

RAUNDS TOWN COUNCIL

Minutes: 2 October 2017 Time 7.00pm.

PRESENT

Cllr N Beck (Town Mayor) (Chair), Cllr D Hughes, Cllr S Hughes, Cllr L Wilkes, Cllr B Tirebuck, Cllr R Tyman, Cllr H Howell, Cllr J Duff, Cllr R Beattie

IN ATTENDANCE

Miss Kate Houlihan, Town Clerk, Minutes
Miss Joanne Coduri, Assistant to the Clerk.

310.17 To Receive Apologies For Absence.

Apologies were received from Cllr R Levell, Cllr M Hind and Cllr D Jones.

RESOLVED to note the apologies.

311.17 Notification of requests from members of the public to address the meeting in compliance with adopted protocol.

None received

312.17 Notification of members questions in compliance with the council's standing orders.

None received

313.17 Declarations of Interest.

COUNCILLORS ARE REMINDED THAT IF THEY HAVE EITHER A DISCLOSABLE PECUNIARY INTEREST OR OTHER INTEREST IN ANY ITEM THEN THEY SHOULD DECLARE THE INTEREST AND IN THE CASE OF A PECUNIARY ITEM LEAVE THE MEETING FOR THAT ITEM

None received

314.17 Raunds Neighbourhood Plan:

a. To consider the report of the external examiner.

The Clerk presented her report as shown in appendix 1 and members reviewed the report of the external examiner.

Members debated the reports and during discussion the following points were raised.

- Thanks were expressed to everyone who had been involved in the preparation of the plan, including local residents, members of the Vision group, past councillors and staff. The plan had taken considerable time and effort to produce.
- Councillors expressed their disappointment that the examiner had recommended the removal of land to the south of Meadow Lane from the plan.
- Members considered whether local residents would still support the plan given that land to the south of Meadow Lane would not be protected.

- The Clerk explained that a judgement had been reached in the preliminary stage of the judicial review being brought against East Northamptonshire Council by the Stop Warth Park Group. Their application for a judicial review had been dismissed, although there was a further stage that the group could consider.
- Detailed discussion was held around the strategic importance of other policies in the Neighbourhood Plan. In particular, consideration was given to the impact of not having a Neighbourhood Plan for the area.
- Consideration was given to the effect that delaying the council's decision could have on the timeline for the Neighbourhood Plan referendum.

Following detailed discussion it was....

RESOLVED to accept the modifications of the external examiner subject to the final outcome of the Judicial Review.

If the Stop Warth Park Group apply for “oral renewal” of their application for a judicial review, then the Neighbourhood Plan will be re-considered by the Full Council on 10th October 2017.

b. To consider the preparation of the referendum version of the Neighbourhood Plan.

The Clerk noted that work would be ongoing in the preparing of a referendum version of the plan so that it would be ready if required.

There being no further business the meeting concluded at 19:48

Approved: (Town Mayor)

Meeting date:10th October 2017..... (Council)

Appendix 1:

<p>Summary: A report on: The Neighbourhood Plan for Raunds Attachments: Examiners report</p>	
<p>1.0</p>	<p><u>OVERVIEW</u></p> <p>The Neighbourhood Plan has been in development for over three years. The plan builds on a number of planning and land use issues that were identified during the production of the Vision for Raunds Community Plan. Originally the Neighbourhood Plan was intended to focus solely on town centre issues, but over time has evolved to address a wider range of local issues.</p> <p>The process for development of a neighbourhood plan is shown in the diagram below:</p> <pre> graph TD A[Designation] --> B[Preparing the Plan We are here now] B --> C[Raunds Town Council Consult (6 weeks)] C --> D[Revise Plan] D --> E[Submit Plan to East Northants Council] E --> F[East Northants Council consult for 6 weeks] F --> G[Examination] G --> H[Referendum] H --> I[Raunds Plan made] </pre>
<p>2.0</p>	<p>The plan reached submission stage in November 2016, although the examination did not take place until the summer of 2017. The examination has now been completed and the council must consider the examiner's report.</p>
<p>2.1</p>	<p><u>INDEPENDENT EXAMINATION</u></p> <p>The Examiners Role</p> <p>The Independent Examination is part of the statutory process for developing a Neighbourhood Plan. The examiner must satisfy themselves that the plan conforms with the law and that certain "basic conditions" are met including:</p> <ol style="list-style-type: none"> a. Has the plan had regard to the national policies and advice contained in the guidance issued by the Secretary of State and it is appropriate to make the Plan; b. Will the making of the Plan contribute to the achievement of sustainable development; c. Will the making of the Plan be in general conformity with the strategic policies set out in the Development Plan for the area;
<p>2.2</p>	<p>Outcome of the Examination Process</p> <p>There are three possible outcomes to the examination process:</p> <ol style="list-style-type: none"> a. That the plan should proceed to referendum on the basis that it meets all the legal requirements; b. That the plan should proceed to referendum if modified; or

