

Neighbourhood Plan Steering Group Meeting 34

Village Hall, Norley Road, Cuddington

Wednesday 22nd February 2017 at 7.30pm

Present:

David Jackson, Alan Latham, Mike Jeal, Eileen Kerrigan, John Kerrigan, Tim Vincent, Andy Benson, Colin Coles

Apologies: Juliette McDonald, Hilary Knowles, Val Godfrey

179 Review of Minutes and Actions

The notes from the previous meeting had been circulated to the team for comment. There were no comments or alterations.

180 Progress on Document Development

Character Assessment

The final detail of the CA, had still to be reviewed.

Regulation 14 Response Process

David and Colin had worked up a simple format for inviting and capturing responses to the Reg 14 consultation. This was examined and discussed at the meeting. A copy is attached with these minutes.

It was agreed that it would be made available on the Village website. The precise mechanics for using the pro-forma on the website need to be decided following consultation with the village website team. Replies will be invited via the NP gmail address and it was thought that any written replies should be sent to the Clerk to the PC.

It is understood that Survey monkey could be used free of charge for up to 10 questions so long as there were less than 100 replies. This may or may not be taken up at the time of the Reg14 consultation.

It was decided that a minimum of two hard copies of all relevant material would be printed. In the first instance, one to be placed in the library, and another in Delamere Park Clubhouse. Other locations are to be agreed.

It was also agreed that there was no need to circulate every home at the Reg 14 stage but that residents will be notified of how to access the material and the process for responding via the Round Tower, on Facebook and via the village website.

181 Blakemere

It was noted that the revised proposal submitted by Blakemere had been forwarded to Jo for consideration in drafting the economic policies. The topic will be discussed once the draft policies have been received. It was noted also that Blakemere is located in Open Countryside and not in the Key Service Centre in the Local Plan Part 2

182 Next Steps

UI Discussions Update

The note on the telephone meeting with Jo was discussed. John reported that UI had asked for the deadline for their first draft to be moved out to week commencing 6th March.

Eileen and Tim reported that the PC had agreed to meet with us on Wednesday 22nd March, but after being informed that UI could not after all make the 22nd it was decided to request a later meeting date. Subsequent to the meeting Eileen contacted the PC and the Chairman to agree that the meeting would be delayed until 29th March. Jo confirmed that the 29th was ok for them.

Policy Development

Jo had expressed concerns about the economic policies, including Blakemere, but after a conversation with John was happy to continue with the drafting of this section.

SEA Screening

After the meeting Jo had sent some information on SEA screening which was forwarded to Emma for comment.

183 Finance

The grant of £1588 had been awarded. A further application will be made during March for the balance of the project costs, with the aim of being funded from 1st April.

There is only one signature outstanding on the NPSG Constitution document.

184 Review of actions Agreed

The actions agreed in the meeting were reviewed.

The meeting closed at 9.00 pm

Our next Meeting will be on Wednesday 8th March 2017 at 7.30pm in the Village Hall meeting room.

Summary of Actions

Action	By whom	Due Date
Sign Off NPSG Constitution John to draft a signing version	All	One signature outstanding
Forward suggested names of possible contacts in the local business community. After the initial policy ideas have been formulated.	All	Ongoing
Confirm the housing capacity being planned into the improved sewerage system-	Tim/Eileen	Meeting arranged
Review picture layout and titles in the CA report	Alan	asap
Introduction -What is Neighbourhood Planning	Mike	mid March
Background and History- Contact Jill & Roger King	John	asap
Consultation process - Create extract	Eileen	asap
Vision & Objectives	UI	6 th March
Spatial Strategy	UI	6 th March
Policies and Explanations	UI	6 th March
Monitoring & Review section	UI	6 th March
Explanation of How feedback on Reg 14 can be given	Colin/David	COMPLETED
Develop a consultation strategy	SG/CWaC	Mid March
Produce a RT input for REG14	Eileen	End March
Production of hard copies of material for consultation for a number of locations -cost estimates	Eileen	asap
Workshop with Parish Councillors - arrange the date	Tim/Eileen	COMPLETED
SEA screening- confirm the situation with CWaC	John	COMPLETED