

Neighbourhood Plan Steering Group Meeting 58

Meeting Held on Wednesday 15th November 2017 at 19.15 hrs

Village Hall, Norley Road, Cuddington

Present: David Jackson, Colin Coles, Tim Vincent, Mike Jeal, Hilary Knowles, Andy Benson, Eileen Kerrigan, John Kerrigan

Apologies: Juliette McDonald, Val Godfrey, Alan Latham

280 Minutes of Previous Meetings & Actions arising

These were reviewed.

281 Progress on Reg 15 Programme - Affordable Housing Aspiration

Emma had provided information from Rachel Rens at CWaC along with some thoughts developed with Rosie on methodologies for allocating Affordable Housing that might be considered in our NP. These are all shown in the attached document: Notes on Affordable Housing.

After a lengthy discussion it was agreed that the aspiration drafted in the Reg 14 consultation would be slightly modified and would refer to a new Appendix describing ways in which the Parish Council could approach the allocation of Affordable Housing using the NP.

Mike undertook to write a first draft.

282 Progress on Reg 15 Programme- Weaver Vale Housing Trust (WVHT)

At the meeting with the Parish Council a number of councillors had expressed concern that WVHT had not engaged in the Reg 14 Pre Submission consultation.

Having checked with CWaC the SG felt that they should seek to engage WVHT in policy development, if possible, before the Reg15 Submission. The Parish Clerk will be asked in the first instance for any contact details for WVHT. If contact cannot be made in this way then the SG will use informal contacts as previously.

Eileen will raise this with the PC clerk.

283 Progress on Reg 15 Programme- Contacting Landowners of Potential Green Space

Emma had reported that she did not have a communication template for this process. Jo at UI had been asked and a response was awaited.

284 Draft Consultation Statement

The draft report had been reviewed at the last meeting and was being updated.

285 Technical Baseline Report

The Chairman reminded the meeting that they needed to review the rough drafts that Mike had prepared and had gone through at the last meeting, and feed back any comments.

It was agreed that the documents would be sent out again to the team.

286 Draft NP for Regulation 15 Submission

The re-drafting of the NP based on feedback from the Reg 14 Pre Submission consultation, discussions with the PC, with CWaC and UI was now underway.

The re- drafting will be in a mark up word version of the Pre-submission NP, so that all changes being made as a result of the consultation will be tracked for the record. As it proceeds the team will need to check that all the alterations reflect SG discussions. This draft must be prepared to enable UI to complete their assignment on time.

287 Views and Vistas Review

In response to queries raised in the Reg14 consultation, the locations of photos, used in the Views and Vistas appendix and Map were checked. David reported that a desktop exercise followed by a walk round had taken place. A few different photographs had been taken to ensure full compliance with the need to have all views visible from public footpaths and highways. Changes will be made if necessary to the relevant appendices in the Draft NP and in the CA.

David undertook to do this.

288 Update with UI

UI had now begun work on Phase 5a of their schedule and they were planning to complete their work, Phases 5a, 5b and Phase 6 during November.

289 Communications

The PC will be updated on progress on the Green Space exercise at their next meeting on the 20th November. Once they are satisfied with the list being proposed by the SG, then any relevant landowners will be contacted.

David undertook to produce a draft Green Space map for use at that meeting. It was recognised that the final version would need to await outcomes of the meeting with the PC.

Eileen undertook to produce a short piece for the December Round Tower to update the community on progress and the forward programme.

In discussing communications for the Reg 15 Submission consultation, it was agreed that there would need to be at least two hard copies of documents available for the community. John will check with Emma whether this cost will be covered by CWaC.

290 Meetings

The Chairman had been advised by the Village Hall management team that there was a new customer for the VH meeting room on Wednesday evenings and that the room would not be available until 8.15pm in future.

However, Monday evenings were now free since the Village Plan team were no longer meeting on that day.

It was agreed that we would ask for the VH meeting room for **Mondays at 7.30pm** on a regular basis from now on. It was noted that the Parish Council meets on the third Monday of each month.

291 Review of actions Agreed

The actions agreed in the meeting were reviewed.

The meeting closed at 8.45 pm

NEXT MEETING:

Monday 27th November 2017 at 7.30 pm.

PLEASE NOTE NEW REGULAR DAY AND TIME

Summary of Actions

Action	By whom	Due Date
Establish the purpose of the pipeline crossing the railway to the North side of the A49	John	End October
Ensure that Glossary has definitions for Development and first reference to a defined term in the draft NP is asterisked.	John & Eileen	For Reg 15 submission
Review the position and source of certain photographs in the Views and Vistas map.	John, Tim & David	Completed
Check policies for consistency eg Policy 7 and Policy 13 v STRAT9	All	Ongoing
The Green Space "long list " will be circulated to the PC along with the criteria for assessment	Eileen	Completed
The NP team will look at developing an aspiration alongside Policy 11 with regard to influencing mobile phone providers etc to share masts to minimize the number of masts needed in the Neighbourhood Area	Tim / Andy	Completed
The NP team will review Policy 7 against the Local Plan STRAT 9 in the light of the concern expressed by the Chairman of the PC	Alan/ Hilary	Early November
Policy 15 Aspiration is being reviewed by CWaC planning - SG to follow up	John	Completed
The NP team to check with CWaC whether a second approach to WVHT is appropriate or is a breach of the procedure	John	Completed
Consider whether an aspiration could be drafted on specific traffic issues (Comments made in the PC meeting)	David	Early November
Develop Green Spaces map once the numbering can be confirmed	David	end November
Contact landowners regarding Green Space nominations	John & Eileen	asap
Provide parishes map	David	end November
Review the technical baseline documents and feed back any comments to Mike in the first instance.	All	end November
Update UI and Emma	John	Completed
Produce a revised Views and Vistas Map and appendix	David	Early December
Check who pays for hardcopies of the Reg 15 Submission documents	John	asap