As part of the new Local Plan, which is expected to be adopted in 2026, the Parish of Hatfield Broad Oak will be allocated a specific number of dwellings by Uttlesford District Council, which must be built over the period of the new Local Plan.

The Hatfield Broad Oak Neighbourhood Plan Steering Committee, working on behalf of Hatfield Broad Oak Parish Council, are undertaking the process of making a Neighbourhood Plan and, although we cannot reduce the number of dwellings allocated, we will have the ability to select what size developments we wish to see and where they will be situated within the Parish.

The purpose of this communication is to invite all landowners in the Parish to submit any sites that they think might be suitable for residential or employment development prior to 2042.

If you, or your client(s) wish to submit any sites for consideration, please complete the form and return it with the necessary supporting evidence, even if the site features within the current Housing and Economic Land Availability Assessment (HELAA). No sites in the current HELAA will automatically be carried forward to the new HELAA.

Please Note:

1. Only sites which meet the following criteria will be considered:
 - Which could accommodate 5 or more dwellings
 - Economic development of 0.25 ha (or 500ms floorspace) or above
2. All submissions must be accompanied by a map of an appropriate and recognizable scale (no larger than 1:10,000) showing the site boundary in red. The map should show the immediate context of the site showing adjacent uses and roads, as well as a scale and north arrow.
3. Please complete a separate form for each site.
4. You must give your name and address for your submission to be considered.

Your form must be returned on or before November 22nd 2024 to:

The Clerk, Hatfield Broad Oak Parish Council,
13 Cross Road, Witham, Essex CM8 2NA.

For people wishing to submit an electronic copy, email
parishclerk@hatfieldbroadoakpc.gov.uk

1. YOUR DETAILS

Name	
Company/Agent Name (if applicable)	
Representing (if applicable)	
Your Contact Address	
Telephone/Mobile Number	
Email	

2. ARE YOU ...

YES ✓

Site Owner	
Planning Consultant	
Developer	
Housing Association	
Amenity or Community Group	
Other (please specify)	

3. SITE DETAILS

Site Address	
Site postcode (if known)	
Site OS grid reference (if known)	

Please attach an up-to-date Ordnance Survey based map outlining the precise boundaries of the site in its entirety and the part which may be suitable for housing or employment (if this is less than the whole). **Without this mapped information we are unable to register the site.**

4. OWNERSHIP OF SITE

Are you/your client the landowner of the site?	Yes	
	No	
If YES, are you/your client . . .	Sole Owner	
	Part Owner	

If you/your client are part owner, then please provide name(s) and address(es) of all the other owners together with evidence to demonstrate that the land is available such as a signed statement from all landowners.

If you/your client are not the landowner, then please provide name(s) and address(es) of all the other owners together with evidence to demonstrate that the land is available such as a signed statement from all landowners.

5. CURRENT AND POTENTIAL USE

What is the current use of the site?

Is there a use on site which needs to be re-provided elsewhere?

What is the estimated area of the site (hectares)?	Whole Site	
	Area suitable for development	

What use are you proposing? Please tick all that apply

Use (tick/mark)	Yes ✓	Details (number of houses proposed, employment floorspace in m2 etc)
Market Housing		
Affordable Housing		
Housing for Older People (class C3 use)		
Residential care home, nursing home (class C2 use)		
Employment Class B1		
Employment Class B2		
Employment Class B8		

6. POSSIBLE CONSTRAINTS

To the best of your knowledge, are there any constraints that may prevent or restrict development on the site? Please provide details on the following:

Access	Can the site be safely accessed by pedestrians and vehicles?
Public Rights of Way	Do any Public Rights of Way such as footpaths and bridleways cross the site or run adjacent to it?
Topography/Gradient	Does the site have a slope and would it have any implications for development?
Natural Features	Does the site and adjacent land have any natural features, such as woodland, hedgerows, trees, ponds, streams?
Heritage Assets	Does the site contain or is it adjacent to any listed buildings, ancient monuments or archaeological sites? Does any part of the site lie within or adjoin a conservation area?
Flood Risk	Is any part of the site within an identified Flood Zone? (As defined by the Environment Agency).

Surface Water Drainage	Does the site have any issues with surface water drainage? Does the site become waterlogged? Does runoff from the site impact neighbouring users or highways?
Contamination/Pollution	Is the site contaminated or is there potential for contamination from previous nearby use? Has any survey work been done? Have any remedial measures taken place?
Legal Ownership Issues	Is the site subject to any ransom strips? Do third parties have access rights over the land? Are there any unresolved multiple ownerships: any restrictive covenants affecting the land: tenancies or operational requirements of landowners?
Utilities	Are any utilities (water, sewerage, electricity, gas, telecommunications) available on site? Please give details of any discussions with utility providers regarding provision on site.
Any Other Considerations	
Do you believe constraints on the site could be overcome? If so, please explain.	

7. AVAILABILITY

Please indicate in which period of time you think the site could come forward in, factoring in overcoming any ownership or physical constraints in the planning process.

Before the end of 2027	
Within a period of 1-5 years	
Within a period of 5-10 years	
Within a period of 10-15 years	
After 15 years, i.e. after 2039	

If you anticipate the site could become available for development within the first 5 years of the adopted Local Plan, what would be your best estimate of a more precise year? Please indicate the number of dwellings or floorspace to be delivered each year.

	Number of dwellings or floorspace
Before the end of 2027	
Between April 2027 and April 2028	
Between April 2028 and April 2029	
Between April 2029 and April 2030	
Between April 2030 and April 2031	
Once commenced, how many years do you think it would take to develop the site?	

Please provide an average annual completion rate for the development (i.e. dwellings or floorspace constructed each year).

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8. SURVEY

In identifying a site, you are giving permission for an member of the Parish Council or Neighbourhood Plan Steering Committee to access the site in order to ascertain suitability for development.

Are there any issues which would prevent the undertaking of a site visit? (For instance, where the site is secured and not visible from a public highway).	YES	
	NO	

If yes, please provide contact details of the person who should be contacted to arrange a site visit.

9. OTHER ISSUES

Please provide details of any other issues that we should be aware of.