- c. That the plan should not proceed to referendum on the basis that it does not meet all the legal requirements.

The examiner has recommended that the Raunds Neighbourhood Plan should proceed to referendum if modified.

It is worth noting that overall the examiner was happy with the plan and was very complimentary in his conclusion. Officers at East Northamptonshire Council have also expressed the view that the Neighbourhood Plan held up very well to the examination and that comparatively the examiners recommendations are minor. Our planning consultants are also very pleased with the examiner's report.

Although the examiners recommendations are referred to as "recommendations" it must be understood that if the changes are not made to the plan then it is not possible for the plan to proceed to the next stage.

3.0 **RECOMMENDATIONS FROM THE EXAMINER.**

The following pages summarise the changes that need to be made for the plan to proceed to referendum. Each policy is shown in its revised form on the following pages, with the required changes clearly shown.

Policy R1 Housing

POLICY R1 – ENSURING AN APPROPRIATE RANGE OF SIZES AND TYPES OF HOUSES

Revised Policy

~~Affordable and market housing should be supported by evidence in relation to the existing housing stock and the local housing market.~~ Proposals for new residential development will be expected to be accompanied by evidence to show how the proposals will, by virtue of type and size of dwelling proposed, contribute to meeting the future needs of the Raunds, having regard to the existing housing stock and the local housing market conditions. Housing developments will be expected to provide for affordable housing in accordance with Policy 30 of the North Northamptonshire Joint Core Strategy

Any future proposals for infill or urban housing developments, within 3km of the Upper Nene Valley SPA/Ramsar, will be required to make a financial payment in line with the APA Mitigation Strategy.

POLICY R2 – PROMOTING GOOD DESIGN

All new development in Raunds will be encouraged to be of good design and in keeping with the character of the surrounding area. ~~All new development proposals should be drawn up with the active involvement of the Town Council and the local community and will be assessed against the following:~~ Where appropriate, applicants are encouraged to engage in pre-application discussions with the local community and other stakeholders including the Town Council. Any application will be expected to demonstrate how:

- a) ~~the proposal provides for the~~ preservation and enhancement of the locally distinctive built, historic and natural environment, including designated and non-designated assets;
- b) how their design takes account of site characteristics and surroundings, including:
 - i. layout
 - ii. siting
 - iii. scale
 - iv. height
 - v. proportions and massing
 - vi. orientation
 - vii. architectural detailing
 - viii. landscaping and
 - ix. materials

- c) **has** no significant adverse impact on residential amenity for existing and future residents;
- d) the development does not contribute to, or suffer from, adverse impacts arising from ground, noise, light or air contamination, land instability or cause ground water pollution;
- e) **how any non-residential** the development utilises sustainable construction methods, minimises the use of non-renewable resources and maximises the use of recycled and sustainably sourced materials;
- f) **minimises** resource use and low or zero carbon dioxide emissions;
- g) easy access for all members of the community;
- h) **creates** safe environments that minimise opportunities for crime in accordance with Northampton Supplementary Planning Guidance Planning Out Crime;
- j) the development is integrated with the existing town;
- k) any development on the edge of the town should improve access to the countryside; and
- l) particularly within the urban area the use of appropriate and adequate lighting.

POLICY R3 – FLEXIBILITY AND ADAPTABILITY IN NEW HOUSING DESIGN

As well as taking account of the principles set out in Policy R2 “Promoting Good Design” of the Raunds Neighbourhood Development Plan housing development proposals **should are encouraged** to demonstrate how they can meet the changing needs of households, lifestyles and technologies by incorporating flexibility and adaptability in to their design and construction. This should include both internal and external design and construction features. **Particular regard should be paid to room sizes and their adaptability.**

POLICY R4 – CAR PARKING IN NEW HOUSING DEVELOPMENT

In new housing developments, suitable car parking should be provided in line with the Northamptonshire County Council guidance and standards. To prevent the future loss of car parking spaces planning applications will be conditioned appropriately so that, for example, garages, **(being converted into a habitable room)** and off-street car parking spaces are not lost.

