

STEWKLEY PARISH NEIGHBOURHOOD PLAN

MINUTES OF A MEETING OF

NEIGHBOURHOOD PLAN STEERING GROUP

TUESDAY 26TH NOVEMBER 2019 AT RED BARN FARM, STEWKLEY

Present:

Neil Dickens (ND) – Chair

Keith Higgins (KH) – Stewkley Parish Council (SPC) Chair

Gill Morgan (GM) - SPC Councillor

Paul Smith (PS) - SPC Councillor

Andrew Pryke - SPC Councillor

Steve Nicholl (SN)

ITEM

ACTION/DECISION

1 Apologies:

Apologies had been received from Janette Eustace (JE), who was ill and unable to attend.

2 Minutes of meeting on 15 May 2019.

The minutes were accepted as a true reflection of the meeting.

Action: Minutes to the Parish Clerk for the parish website.
Action completed

3 Matters Arising.

- i. Drafting of Conditions Statement. SN explained that the Basic Conditions Statement (BSC) had been updated to remove cross-checking against the 'old' Aylesbury Vale Local Plan (AVLP). However, the recent changes to Stewkley policies, which include amalgamating policies in some areas and significant changes in others, had required much more extensive work. That work had been completed. Although Stewkley policies were still being modified, it should now be relatively simple to update when policies are finalised, provided the general format was correct.

Action: GM to pass the draft to Neil Homer (NH) for a check of the format.

- ii. Consultation Document. GM has completed the record of consultations up to the mandatory NPPF §14 pre-submission consultation initiated in June. The Consultation Documented could not be completed until NPSG members and Working Group Chairs had finalised responses to all the (130) §14 comments.

iii. Pre-submission Consultation – Housing Completion.

Following the substantial changes to housing allocations, a meeting had been held with the 4 owners of the Wing Road sites. The meeting seemed to go well

but there had been no action as yet on the requested agreement between owners. There was considerable discussion around how formal an agreement between landowners would need to be and how we could press for swift and suitable agreement. It was agreed that ND would send bullet points of the agreement required, requesting agreement in writing from the owners. KH reported that Bletchley Road site owners had accepted the fact that their sites would not be allocated. AP had not seen the spreadsheet of §14 comments. SN to forward the spreadsheet to AP and AP to provide comments on Housing responses.

- iv. Pre-Submission Consultation – Business Completion. GM reported that comments on §14 comments on Business had been completed. A new broadband policy had been completed.
- v. Amenity Photographs. All agreed that the amenity thumbnail pictures should be removed from the plan. Rather than a picture by picture debate in the meeting, it was agreed that ND would propose changes for off-line comment.
- vi. Revision of Site Assessment (SA) Report. NH has revised the SA as far as he is able. However, the Annex needs to be populated with sufficient detail – which he does not have – to justify decisions. GH to confirm that sites that have been excluded only need detail on elements leading to that decision and that other elements of the site description, such as site size, can be handled broad-brush. KH and ND to populate data on the 4 sites (now being packaged as 2 pairs) that we intend to allocate.
- vii. Policies Map. The policies map cannot be completed until policies have been finalized and signed off. Revision to the Settlement Boundary following decisions on site selections might need further discussion before maps are redrawn.
- viii. Revised Policies SG Sign Off. Natural Environment polices are awaiting incorporation (as a list) of the Bucks CC data on biodiversity. The data needed has now been obtained. We are also awaiting finalisation of STK2 (Policies for the Wing Road sites) – see item 3 iii above.
- ix. Resolve C&H Policy Issues. There had been apparent disagreement over Conservation and Heritage policies. However, thanks to good work by KH, those issues have now been resolved.
- x. Consistency of Plan paragraphs with revised policies. It

Actions:

- a. ND to send bullet points to Wing Road owners.
- b. SN to send spreadsheet.
- c. AP to complete housing responses. [After meeting note: all actions complete.]

Action: ND to propose changes to pictures in the final plan.

Actions:

- a. GH check with NH: level of detail required, what more he could on the SA (and cost!).
- b. KH/ND to populate data on the Wing Road sites.

Action: ALL to sign off the final version of the full set of policies once it has been produced.

Action: All SG members and WG

is essential that the text of the body of the Plan supports and reflects the final agreed policies.

chairs to check the text. ND to inform non-SG WG Chairs.

- xi. Grapevine (GV) item on NP. All were content with Rachael Webb summarising the Newsletter that will go on the Parish website. She will ensure that the summary makes the December edition of GV.

- 4 **Revised Timescale.** In light of the extensive revision to policies and housing allocations, the group worked through the implications on timescales for our Plan.

The intention must be to have the Plan completed by 17 January 2020; this would tie in with getting the Plan to the Examiner before 1 April 2020 and the switch to the Unitary Authority.

To achieve that, the revised policies must be sent to AVDC before Christmas. In practice that means the policies must be signed off and sent by 16 December.

The last chance to consider policies will be 12 December and agreement from the owners of the Wing Road sites to the principles that will form STK2 will be required before then.

- 5 **Any Other Business.** There was no other business not already covered, for ease of reference, in the above minutes.

- 6 **Date of Next Meeting.**

In light of Item 4 above, the next Steering Group meeting will be held on 12 December 2019 at Red Barn Farm at 7.30 pm.