

## Minutes of the Neighbourhood Plan Steering Committee Meeting – 23<sup>rd</sup> November 2016

All,

Here are my notes and actions from the above meeting.

Present: JM, CH, DC, MS, CF, JS

Apologies Received: CR, TB, AG

1. The minutes from the meeting of 16th November were reviewed and agreed. The specific updates to the actions from the minutes are below

- Views and vista. This was discussed further and some additional updates were made to the document previously issued. The final version is therefore attached with this email

- For each site proposed additional narrative on why the site was selected is required - JS has drafted some thoughts on this which are attached. Would the Steering Group please send any updates to this by 28th November so that a final version can be sent to LB for inclusion in the next draft plan version

- For the housing policies a number of items have been highlighted where missing information is required - this is ongoing

- The number of units for Nero Brewery needs to be confirmed (AG offered to do this) to ensure our current value of 10 is within the owner's expectation - open

- Does a transport survey for Wintney Court exist that can be provided to LB. JM has issued this to LB

- For Wintney Court attempt to define the mix of housing required/expected. The mix as proposed by the developer has been sent by JM to LB

- Protection of Local Greenspaces - need to build on the comments already supplied and further define our requirements in this area - this is ongoing and was discussed in the meeting. JS will be issuing a separate update on this

- Photos to assist with emphasising key requirements was discussed. MS has sent a selection to LB. JS has sent examples produced by the Preservation Society to LB

- Maintenance of Green gaps - the start and end points of these should be documented - this is ongoing and was discussed in the meeting. JS will be issuing a separate update on this

- Availability of maps to assist in the Plan production - LB to follow up re obtaining assistance with this - this is ongoing

- Health & Wellbeing - it was agreed that the requirement should be more related to assisted living with the need for a site to be allocated to address this. (LB offered to do this) - this is ongoing. We discussed this topic again in detail and the feeling of the SG is that this needs to be included in the Plan - if not as a specific policy then part of the Community aspirations. To help with what we mean by this the group defined assisted living in 3 categories.

Category 1 - housing units that are built or modified for elderly living where the residents may receive additional care on a limited basis either from NHS or fee-paying private organisations. It is accepted that for new builds the rules for this are set at National level

Category 2 - housing units that have both individual areas and communal areas for sharing of facilities and provision of support

Category 3 - Care homes providing full time staff to assist with the care of the residents

It is the Category 2 above that the SG believes should be specifically mentioned in our plan

- Transport and accessibility - a response has been received from Chris Cornwall although not yet with any recommendations. This will be followed up separately with LB

- The document on HW today was discussed and a minor modification made. The final version of this is therefore attached with this email

2. Date of next meeting - 30th November at 6pm. This will also include LB to review final draft document needed for the 5th December Parish Council meeting