POLICY R5 – OPEN SPACE PROVISION

All new development **over 14 units or non-residential development sites over 0.42ha** in Raunds will be expected to maintain and enhance open space provision by:

- a) providing a mix of open space uses which meet local need, including children’s play areas and sports pitches in accordance with the East Northampton Council Open Space Supplementary Planning Document (Adopted November 2011) and any subsequent updates or revisions,
- b) promoting a green infrastructure approach in order to encourage community access and protect and enhance the natural and historic environment,
- c) promoting connectivity. The siting and layout of open space within new development will be key to connecting existing and new communities to the countryside and other open space. The design and layout of the open space should also allow habitat and species connectivity by linking new open space to existing habitats and wildlife corridors
- d) Not resulting in a loss of open space, including sports and recreation facilities and playing fields unless:
 - it is surplus to requirements; or
 - a site of equivalent quality and accessibility can be provided, serviced and made available to the community prior to use of the existing site ceasing; or
 - the development is for alternative sports and recreation provision, the need for which clearly outweighs the loss

Development which contributes towards the improvement of existing, or the provision of new public open space, sports and recreation facilities and meets other planning requirements will be encouraged.

POLICY R6: PROTECTED OPEN SPACES

That site 25 Land South of Meadow Lane from the policy. (There are also minor changes to labelling)

POLICY R7 – LOCAL GREEN SPACES IN RAUNDS

The local green spaces, listed below and shown on Figure 5 and the Proposals Map will be protected. Their development ~~for uses other than uses compatible with their openness~~ will only be permitted in very special circumstances.

- 6. Saxon Hall Grounds, Thorpe Street
- 8. London Road allotments
- 9. Brick Kiln Road allotments
- 13. Memorial Gardens
- 17. St Peter's Churchyard

~~In accordance with Paragraphs 81 to 89 of the NPPF, these special circumstances include:~~

- ~~(a) provision of appropriate facilities for outdoor sport, outdoor recreation and for cemeteries, as long as it preserves the openness of the Local Green Space~~
- ~~(b) the extension or alteration of a building provided that it does not result in disproportionate additions over and above the size of the original building;~~
- ~~(c) the replacement of a building, provided the new building is in the same use and not materially larger than the one it replaces;~~

~~Development on local green spaces may be allowed in the following circumstances:~~

- ~~(d) Opportunities to provide access;~~
- ~~(e) to provide opportunities for outdoor sport and recreation;~~
- ~~(f) to retain and enhance landscapes, visual amenity and biodiversity; or~~
- ~~(g) to improve damaged or derelict land.~~

POLICY R8 – PROTECTING EXISTING COMMUNITY AND RECREATION FACILITIES AND BUILDINGS

The community and recreation facilities and buildings listed below will be protected.

- St Peter's Church
- The Cottons Medical Centre
- The Square
- St Peter's Community Enterprise Centre
- Saxon Hall
- The Town Hall
- Raunds Methodist Church
- St Thomas More Catholic Church
- Raunds Library
- Raunds Cricket Club
- Raunds Football Club
- St Johns Ambulance Rooms
- Manor School Sports College
- Windmill Primary School
- The Snooks
- The World Upside Down
- The Woodpecker
- Cookies Bakery
- The Conservative Club

Development proposals to improve, enhance or expand these facilities will be permitted when they do not have an adverse impact on residential amenity, the local environment or heritage.

Proposals to redevelop these facilities for housing or other non-community uses will only be permitted when the facility can clearly be demonstrated to be no longer suitable for continued community use, or that the facility is being relocated and improved to meet the needs of the new and existing community.

