

Minutes of the SitV NP Steering Committee Meeting – Monday 9<sup>th</sup> February 2015  
Held in Stanford School at 7.30pm

1.	<p><b>Welcome</b> – Peter Gill in the chair  <b>In attendance:</b> JW/ SM/ RP/ JG Plus Ronan Leydon and David Potter from VWHDC</p>	<b>ACTION</b>
	<b>Apologies:</b> CMit / HW/ RR/ RG/ SB	
	<b>Declarations of interest any agenda item:</b> None	
2.	<b>Agree Minutes of Last Meetings</b> : Minutes from 26 <sup>th</sup> January signed as a true record	
3.	<p><b>Matters arising not on the Agenda:</b></p> <ul style="list-style-type: none"> <li>• Ronan is now focussing more on the Local Plan for the VWHDC and David will now be our main contact on the VWHDC</li> <li>• The Clubs and Societies survey results to be reported on at next meeting</li> </ul>	RR
4.	<p><b>Village Consultation Report</b></p> <ul style="list-style-type: none"> <li>• The consultation report prepared by Tom from ORCC was approved and should now be put on the web site. Copies to be sent to Ronan and David.</li> </ul>	RR & JW
5.	<p><b>Site Assessments</b></p> <ul style="list-style-type: none"> <li>• A working group have designed a matrix to include criteria where possible site developments can be scored according to their being within the Settlement Area, Conservation Area, Conservation Target Area, having policy constraints that could affect the site and important to rural setting of Stanford.</li> <li>• This second draft shows at a glance the most unsuitable sites.</li> <li>• The more detailed criteria on this matrix have the yes/no answers taken from all the individual site assessments and shows comparisons between the sites.</li> <li>• After discussion about the risks involved when subjective statements are included in assessments, as they could be challenged at a public referendum and by an inspector, it was proposed and agreed that the question ‘Is it likely to have Public Support at a Referendum?’ should be taken off all assessments as this is opinion and not based on fact.</li> <li>• All Site Assessments need to be seen as being completely objective and based on facts.</li> <li>• The recommendations for possible uses of the site, included in the draft one summary, should be added the matrix.</li> <li>• All the detailed site assessments provide valuable evidence to justify the final choices made but should remain confidential and only passed onto the inspector if asked for.</li> <li>• The next step is to decide upon a key criteria – eg ‘Landscape setting’ so that we can justify eliminating as many sites as possible.</li> <li>• It was suggested that only sites that can accommodate 10 or more houses should be considered for assessment. Need to decide on this at the next meeting.</li> <li>• The remaining top 4 or 5 primary sites for development should possibly only be of interest when Part 2 of the Local Plan comes into force, should the planned 200 developments on the Strategic Site in Part 1 not go ahead.</li> <li>• Any reserved sites will need evidence to show why and what they are being reserved for. Also, all this information will potentially become part of Part 2 of the Local Plan as well as informing our Plan.</li> <li>• It was asked if some of the large areas of green space in the village, which score low on the matrix because in the Conservation Area, could be reserved for a potential burial ground. Photos of these green spaces need to be taken along with thinking about any changes to the character of the land that could result if it was turned into a burial ground.</li> <li>• Ronan to investigate the Conservation Area Appraisal that would have been done at some time in the past about the open spaces in the village that need to be preserved.</li> <li>• In our NP there will need to be a section about the ‘Green Spaces in the Village.’ The Parish Council to be contacted to help identify the registered designated green spaces in the village – definitely Church Green and Upper Green. The areas maintained by the Parish Council will give an indication of the present green space areas.</li> <li>• Will need to agree a policy on Green Spaces. David to send us a list of how you can defend Green Spaces – used by the public, historic context, wild life etc.</li> <li>• Even if the land is owned by the Parish Council it will still need to be designated.</li> </ul>	<p style="text-align: center;">HW/ RR/JG/SB</p> <p style="text-align: center;">RR</p> <p style="text-align: center;">RR</p> <p style="text-align: center;">All</p> <p style="text-align: center;">JG &amp; SB</p> <p style="text-align: center;">RL</p> <p style="text-align: center;">JW &amp; PG</p> <p style="text-align: center;">DP</p>

