

**STEWKLEY PARISH NEIGHBOURHOOD PLANNING TEAM
(NPT)
December, 2016 REPORT.**

Area of Activity	Update
Working Groups progress	<p data-bbox="423 331 2042 560">Towards the end of November, Paul Jobson, the consultant engaged to help the NPT carried out a review of working group reports from Conservation & Heritage, Nursery & Primary Education, Amenities, Elderly & Disabled and Road and Infrastructure, together with the draft policies for Housing Business. He suggested policies to address the issues raised in the reports and these have now been discussed with group chairmen. The draft policies will now be discussed at a joint Steering Group/PC meeting on Tuesday 10 January. Reports for Youth and Sports & Recreation are yet to be completed. All reports and draft policies will be published on the council's website once they have been finalized and reviewed by the PC.</p> <p data-bbox="423 608 2042 874">Another key area of work relates to the sites currently being considered for the NP. The sites were initially inspected by a small group of councillors and scored against agreed criteria. The results were documented on individual score sheets. Once the results had been put into a spreadsheet for analysis it became apparent that some inconsistency existed relating to neighbouring sites and some adjustments were made. Unfortunately the score sheets were not updated with the changes and discrepancies arose between the scores in the spreadsheet and those on the paper sheets. The revised scores were the ones used in the village leaflet to map out proposed sites. As no paper trail exists for the amendments, the scoring spreadsheet has been revised to reflect the individual hand written score sheets.</p> <p data-bbox="423 922 2042 991">This error was highlighted by residents of Courtneidge Close who queried why the published numbers differed from those on the paper sheets.</p> <p data-bbox="423 1038 1921 1070">The scores were also called into question as some of the sites had previously been rejected by AVDC for the HELAA.</p> <p data-bbox="423 1118 2018 1225">It became apparent that, whilst the sites could be revisited by members of the steering group and parish council to look at scoring consistency, further analysis of the proposed sites would be required by professionals with expertise in planning matters. Therefore, three reviews have been commissioned:</p> <ul data-bbox="474 1241 2065 1390" style="list-style-type: none"> • Paul Jobson of DLP planning is reviewing the sites from an independent planning perspective • Louise Andeson of AVDC is reviewing the sites to identify any known planning constraints • Mayer Brown is carrying out an assessment of technical feasibility of sites and will make any suggestions as to how any constraints could be overcome

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Working Groups progress	<p data-bbox="423 180 2040 292">Further to this, we have been informed by AVDC that a strategic environmental assessment will be required and quotations for the work have been requested from Paul Jobson and AVDC. This will require the plan to be tested against a sustainability appraisal framework and should offer a further perspective on the suitability of proposed sites.</p> <p data-bbox="423 336 2033 408">The outcome of these assessments should provide a robust foundation on which to propose future sites to meet Stewkley's development targets.</p> <p data-bbox="423 453 2027 528">A document containing details of all sites, updated to correct details about site 49 and site 33, together with maps showing the locations within the Parish were published on the website in December.</p>
Communication and Consultation	<p data-bbox="423 659 2040 842">A dedicated page has been developed on the council's website Stewkley.org.uk. During December up-to-date information was posted. Questions raised by residents in relation to the flyer distributed during November were added to the FAQ section. To date, comments and questions have been raised by 33 villagers. However the Steering Group remains concerned about the number of residents actively involved and attending briefing meetings and Neil asked whether we could recruit a group to help with consultation and communication.</p> <p data-bbox="423 850 1346 882">A meeting with four residents aged 30-40 made suggestions, including</p> <ul data-bbox="472 895 1912 1334" style="list-style-type: none"> <li data-bbox="472 895 1487 927">• Attending groups, such as toddler group, daisy club, WI, History Group etc. <li data-bbox="472 935 1912 967">• When publicising meetings say what they will be about, how they will be run and how people can comment <li data-bbox="472 975 1413 1007">• Have a regular day per month – Put a diary of events on the website <li data-bbox="472 1015 887 1046">• Put information in the Swan <li data-bbox="472 1054 831 1086">• Set up a Facebook page <li data-bbox="472 1094 781 1126">• Use Survey Monkey <li data-bbox="472 1134 1196 1166">• Use Facebook poll for quick feedback or Twitter poll <li data-bbox="472 1174 1861 1206">• Give an update/guide to where we are now in the process and whether the original timeline has drifted <li data-bbox="472 1214 994 1246">• Put the draft policies on the website <li data-bbox="472 1254 898 1286">• Produce a regular newsletter <li data-bbox="472 1294 938 1326">• Have a mechanism for feedback

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Communication and Consultation	<p>Following the meeting one of the participants set up a SNP Facebook page (with Stewkley Parish Clerk as the owner) which has already registered 89 likes. Alerts will be posted to inform Facebookers when new information has been posted on the website or to advertise events.</p> <p>The other suggestions need to be taken forward as a matter of urgency</p>
Deputy Chairman's comments	<p>In Neil's absence the focus has been on following up outstanding actions relating to the assessment of proposed sites, liaising with AVDC and DLP and keeping the website updated and responding to comments/questions posted on the website.</p>
Things to be completed next month	<p>Set up a communications group</p> <p>Chase in and then review the sites assessments</p> <p>Chase up reports regarding Youth and Sports and Leisure</p> <p>Agree the draft policies and recommendations for the plan</p> <p>Set up a village meeting to seek feedback on draft policies</p> <p>Photographs of the village for the plan</p> <p>Photographs of examples of traditional village housing to support design policy</p> <p>Follow up community land trust by preparing a worked example of how it could operate in Stewkley (ongoing activity).</p>
Issues raised by working groups	<p>Working groups indicated that a workshop was required to share findings, issues, recommendations and policies arising from their individual areas of research to ensure consistency and pick up on shared outcomes.</p>
Actions/Decisions required	<p>No decisions required</p>
Budget required	<p>£950 for site assessments</p> <p>We are awaiting an estimate for producing the Strategic Environmental Assessment</p> <p>The Community Rights Programme Grant – Phase 2 (£6,840) which we successfully applied for expires on 12 March. Whilst we will have used the consultation element of £5,475 it is unlikely that the balance of the grant which was identified for typesetting and printing will be required by then. The grant conditions require us to return unused money by the end date and reapply – although we may be able to apply for an extension.</p>

Janette Eustace

Deputy Chairman of Neighbourhood Planning Team – 8 January 2017