~~To ensure Raunds has a suitable range of community facilities any new development that would lead to increased demand for an existing community facility will be expected to provide a suitable sum to ensure that that demand could be met before the development takes place.~~

Where it can be demonstrated that a new development will put additional demands or pressures on any the above facilities and the existing facility does not have the capacity to accommodate the additional demands placed upon it as a result of that development, an appropriate financial contribution, via a planning obligation, will be sought towards the enhancement of that community or recreational facility to enable it to be able to accommodate the increasing demands being placed upon it as a result of that development

POLICY R9 DEVELOPMENT IN RAUNDS TOWN CENTRE

Within Raunds Town Centre, see Figure 6, development for retail, leisure, office, commercial, cultural and tourism uses will be encouraged. Development proposals will be assessed against the following criteria:

- a. for retail development, it is located in one of the primary or secondary shopping areas, see Figure 6;
- b. where new shop **frontages** are proposed they are of good design and enhance local distinctiveness by ensuring that corporate branding is subordinate to the site and local surroundings and not the other way around;
- c. the re-use of upper floors for residential use will be encouraged;
- d. distinctive and detailed features of buildings should be retained and enhanced;
- e. proposals must include secure areas for rubbish (wheelie bins) and bicycles;
- f. business premises should have appropriate signage; and
- g. Security grilles should be well designed and seek to maintain a varied and interesting frontage, whilst at the same time providing appropriate security.

Within the **primary** shopping areas defined in figure 6 at least 70% of the existing stock of ground floor commercial space should remain in non-residential use. Proposals which lead to the permanent loss of commercial units should be supported by evidence to demonstrate that their continued commercial use is no longer viable, or that an alternative use would positively enhance the viability and vitality of the town centre.

POLICY R10 – TRAFFIC AND TRANSPORT IN RAUNDS

To create a safer more accessible environment for pedestrians, cyclists and other road users the following will be encouraged:

All development proposals will be encouraged ~~expected~~ to demonstrate how they contribute to the creation of safer roads and streets for pedestrians and cyclists.

~~Over the lifetime of the plan the following improvements should be implemented:~~

- ~~▪ Midland Road/High Street/North Street junction improvements~~
- ~~▪ The Square/Marshalls Road/Brook Street junction improvements~~
- ~~▪ Improved car parking at Brook Street~~
- ~~▪ Junction improvements to Butts Road, Park Road, Manor Hill and Ponds Close to facilitate pedestrian safety~~

POLICY R11 –SHOP FRONTS (No changes)

Proposals for new shop fronts, or alterations to existing shop fronts, will be permitted where the following criteria are satisfied:

- a) the proposal would not result in the loss of a traditional shop front or features of architectural or historic interest;

- b) the proposals would be in keeping with town centre in terms of architectural style, materials and scale; and
- c) where the proposal relates to a new fascia, this is of appropriate height in terms of the scale of the shop front and other elements of the building and street scene.

POLICY R12 –TOWN CENTRE PUBLIC REALM (no changes)

Developments that improve and enhance the quality of the public realm in Raunds town centre will be supported. This may be achieved in the following ways:

- a) improving the environment to create more attractive, safer and more legible public spaces for pedestrians and cyclists by incorporating 'shared space' principles, particularly for The Square and extending south down Brook Street to Hill Street and north to the north end of West Street;
- b) providing high quality street furniture, including seating, lighting and public art, paving and soft landscaping particularly in The Square, St Peter's Memorial Gardens, the front of the Town Hall and Spinney Hill;
- c) improving parking layout and access in the car park at Marshall's Road and West Street;
- d) opening up views of St Peter's Church;
- e) where relevant, new development should overlook St Peter's Memorial Garden to provide more natural surveillance and improve safety;
- f) enhancing the entry of Spinney Hill, off Brook Street by widening it and improving signage and lighting;
- g) providing steps from the east Brook Street pavement into the Town Hall green space; and
- h) expanding/improving the Town Hall Green play area and providing seating.

POLICY R13 – PROTECTING LOCAL EMPLOYMENT SITES

To maintain a full range of employment opportunities in the local area the following sites identified on Figure 7 and the Proposals Map will be protected for employment use:

1. Warth Park Strategic Site
2. West End/North Dale End
3. Enterprise Road
4. New Barns Farm
5. A45 roundabout at Brick Kiln Road

Development for office, business (B1), general industrial (B2) and warehousing uses (B8) will be encouraged in these areas.

~~B8 uses should include accommodation to allow at least 20% of jobs on-site to be office based.~~

Development for hotel/leisure use will be supported where it can be shown there is no suitable alternative site in or adjacent to Raunds Town Centre and an impact assessment **examining the effect of the proposal on future investment in Raunds Town Centre and the effect on the town centre's viability and vitality** has been undertaken for proposals over 2,500 sq. m.

