

Minutes of the Neighbourhood Plan Steering Committee Meeting – 24th May 2016

This meeting took place immediately after Part 1 at which three representatives of the Grange Farm residents were present. Although the three were invited to stay and listen they all left after Part 1.

Part 2

Present: JM (chair), AG,CR,CF,DC,JC,SF,DH,CH, and MS (Acting secretary)

Note: Steve Frazer (SF) was present for Part 1 but his name was accidentally omitted from the attendees in the Minutes.

Agenda Item

2. Apologies received: TB and JS

3. Minutes of 19th April were accepted.

4. The two focus sessions had been held on May 3rd and 5th and minutes had been published. It was generally felt that the sessions were successful with most village groups being represented at the meetings plus some interested individuals.

SF thought that the people who attended were mainly those who had attended previous consultations. He also thought that they presented their own views rather than the groups they belonged to. The Steering Group could go further in 'spreading the word', a view supported by CF. One exception was Becky Wallis who made a positive contribution on behalf of the School parents and the Cricket Club.

A discussion was held on inviting Becky to join the Group as a sounding box for the Assessment process and to involve someone with Contact with younger parents. ACTION It was agreed to invite her to the Group for the next stages.

JC gave the view that we must be able to show the Inspector exactly how the assessments were marked against the criteria and that the assessments are scrupulously fair. It was suggested that our professional advisors should be consulted to check that they are truly independent. ACTION Ask Liz to quote for Troy to check our assessments.

This led to a discussion started by SF on how much we as a Group agree on the assessments and do we all interpret the criteria in the same way. We need to differentiate the criteria properly (CF). We have no guidance from other Neighbourhood Plans. AG proposed that we hold another meeting to discuss our understanding of the criteria and Janet said that we must all have a consensus view. ACTION Meeting to discuss the criteria in detail (see below).

5. Lowfields (new site)

An application had been made for the assessment of 5 houses at Lowfields. However CR pointed out that a planning application had been submitted for 3 houses. Consequently this would not now be assessed.

It is understood that Hart may want to include smaller developments than 5 in our assessments. CH felt that this was outside the scope of the Steering Group and would complicate matters.

Other applications received very recently were for houses at Taplins Farm Lane and at Turnpike Cottage. Both would be assessed at a later meeting. The deadline of May 31st has been agreed for new applications.

6. Leaflet Distribution

CF is keen to stir up interest in the process by a mass mail drop. There are no funds to do this since the mailing budget has been reserved for the final Plan document. He has put together a full page article which will appear in June Contact. DH offered to write a focused article for July Contact with a striking headline which could also form the basis for the leaflet. The prime purpose of the leaflet is publicity and could be controversial in content.

ACTION It was agreed to create an A5 sized leaflet, drafted by DH with printing organized by CF. There is a printing budget of £300 available. The intention is to have the leaflet available for the village festival on 11th June and to distribute it round the village. The content of the leaflet will also be in the July Contact.

The follow up will be another Drop in session to present our assessments. This has been booked for 16th July at the Methodist Hall.

Another suggestion is to have a pop-up gazebo on the High Street to publicise the Plan. This could be arranged through the Parish Council.

7. Village Festival

In consultation with CR it was decided that the Steering Group would be allocated some space in the Parish Council stand at the festival on 11th June. Tables would be available but we would need Display Boards. **ACTION** SF to ask to borrow boards from St John's.

Those volunteering to spend time on the stand were CF, JC and MS. TB and JS were volunteered in their absence! Other volunteers will be welcome.

8. Writing the Neighbourhood Plan

Liz Bourne had kindly put together an outline skeleton document for our Plan. A further meeting will be needed to decide on the detail of what we include.

9. AOB

CF now has the results of the Business Survey. **ACTION** He will put to together a summary for consideration at our next meeting.

Date of next meeting: **Tuesday 7th June at 6pm** in the Parish Office. The subject will be the Interpretation and understanding of the criteria for assessment.