

Minutes of the SitV NP Steering Committee Meeting – Monday 23rd February 2015
Held in Stanford School at 7.30pm

1.	<p>Welcome – Colin Mitchell in the chair</p> <p>In attendance: JW/ SM/ RR/ JG /RG/HW /SB Plus David Potter from VWHDC, Tom McCulloch from ORCC, Peter Lewis from Parish Council and Robert Sharp out district Councillor</p>	ACTION
	Apologies: PG /RP	
	Declarations of interest any agenda item: None	
2.	Agree Minutes of Last Meetings : Minutes from 9 th February to be amended and confidential minutes added. Both to be signed at the next meeting	
3.	<p>Matters arising not on the Agenda:</p> <ul style="list-style-type: none"> • The conservation appraisal is going to be reviewed by the VWHDC, and it was suggested that the steering group could advise and should also be consulted. DP to pass this on. • Tom passed over hardcopies of Neighbourhood Plan Housing Survey Report, a report appendix with people’s comments and the report from the proposed Strategic Site Consultation and Public Vote. 	
4.	<p>Site Assessments</p> <ul style="list-style-type: none"> • The VWHDC has identified the Strategic Site for 200 homes and it was suggested that there are few thoughts in the Vale over and above that number. • So our Site Assessments should start from the fact that more sites may not be needed and the focus could be more on the type of housing needed. • In the SHLAA the Vale has already eliminated some sites as not suitable, so we do not need to include these. • Information from the Site Assessments could be particularly useful when the Local Plan Part 2 comes in. • From all the Site Assessments there are only a few that could possibly be developed. Very few owners want to take a site forward or the site has constraints. It was argued that if an owner does not want to put a particular site forward for development then the site cannot be deliverable, so should not be put forward. • There needs to be caution about all the possible sites as any information published could be used by developers, who could use the site assessment information to say the site is seen as acceptable. • As little information as possible should be published at the present time. • There needs to be criteria for reserving sites for particular types of use so that a body of evidence is built up. • DP happy to look at any site assessments to check how robust they are. • ‘Important views that require improving or enhancing’ to be added to the site assessment summary matrix. This will lower some of the site scores in the matrix and help to reinforce that Stanford is still a village and not a town. • Increased housing will increase commuting from the village and this should be highlighted in our plan but an appeal inspector will weigh this against the national housing need. The importance of having a Neighbourhood Plan with all the site assessments was reinforced. 	
5.	<p>Short list of Primary and Contingency Sites</p> <ul style="list-style-type: none"> • To be discussed at next meeting after further consultation between JG / SB/ HW 	JG /SB/ HW
6.	<p>Green Spaces List – Policy</p> <ul style="list-style-type: none"> • PG has consulted with Darren Rolls as to all the Green Spaces that he regularly mows. These have been recorded on a map. • JW is going on a Village Green training session for Parish Councillors on April 1st and will report back after this. 	PG JW
7.	<p>Village Consultation</p> <ul style="list-style-type: none"> • The next village consultation is booked for Saturday 28th 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. • There followed discussions about how much information to display at this present time and what needs to remain confidential until the NP is nearly ready to go to the inspector. 	

	<ul style="list-style-type: none"> • There is a need to find a way to convey to the village what the NP is doing so that it is seen as more than a development plan but as trying to shape the village for the future, with our vision that <i>‘Stanford in the Vale should remain a village and we will seek to achieve this by preserving and enhancing the essential character, attractive features and open spaces in our village, together with its rural setting within the parish, and by seeking to control development so that it is complimentary to this desire,’</i> at the heart of all we are doing. • There may be a need to compromise on some of the more technical points of information so that we can take the village with us. • Need convey a consistent message that this is NOT the Steering Committees plan but a Village Plan. • Discussion about the deliverability of sites where the owner does not want the site to be considered for development. • Displays could include: <ul style="list-style-type: none"> ➢ Information about how Site Assessments carried out with answers to some of the following questions – What were the key criteria looked at? Do you agree with these criteria? Has anything been missed out? Make up an imaginary site to show how criteria answered resulting in whether a site could be possible to include in our NP and land use of other sites, retail, business, recreation etc... ➢ Could give outline information about a few sites of particular note? Discussion about saying whether these are primary or contingency sites, but we were advised that this sort of information should remain confidential. ➢ Results from the Housing Needs Survey could be displayed ➢ Village Green Spaces – consult on where we want to preserve the green spaces in the village ➢ Information about what we have done so far ➢ Reinforce the objectives of our NP - especially about making a better village for the future ➢ Village Asset list – have we missed any out? ➢ Possible new cycle route around the village which could get dedicated funding from the new CILS money. ➢ Display possible settlement boundary map and ask for comments. ➢ Results of Clubs and Societies Surveys • Tom happy to advise on all presentation material as how all the information, especially about the site assessments, is presented is very important. • Posters are ready to go out. • Information to be given to all businesses in the business parks. • Leaflets to be delivered to each house by our volunteers. There was discussion about how the leaflet needs to spell out, as briefly as possible, what the consultation is about so that villagers feel encouraged to come and find out more. This to be agreed at the next meeting. • The 2 week exhibition still to be discussed. 	RR
8.	<p>Sustainability Appraisal</p> <ul style="list-style-type: none"> • RG and RP have nearly completed work on the Sustainability Appraisal. • A copy to be sent to DP and to the group after some final amendments. 	RP & RG
9.	<p>Village Assets</p> <ul style="list-style-type: none"> • What is the definition of a village asset? This is to be looked into, along with possible criteria. • VWHDC to be asked if they could identify any buildings / sites that are assets to the village. • Does the list have to be registered with VWHDC? 	PL SM
10.	<p>Results of Clubs and Societies Survey</p> <ul style="list-style-type: none"> • These have been sent round • David Pedder to be invited to the meeting on 23rd March to discuss the results 	RR

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10.	<p>Updates</p> <ul style="list-style-type: none"> • Skeleton Draft Plan – <ul style="list-style-type: none"> ➤ A ‘word’ copy of the draft plan had been received by JW ➤ It was thought to have an independent person willing to be the author of our plan using the information fed to him from the group would be a good idea. • Web Site - The web site has been updated. The monthly standing order payment to be checked. 	<p>HW</p> <p>JW</p>
10.	<p>AOB – items for next agenda</p> <ul style="list-style-type: none"> • There was concern that the NP group had not commented on the Bow Road development. It was agreed to add ‘Planning Applications’ to each agenda so that we can add objections when needed. • Discussion about a safe cycle route using CILS money showed there is a need to have a big shopping list of village projects that could be developed using CILS money. DP happy to help write this list. <p>Next meetings - Monday 9th and 23rd March at 7.00 pm in the school</p>	