Planning approval for uses outside of the above will only be permitted when:

- a) The existing use is no longer considered suitable for continued employment use after an extended period of active marketing; and

The proposed use would not have a detrimental impact on adjacent uses and occupiers.

POLICY R14 – SUPPORTING NEW EMPLOYMENT DEVELOPMENT

Proposals for new office, business (B1), general industrial (B2) and warehousing uses (B8) **including extensions to existing buildings, where appropriate will be encouraged** when they:

- a) prioritise previously develop land;
- b) re-use existing buildings;
- c) do not adversely impact on the amenity of existing and future residents;
- d) they do not lead to loss of **protected** open space; and

e) they do not lead to significant traffic or highway safety issues.

f) do not adversely impact on primary or secondary retail area

R15 – SMALL BUSINESSES

~~Development proposals from small businesses will be supported when they re-use existing buildings or are extensions to existing premises that do not have a detrimental impact on the amenity of neighbouring properties.~~

POLICY R16 – PROMOTING RAUNDS AS A DESTINATION TOWN (No changes)

To support and encourage the development of Raunds as a destination town and to support further growth in tourism the following will be supported subject to Policy R20, where relevant:

- a) tourism related development in the town centre;
- b) hotel/leisure uses at Warth Park Strategic site (north of Meadow Lane);
- c) proposals for a Museum in the town centre;
- d) enhancement and expansion of existing tourist related facilities where they do not have an adverse impact on residential amenity or the natural or historic environment;
- e) proposals that re-use, conserve and enhance assets of heritage value; and
- f) proposals for foot and cycle routes that create opportunities to link key attractions.

To develop and promote tourism, leisure and recreation in Raunds the following proposals will be supported.

- g) the connection between Stanwick Lakes and Raunds Town Centre (cycleway), in particular, the important footpath link through the Warth Park nature area. (Subject to Policy R20)
- h) develop the Meadow Lane connection from Raunds to Stanwick Lakes (under A45).
- i) develop links between the recently approved residential developments and Stanwick Lakes.
- j) develop sports and recreation opportunities within the Raunds area.

develop new and improve existing footways and cycle links within, to and from Raunds

POLICY R17 – BUILT AND NATURAL ENVIRONMENT GREEN INFRASTRUCTURE

The green infrastructure network within the Parish will be protected and enhanced. Proposals **should have** ~~will demonstrate that there is~~ no detrimental impact on the historical environment or any adverse impact, either alone or cumulatively on the Special Protection Area, Site of Special Site of Scientific Interest or RAMSAR site which lies adjacent to the Town and forms a part of the sub-regional green infrastructure corridor.

Where appropriate proposals will be assessed for the contribution they make to the following:

- a) improved access to watercourses;
- b) links to encourage walking to the major employment areas;
- c) links from the town centre to the surrounding green infrastructure network in the rural parts of the town council area;
- d) reduce habitat fragmentation and creation of inter-connecting green and blue corridors;
- e) maintain and enhance green corridors to open countryside and create new ones;
- f) new tree planting along roads and streets; and
- g) new allotments and community gardens.

POLICY R18 - GREENING THE TOWN

Proposals that would lead to the greening of Raunds will be encouraged, including:

- a) tree planting in appropriate locations and of appropriate species;
- b) creation of new, or enhancement of existing wildlife habitats;
- c) proposals that protect or increase biodiversity;
- d) new and improved access to watercourses; and
- e) greener cycleways and footways.

Proposals will demonstrate that there is no detrimental impact on the historical environment.

POLICY R19 – LOCALLY LISTED BUILDINGS

Development proposals affecting the locally listed buildings identified below and on the Proposals Map should take account of the **scale of harm or loss against the significance of** ~~preserve and enhance~~ these buildings and their setting.

