

**NEIGHBOURHOOD PLAN – STEERING GROUP MEETING
TUESDAY 25th AUGUST 2015 @ 7.00PM**

There were no members of the public present

Attendants

- Joe Harvey
- Jill Houghton
- Joy Keeley
- Harry Knight
- Jim Langridge
- Neil Pearce
- Lee Pound
- Charlotte Randell
- Elisabeth Uggerløse

1. APOLOGIES

Apologies had been sent by Penny Barry, George Longstaff and Guy Warner

2. APPROVAL OF THE PRE-SUBMISSION DOCUMENT

- **Background and History**

This had been prepared by the Chairman and circulated to members who unanimously approved its inclusion in the Pre-submission document

- **To consider the site assessments/matrix and, on the evidence this provides, confirm site as the Strategic Reserve Site**

Site assessments and matrix, prepared by Neil Pearce, had been circulated. The Chairman asked Neil to make a short presentation.

- Sites B10 (Land to the West of Waterloo Road) and B13 (Land to the West of Grafton Lane) had equal scoring.
- B10 scored higher in accessibility
- B13 scored higher in containment and landscaping

Based on this, it was proposed that B10 be nominated as the preferred site as it is closer to public transport (bus stops) and to the village centre

Unanimously agreed to nominate site B10 as the Strategic Reserve Site

- **Consider and approve Village Boundary**

This had been circulated.

A query was raised concerning the extreme western boundary, whether it gave access to land to the north of Salford Road. NP clarified that that land was outside the boundary.

The Village Boundary, as per the proposed map, was agreed

- **Consider and approve the Public Open Spaces (POS)**

Again, map of these had been circulated.

Query was raised that the Broom POS (King's Lane) had not been included.

NP clarified that the NDP is to protect land that would not otherwise have protection – Barton, Broom and Marlcliff are not considered sustainable settlements. Furthermore, Barton and Broom have Conservation Area constraints. It is, therefore, unnecessary to protect any areas within these settlements.

The map was not showing the POS for Friday Furlong or Bramley Way developments. The reason for this omission is that Elisabeth is uncertain as to their exact location and is asking Liz Taylor, who prepares the maps, to liaise with the planning officer to ensure they are correctly shown

The POS, as per the proposed map, was unanimously agreed

It was also unanimously agreed that a single map should show the village boundary, POS and sites with planning permission and a second map the proposed Strategic Reserve Site

3. APPROVE COMMENCEMENT DATE OF THE STATUTORY 6 WEEK PRE-SUBMISSION CONSULTATION

The Chairman explained that SDC recommended a Thursday start date, as it coincides with the date the Stratford Herald is published. However, the target date of 3rd Sept. was proving to be ambitious. He asked Elisabeth to explain:

The main problem was the holiday period:

- Liz Taylor, who prepares the maps, is on leave until 1st Sept.
- Tony Horton, planning officer for Friday Furlong and Bramley Way developments, is on annual leave until 7th Sept.
- Simon Purfield, IT officer who will ensure consultation goes online etc. is also on annual leave until 7th Sept.
- Elisabeth is on annual leave until 14th Sept.

In view of this, start date would either be 17th or 24th Sept. The Chairman, stating that this was a statutory consultation, where we had to make 100% certain everything was correct, with no omissions or errors, proposed Thursday 24th Sept. as start date.

It was unanimously agreed that the Pre Submission Consultation should take place between 24th Sept. and 6th November 2015

4. APPROVAL OF THE NOTES OF THE MEETING OF 4TH AUGUST 2015

A query regarding the house mix had been raised by a member of the Steering Group, who felt it did not accurately reflect the replies to the survey. However, the mix is based on the last Housing Needs survey, carried out in 2012, which as Neil clarified, is written in a particular manner, which is very robust way of receiving information that can be used as evidence, whereas the questions in the survey are more general. They can still be used as evidence and are important, but would not carry the same weight. His advice was to keep the mix as outlined in the NDP..

He proposed that the wording which was attached to Affordable Housing "*all development must demonstrate how the latest Housing Needs Survey or other relevant local evidence has been taken into account when determining housing mix*" should be moved to Market Housing. In the event it is needed, a new Housing Needs Survey can be carried out in the future.

The proposal to move the wording was unanimously agreed as were the notes of the meeting held on 4th August 2015

5. RATIFICATION OF PRE-SUBMISSION CONSULTATION DOCUMENT AND APPENDICES

- The Pre-submission document would be amended to reflect the agreed changes and circulated for final approval
- A map would be prepared, and circulated for final approval, showing the agreed
 - Village boundary
 - Public Open Spaces
 - Areas with planning permission
- A map would be prepared, and circulated for approval, showing the area of the proposed Strategic Reserve site

It was unanimously agreed to approve this.

The meeting closed at approx. 7.50 pm