

## Neighbourhood Plan Steering Group Meetings 36- 39

Village Hall, Norley Road, Cuddington

### Meeting No 36 Wednesday 15<sup>th</sup> March 2017 at 7.30pm

**Present:**

David Jackson, Alan Latham, Mike Jeal, Eileen Kerrigan, John Kerrigan, Tim Vincent, Andy Benson, Hilary Knowles, Val Godfrey

**Apologies:** Juliette McDonald, Colin Coles,

#### **191 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.

#### **192 Review of NP Policies Draft 1**

The team reviewed the first Draft of policies received from UI. The draft included policies only with no explanatory sections. Comments were made on this and fed back to UI.

### Meeting No 37 Wednesday 22<sup>nd</sup> March 2017 at 7.30pm

**Present:**

David Jackson, Alan Latham, Mike Jeal, Eileen Kerrigan, John Kerrigan, Colin Coles, Andy Benson, Hilary Knowles, Val Godfrey

**Apologies:** Juliette McDonald, Tim Vincent

#### **193 Review of Minutes and Actions**

The team had produced a response to the first draft policy document and discussed the differences between this first draft by UI and our own drafts produced over previous weeks.

These had all been fed back to UI for incorporation into the next draft policies document.

In addition the plans for engaging with the Parish Council were discussed. It was decided that we should defer that meeting until early April. Meanwhile a meeting with UI to go through their drafts in detail would be arranged.

### Meeting No 38 Wednesday 29<sup>th</sup> March 2017 at 3.00pm

**Present:**

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

**From Urban Imprint:** Bob Philips, Jo Gregory, Jon Maginness

**Apologies:** Juliette McDonald,

The revised Draft was reviewed in detail with the Urban Imprint team. Feedback had been received from Emma at CWaC planning, this was discussed throughout the review and UI undertook to take this into account for the next draft. At the end of the meeting the consultants took away all the feedback from the team to produce another draft document incorporating all the changes agreed.

It had been agreed that the team would meet with the Parish Council on Tuesday 4<sup>th</sup> April. Bob agreed to attend that meeting.

## Meeting No 39 Wednesday 5<sup>th</sup> April 2017 at 7.30pm

### **Present:**

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

**Apologies:** Juliette McDonald, Alan Latham

### **194 Review of NP Policies Draft 4**

The policy draft was reviewed in detail by the team. A number of key questions were raised and discussed.

In summary:

- Where the words “support” are used this will be changed wherever possible to “permit”, and similarly for “not support” to “not permit”
- It was noted that the term settlement boundary could not be used as a catch all for our settled areas as they are different. One is the Key Service Centre, the other is Delamere Park  
**It was agreed that clarity would be sought with Emma of the CWaC planning team.**
- The use of the terms neighbourhood plan and development plan needs to be standardised.  
**It was agreed that we should use Neighbourhood Development Plan in the policy wording.**
- It was noted that we need to carry out an assessment of Green Space as it is quite a robust, and clearly defined concept in planning.
- It was also noted that the policy on Blakemere needed careful review with Emma.
- References to brownfield developments within and / or outside the settlement area need clarification for consistency  
**Guidance will be sought from Emma on each of these points**

It was agreed that the Draft could be sent to Emma and that a meeting would be requested with Emma and /or Rosie to go through this latest draft.

It was also agreed that the meeting with the PC, which had not taken place on the 4<sup>th</sup> April, would be rearranged for late April.

### **195 Regulation 14 Draft NP**

The team agreed to take policies now drafted and to top and tail them as described in Section 6 of our Reg 14 first draft document which had been issued prior to the meeting (attached with these minutes)

Objective

Evidence Base Summary for the Objective- Including Feedback responses

Policies + Explanatory paragraphs

Aspirations

Policy Compliance

### **196 Review of actions Agreed**

The actions agreed in the meeting were reviewed.

**The meeting closed at 9.15 pm**

**Our next Meeting will be on Wednesday 19<sup>th</sup> April 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	<b>One signature outstanding</b>
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 being arranged
Review picture layout and titles in the CA report	Alan	Completed
Introduction -What is Neighbourhood Planning First Draft	Mike	Completed
Consultation process - Create extract	Eileen	Completed
Vision & Objectives	UI	Completed
Spatial Strategy	UI	Completed
Policies and Explanations	UI	Completed
Monitoring & Review section	UI	Completed
Develop a consultation strategy	SG/CWaC	Mid April
Produce a RT input for REG14	Eileen	End April
Generate maps of Green Spaces and traffic hotspots	Alan/David	In progress
Clarify status of planning classification of Blakemere with CWaC	John	Ongoing
Clarify with Emma any likely cost we will have to bear post Reg 14 and submission to CWaC for Reg 15	John	Completed
Clarify the number of tranches of grant support up to the total of £9000 that can be applied for	John /Juliette	asap
Apply for funding to be available from the 1 <sup>st</sup> April 2017	Juliette	asap
Obtain firm quotations for the RT May edition and the Hard copies for the draft NP and associated reports	Eileen	Completed
Forward Draft 4 to Emma for comments and seek clarification on points raised in Drafts review meeting	John / Eileen	asap
Arrange a meeting with CWaC team prior to Reg 14 consultation	John	asap
Re-arrange meeting with the PC	Eileen	For last week April
Using data already provided for Dropbox write a short paragraph for Evidence Base Summaries	All	asap