

STEWKLEY PARISH NEIGHBOURHOOD PLAN

MINUTES OF A MEETING OF A

STEERING GROUP MEETING AND STEWKLEY PARISH COUNCIL

MONDAY 20 NOVEMBER 2017 at RED BARN FARM

Present:

Neil Dickens (ND) – Chairman NPSG

Paul Smith (PS) – PC Councillor

Margaret Burgess (MB) – PC Councillor

Gill Morgan (GM) – PC Councillor

Andrew Pryke (AP) – PC Councillor

Lorraine Chappell (LC) - NPSG

Janette Eustace (JE) - NPSG

Jenny Wodey (JW) – Chairman SPC

ITEM

ACTION/DECISION

1 Apologies for Absence:

Apologies had been received from Steve Nicholl and Emma Galvin (EG).

2 Minutes of meeting on 09 October 2017.

There were no objections to the minutes and actions/decisions were considered in the next item.

3 Matters Arising & Actions to be taken.

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| a. <u>HELP Report.</u> GM has drafted a report based upon standard report format dealing exclusively with the 'rejected' sites. AP to complete with 'included' sites. | <u>Action: AP to progress</u> |
| b. <u>Site specific policies.</u> Agenda item 4(i). | See below |
| c. <u>Site 51 trees.</u> The landowner of Site 51 has been unable to find details of the trees. Site will now be removed from the Neighbourhood Plan list of included sites. | <u>Action concluded.</u> |
| d. <u>Working Group Reports.</u> All current – although will require one more iteration, except HELP report and Open and Green spaces report. | <u>Action: HELP report – see Action 3a).
Open/Green Spaces report ND/JE</u> |

- e. Open Spaces Report. Lois Allard maps have been circulated, commended and accepted by NPSG. These maps should now be incorporated into the Open/Green Spaces report. Action: JE to incorporate maps into report (see Action 3d)
- f. Parish Trees. Stewkley Walkers do not walk around Stewkley. Action dropped. Action concluded.
- g. NP Policies/Jobson comments circulation. JE circulated output of workshop to all NPSG for final review and comment. See next item. See below
- h. Review of Objectives & Recommendations. SPC to take a final view on all proposed recommendations. All NPSG members requested to give final comments to ND on current policies and recommendations by Dec 5. Following final feedback, ND will ask Working Group chairs to make the final wording changes to policies and recommendations in their own Group reports. Action: SPC to make a decision on recommendations by Dec 5.
Action ALL NPSG to review final draft policies and recommendations and give feedback to ND by Dec 5
Action ND to communicate with WG chairs after Dec 5.
- i. SEA progress. SEA must be submitted with the draft Plan and needs to be consulted on by statutory consultees including English Heritage. SEA report objectives have been developed and will be sent to consultees who have a 28d response deadline. NP objectives need to be finalised to put SEA objectives into a context. SPC to consider paying a consultant to complete the SEA. NPSG requested an updated budget statement of costs of the NP to date. Action SEA sub group to give SEA objectives to statutory consultees.
Action JE to circulate drafted NP Objectives to NPSG for adoption.
Action JE to get a quote from Paul Zanna to write SEA report.
Action JW to ask Clerk to SPC for a budget statement for the NP to date.
Action SPC to consider paying a consultant to write the SEA report.

4 Outcome of public survey.

5 responses were delivered late to the parish clerk. They were excluded (unseen) by unanimous decision of NPSG on the basis that other villagers will have respected the deadline of the poll and if they missed it, not submitted their papers late.

Final tally: Option 1 60 votes; Option 2 64 votes; and Option 3 66 votes. It was noted that >2/3 respondents supported a plan for Stewkley. Following robust discussion and exchange of views the NPSG voted unanimously to proceed with Option 3.

AVDC Planning will be approached (through the NP team) with details of our proposed sites, secondary boundary and open spaces plan for their informal initial feedback.

Action: ND and AP

Site policies to be completed for all included sites. Policies for Sites 12 and 15 need not be detailed as planning approval already given. Sites 1, 2 and 3 largely completed. Site 51 now dropped (see Minute item 3c).

Action ND

Site measurements to be taken.

Action ND and Brian Eustace

5 Update on Sites 12 and 15

Site 12 : Legal documents concluded for sale. Now addressing reserved matters. Verbal report that there will be very little change from initial development plans submitted in outline planning application. No S106 monies will be collected, however landowners may be prepared to make a donation to the village. SPC to look at wish list of village projects and make some suggestions.

Action: SPC to review wish list of projects for possible philanthropic donation by Site 12 landowners.

Site 15: meeting planned with Denisons for Friday Nov 24. Minutes of meeting will be circulated.

Action: ND Circulate meeting minutes to NPSG.

6 Developers proposals for Site 20.

Village Properties have proposed a development of 18 houses on site 20.

Actions: ND to inform Village Properties and Site 20 landowners that NPSG do not

support their development proposal.

7 Outstanding Research and Reports.

See agenda items above

N/A

8 Public Updates.

Grapevine submission for results on survey deadline 21 Nov.

Action: ND

Newsletter to be drafted based upon the GV article

Action: ND/Neil Shefferd

FaceBook to be updated based upon GV article

Action: EG

Website to be updated – several items missing

Action: GM

9 AOB.

ND had a conference call with Paul Jobson. If NPSG can get all updated information including site policies, all agreed report policies and recommendations to PJ by Dec 10th, PJ can deliver a first draft of the report by Christmas.

Action NPSG to ensure Dec 10 deadline is achieved.

Place covenants on the 2-bedroom homes to ensure they are not developed in the future into 3- or 4- bedroom houses.

Action ND/PJ

Investigate possibility to place covenants on all affordable homes that persons linked to Stewkley have first refusal in perpetuity. PJ has seen this in other NPs.

Action ND/PJ

Architect involved with development of Sycamore Close has requested confirmation of receipt of email from AP. ND to share all follow up communication exchange with architect with AP.

Action ND/AP

10 Date & Time of Next Meeting.

Monday 11 December 2017 at 7.30pm at Vicarage Farm

Meeting closed 21.20

Gill Morgan

21 November 2017