

## **Neighbourhood Plan Steering Group Meeting 22**

**Village Hall, Norley Road, Cuddington**

**Wednesday 14<sup>th</sup> September 2016 at 7.30pm**

### **Present:**

Alan Latham, Andy Benson, Hilary Knowles, Eileen Kerrigan, John Kerrigan, Colin Coles, Val Godfrey  
Tom Hiles, (UI) Bob Philips (UI)

**Apologies:** Mike Jeal, David Jackson, Tim Vincent, Kate Johnston, Juliette McDonald

### **Notes of the Meeting:**

The Meeting was quorate and opened at 7.30pm.

### **113 Review of Minutes and Actions**

The notes from the previous meeting had been produced and had been circulated to the team for comment.

### **114 Presentation on Gap Analysis**

Tom reviewed the Gap Analysis he had carried out, this had been circulated before the meeting. The presentation stimulated a wide-ranging discussion. The Gap Analysis report contained many recommendations and ideas, but some key points discussed were:

In general if a policy direction is to encourage a development then the evidence required is very light touch. If we are seeking to “shape” or “limit” NPPF and Local Plan direction then we need strong evidence.

#### **On the Economy:**

- a. If a policy seeks to prevent some sort of action which is currently acceptable in broad policy terms eg the conversion of shops to dwellings then stronger evidence is required to support a policy which seeks to prevent this.
- b. The promotion of tourism is a positive policy
- c. Seeking to increase local employment opportunities requires data on employment profiles, educational achievement etc available in census data.
- d. Local business owners’ aspirations and information on businesses seeking to set up in the village should be sought if we want policies on this topic.

#### **On the Environment:**

- e. There are many existing policies covering environmental protection etc and our policies, if they are to add value, should be additive and should not simply cover the same ground.
- f. Durham was quoted as a NP to look at with respect to the protection of vistas. (the old VRBC ASLEV designation is potentially no longer an active policy)
- g. Green spaces can be listed and a policy to protect them could be developed.

#### **On Housing Development:**

- h. Any policy on housing should be written in a positive way eg supporting 2 and 3 bed homes, we should avoid trying to write policies which eg aim to stop 4 and 5 bed homes being built.
- i. We might be able to update the housing mix information for the parish by looking at what has happened since the 2011 census. This would help us to check if the developments currently being built are consistent with identified needs.

- j. For any developments that may be brought forward for areas outside the KSC then a strong CIL (Community Infrastructure Levy) agreement should be in place. This could be a policy we could develop.
- k. Bob highlighted a number of other NP's on which he had experience, including:  
Radcliffe on Trent and Keyworth

<http://www.rotpc.com>

<http://www.keyworthparishcouncil.org>

#### **On Transport and Travel:**

- l. Policies which encourage walking and cycling already exist and so we need to look at what would be additive or different
- m. Identifying hotspots in the village for congestion would be useful (do we have this map already?)
- n. On the provision of public transport, small developments are unlikely to be able to justify a change in public transport provision, however conversations with providers should take place.

### **115 The Next Steps**

In discussing the next steps for the project the team considered the draft programme which had been circulated before the meeting. The constraints on finances were discussed. Bob offered to facilitate the proposed one-day workshop with members of his team. It was agreed that this could be done within the budget we currently have.

The programme out to November was agreed with some adjustments. The modified programme will be issued to the team and is attached to these minutes.

### **116 Communications**

The communications plan was included in the work programme note (qv).

### **117 Finance**

Juliette had spoken to Groundworks and Locality re: next grant application. While Groundwork have said that the end of grant report needs to be sent in first-the London office of Locality have stated that we can do both simultaneously. The balance of the remaining grant money will need to be allocated before we can progress.

An End of Grant report needs be produced.

### **118 Review of actions Agreed**

The actions agreed in the meeting were reviewed.

**The meeting closed at 9.30 pm**

**The next Steering Group meeting will be on Wednesday 21st September at 7.30pm.**

## Summary of Actions

Action	By whom	Due Date
Sign Off NPSG Constitution	All	Ongoing
Forward suggested names of possible contacts in the local business community. After the initial policy ideas have been formulated.	All	Ongoing
Prepare a Workshop on Vision, Strategy, Objectives and Draft Policies	Bob/Jo	10 <sup>th</sup> October
Circulate notes on CWaC Parking Strategy consultation	Eileen	When received from CWaC
Look into applying for a further tranche of grant money for the Autumn activities	Juliette	Complete
Write up a project report for the Grant application process	John/Juliette	asap
Design and deliver input for the Parish Council Meeting 19 <sup>th</sup> September	John / Alan	12 <sup>th</sup> September
Design and plan communications via a mailshot to all homes	Eileen / Comms Team	17 <sup>th</sup> October
Check current position on school buses	Eileen	Complete Hilary has received some information on this
Confirm the number of Affordable homes for sale and rent in the Neighbourhood area	Mike	See Affordable Housing Notes when agreed with WVHT
Confirm the housing capacity being planned into the improved sewerage system	Tim/Eileen	asap
Assess external demand for housing in the Neighbourhood by contacting estate agents	??	
Book venues and dates and advertise Roadshows in the Round Tower	Eileen	21 <sup>st</sup> September
Circulate a document pulling together the draft policy ideas generated by the team in March 2016	John	Complete
Forward information from UI to the Steering Group on receipt	Eileen	Complete
Circulate the link to the CWaC website - Local Plan Part 2 consultation	Eileen	Complete