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	<ul style="list-style-type: none"> <li>David reinforced the main thinking behind developing a Neighbourhood Plan – that the Neighbourhood Plan is all about making a better village and should not be all about housing, but because of the present need for more housing, this tends to become the main focus.</li> <li>The next set of Site Assessments will be sent round when completed and any comments to be sent to JG.</li> </ul>	<b>JG &amp; SB</b>
6.	<p><b>Village Consultation</b></p> <ul style="list-style-type: none"> <li>The next village consultation is booked for Saturday 28<sup>th</sup> March from 10.00 – 3.00pm in the Village Hall. This will be a drop-in event for people to come and discuss the emerging plan details following some sort of 2 week exhibition, most probably in the Horse &amp; Jockey and the Huddle.</li> <li>Displays to include: <ul style="list-style-type: none"> <li>➤ Consultation about the 4/5 Primary Sites decided to include in our NP and land use of other sites, retail, business, recreation etc...</li> <li>➤ Results from the Housing Needs Survey</li> <li>➤ Village Green Spaces – consult on where we want to preserve the green spaces in the village</li> <li>➤ Information about what we have done so far</li> <li>➤ Reinforce the objectives of our NP - especially about making a better village for the future</li> <li>➤ Village Asset list?</li> </ul> </li> <li>Draft posters to be sent round for comments, with a view to going up around the village and on the web site at end of February.</li> <li>Information to be given to all businesses in the business parks.</li> <li>Information to be in the next monthly newsletter</li> <li>Leaflets to be delivered to each house by our volunteers. Information to go on the leaflets to be discussed at the next meeting.</li> <li>The Horse &amp; Jockey would rather not have boards up during the 2 week exhibition. They suggest leaflets people could pick up and take away with them. Leaflets to encourage people to come to the drop in event on 28<sup>th</sup> March to share any comments or queries. To be further discussed at our next meeting.</li> </ul>	<b>JW PG All</b>
7.	<p><b>Sustainability Appraisal</b></p> <ul style="list-style-type: none"> <li>This has been sent to Tom at ORCC and he has sent some useful comments back.</li> <li>Chapter 5 being worked on</li> <li>Policies being added</li> <li>Headings will be added when nearer completion.</li> </ul>	<b>RP &amp; RG</b>
8.	<p><b>Village Assets</b></p> <ul style="list-style-type: none"> <li>It had been suggested from Rose (CLT) that we put together a list of Assets of Community Value.</li> <li>This has been started and looking to have extra ones added.</li> <li>This could act as a shopping list for any improvements that a developer could contribute to as part of the S106. Are these facilities adequate? What improvements are needed?</li> <li>A SWOT analysis of the Village Centre could help to clarify this information.</li> </ul>	<b>SM</b>
9.	<p><b>SWOT Analysis – Do we need one?</b></p> <ul style="list-style-type: none"> <li>We covered this after our first consultation</li> </ul>	
10.	<p><b>Updates</b></p> <ul style="list-style-type: none"> <li><b>Skeleton Draft Plan –</b> <ul style="list-style-type: none"> <li>➤ The target is to try to limit the amount of growth in the village to 200. This could be in one fell swoop on the strategic site, or to find possible sites around the village that could possibly accommodate new developments, ready for when the Local Plan Part 2 comes out.</li> <li>➤ Possible development sites should be kept to a minimum</li> <li>➤ Reserve sites for specific purposes – recreation / leisure/education</li> <li>➤ Care needs to be taken about identifying sites, especially for</li> </ul> </li> </ul>	

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	<p>employment/commercial/housing uses, <u>as these could be used by a developer.</u></p> <ul style="list-style-type: none"> <li>➤ If a site is going for development there should be a list of caveats' that will need to be met before any development</li> <li>➤ A 'Word' copy of the Skeleton Draft Plan still to be sent from Chris Marshall.</li> </ul> <ul style="list-style-type: none"> <li>• <b>Finance</b> – The End of Grant form had been completed and sent to Locality (CDF) It is hoped the remaining £700 will now be sent</li> <li>• <b>Web Site</b> - The web site has been updated</li> </ul>	<b>PG</b>
10.	<p><b>AOB – items for next agenda</b></p> <ul style="list-style-type: none"> <li>• David Potter was thanked for all his input. He had clarified many of our questions. He will come to our next meeting, along with Tom McCulloch from ORCC.</li> </ul> <p><b>Next meetings - Monday 23<sup>rd</sup> February at 7.00 pm in the school</b></p>	