- St Thomas More Roman Catholic Church, Marshalls Road
- Former Temperance Movement Hall, Marshalls Road
- Furnells Farmhouse, 16-18 North Street
- The Memorial, St Peters Memorial Garden, Church Street
- The Old Vicarage, 4 Berrister Place
- Gage's Manor House, Manor Street/High Street
- Hill End House, Hill Street
- The Wesleyan Chapel, Brook Street
- The Coffee Tavern (Cookies Bakery), 22-26 Brook Street
- The Town Hall, Brook Street
- Thorpe House Farm, Thorpe Street
- The Globe Inn, Grove Street
- Spire Works, Park Road

POLICY R20 - UPPER NENE VALLEY GRAVEL PITS SPECIAL PROTECTION AREA (SPA)/SITE OF SPECIAL SCIENTIFIC INTEREST (SSSI) (No changes)

Development proposals affecting the Upper Nene Valley Gravel Pits SPA/SSSI will only be permitted when they do not have an adverse impact on the inherent value of the SPA/SSSI.

Development proposals including improvements to the footpath and cycle network will not be permitted when they:

- a) have an adverse impact (either alone or in combination) on the Upper Nene Valley Gravel Pits SPA, Ramsar and SSSI
- b) harm local wildlife, landscape, damage views or the public enjoyment of this area.

POLICY R21 – MOVEMENT AND CONNECTIVITY

Proposals for the enhancement and improvement of the existing road, footpath and cycleway network within the designated area will be supported, and improved links to Raunds and adjacent areas will be supported, provided they do not have an adverse impact on the Upper Nene Valley Gravel Pits SPA/Ramsar.

All new proposals **for major residential and commercial development, where it is appropriate** should include the following enhancements to maximise accessibility to residents and to support local biodiversity:

- a) enhanced public access and appropriate signage from residential areas;
- b) new footpaths and cycle routes linking to existing and new networks. Within the urban area these routes should be suitably and adequately lighted;
- c) linkages to wildlife corridors and provision of landscaping and planting along routes to support local biodiversity objectives such as provision of new areas of woodland, new hedgerows, grassland and wetland habitats.

The following proposals will be supported, subject to Policy R20 where relevant:

- d) the connection between Stanwick Lakes and Raunds Town Centre (cycleway).
- e) Develop the Meadow Lane connection from Raunds to Stanwick Lakes (under A45).
- f) Footpath link from Warth Park to Meadow Lane.
- g) Develop links between the recently approved residential developments and Stanwick Lakes
- h) Develop sports and recreation opportunities within the Raunds area.
- i) Develop new and improve existing footpath and cycle links within, to and from Raunds.
- j) Improvements to the roundabout/junction of Chelveston road/Wellington Road/Stanwick Road/London Road.
- k) Connecting Marsh Lane a protected open space with the medieval settlement of West

Cotton and Mallows Cotton deserted medieval village with appropriate signage.

Any proposals which may impact on the Upper Nene Valley Gravel Pits SPA / Ramsar will need to be subject to a project level Habitats Regulations Assessment.

**POLICY R22 - DEVELOPER CONTRIBUTIONS AND COMMUNITY INFRASTRUCTURE LEVY
(delete policy)**

~~Developer contributions and Community Infrastructure Levy payments will be sought towards the following within the town council area:~~

- ~~a) highway improvement schemes to promote the safety of pedestrians and cycle users;~~
- ~~b) traffic calming measures, pedestrian priority schemes and the reduction in traffic speeds on routes through the town centre; and~~

~~increasing public and community transport to and from the town centre and surrounding areas.~~

4.0

OPTIONS FOR RAUNDS TOWN COUNCIL IN RELATION TO THE NEIGHBOURHOOD PLAN

- a) The council can agree the recommendations of the examiner and make the relevant changes to the plan, in which case a referendum will be held on 16th November 2017.
- b) The Town Council can ask East Northamptonshire Council to withdraw the plan from referendum.

In making a decision to accept the examiners recommendations, the council needs to balance the impact of the examiners changes, against the impact of having no neighbourhood plan for the area.

It is extremely unusual for a neighbourhood plan to be withdrawn from referendum, but this has happened in a small number of instances where the parish council believes that the recommended changes are so significant that the plan no longer meets the aspirations of the local community.

If a decision were made to withdraw the Neighbourhood Plan then members need to be aware that ALL policies in the neighbourhood plan would cease to carry any weight in the planning process. Having passed the examination stage the neighbourhood plan does now carry significant weight in determining local planning applications.

5.0

RECOMMENDATIONS

- a) **That Raunds Town Council resolve to accept the recommendations of the examiner.**
- b) **That it be delegated to the Clerk to prepare the submission version of the plan.**