

DENMEAD NEIGHBOURHOOD PLAN

Meeting Notes – Meeting of the Steering Group

<i>Date of Meeting</i>	Monday 7 January 2013 at 7.30pm in The Old School	
<i>Present:</i>	Cllr Neil Lander-Brinkley (NLB)	Cllr Kevin Andreoli (KA)
	Peter Ambrose (PA)	Patricia Stallard (PS)
	Jenny Nell (JN)	Deb Appleby (DA)
	Kirk Phillips (KP) WCC Ward Member	
<i>Notes taken by</i>	Tony Daniells (TD), Clerk to Denmead Parish Council	
<i>Next Meeting:</i>	Steering Group: Tuesday 12 February 2013 at 7.00pm in The Old School	

060/12NPSG Welcome and Apologies

NLB welcomed everyone to the meeting. Apologies were received from David Griffiths, Nicky Bowler, Brendan Gibbs, John Knight and Felicity Hull.

061/12NPSG Notes of the last meeting

The notes taken at the meeting of the Steering Group held on 7 December 2012 were reviewed and agreed as an accurate record of that meeting.

062/12NPSG Report from WCC

- a) JN referred to the Local Plan Part 1 which had been through Inspection. The Inspector's Report was delayed and now expected in early February. The Local Plan Part 2 had been launched prior to Christmas. This, together with Part 1 would form the new Plan. The Plan excluded areas within the South Downs National Park. Part 2 of the Plan puts in the detail behind the broader strategy defined in Part 1. WCC were now briefing those parishes who had a housing target on how they could become involved with the Plan Part 2. Supporting documentation had been issued by WCC which gave guidance on the level of detail required, boundary reviews and answers that were being sought. This guidance is appended to these minutes.
- The Site Assessment Checklist would help identify sites for development which would then stand up to any challenge. JN cautioned ruling out any sites at this stage. Rationale behind a site identified as suitable for development, or excluded from selection had to be well defined. The Plan would need to assess all options for a site and to document these.
- The Neighbourhood Plan had a section on the Local Gap but as previously advised, the Inspector's Report would make comments on this and his views should be seen first.
- JN advised using any views from the community engagement survey and using these to reinforce throughout.
- There followed a short discussion on the wording of the Plan and the level of detail to include based on sightings of other Plans.
- JN suggested that the Forum examines evidence during January and identified where this is missing. February to May should use this evidence to determine the number of dwellings needed over the Plan period. This would then guide the number of sites needed to deliver the Plan, following the sieving process outlined in the guidance.
- The question was asked regarding site size and if a larger site would be of more benefit than several smaller sites. S106 was still available for site specific infrastructure. The Community Infrastructure Levy (CIL) was a charge on development to fund the broader infrastructure requirements. WCC had prepared a draft charging scheme, but this did not stipulate how much of the charge would be returned to parishes.
- A discussion over density of development followed. Density was not specified in the Local Plan. The date for the production of a first draft of the Neighbourhood Plan was still open and it was questioned if this could be available by June 2013. The project plan would be reviewed and updated taking into account the dates for the Local Plan Part 2. Some resource had been allocated from Locality to draft the Plan but this had to be called on by the end of March. It was suggested that Locality should be used to start drafting a Plan using available data. Where gaps remained these could be filled later. Data from the extraction exercise from Locality should help determine numbers. Population projections at a parish level would be needed to firm these up.
- DCLG considered that support from Locality had been agreed to help draft a Plan. DCLG were in a mood to drive forward the drafting of Plans.

There remained the open question of how and when to engage with Developers. Contact with other Frontrunners would be made to understand how they had handled this. In regards to further community engagement, differing options were suggested when using the former Natwest premises. The discussion centered on what to engage on and how to present this. It was agreed that for the January dates, to utilise as much wall space as possible and to engage on

- Employers and Employment
- Demographics and Housing
- Recreation and Green Infrastructure

There was also a suggestion to include engaging on the retail needs of the village.

The February dates would be used to look at development placement.

- b) Development Placement – KA reported that work on this item was progressing and he expected to start to write up the findings soon. There would be a need to conduct a transport survey and this should be discussed at the next meeting.
- c) A follow on meeting to look at Demographics and Housing had been scheduled for 14 January 2013.
- d) Recreational Facilities and Green Infrastructure – this work package had made little progress. It was suggested that the Hampshire and IoW Wildlife Trust might be commissioned to look at the green infrastructure using some of the funds from the DCLG Grant.
- e) A date to receive a presentation from URS on the data extracted by them for Denmead and to be used as evidence was proposed for either the 16 or 17 January starting at 5.00pm. The meeting would last for 2 hours. (Subsequent to the meeting, the date was changed to 29 January 2013 with a 5.00pm start time). PA would contact SW to see if any conclusions could be drawn beforehand.

063/12NPSG Budget allocations and financial matters

A means to draw down funds against authorized spend agreed by the Steering Committee had been approved by WCC. A draft Budget had been reviewed at the last Steering Group meeting held in December.

064/12NPSG Update on contact with DCLG

This item had been covered previously in the meeting and an update on contact with Gareth Bradford had been recorded in minute 062/12NPSG. NLB asked that contact with GB was through himself. Contact had been made with Thame and Uppingham in respect of their Neighbourhood Plan. A visit to Thame was being progressed. Their Plan clearly and succinctly laid out the vision and policies for Thame. The visit to discuss their Plan with them was seen as a valuable opportunity not to be missed.

065/12NPSG Dates of future meeting

The next Steering Group meeting was agreed for Tuesday 12 February 2013 starting at 7.00pm in The Old School

The Thame Neighbourhood Plan can be viewed here:

<http://www.southoxon.gov.uk/sites/default/files/Thame%20Neighbourhood%20Development%20Plan-RD.pdf>

Uppingham Neighbourhood Planning can be viewed here:

http://www.uppinghamonline.co.uk/neighbourhood_plan.html

Tattenhall Neighbourhood Planning can be viewed here

http://tattenhallpc-org.temp.connectedcheshire.org.uk/?page_id=59

Meeting closed at 9.55pm

Copies to Attendees
 Forum and Steering Group members
 Parish and Ward Councillors
 NP website