

Minutes of the SitV NP Steering Committee Meeting – Monday 26<sup>th</sup> January 2015  
Held in Stanford School at 7.00pm

1.	<b>Welcome</b> – Peter Gill in the chair <b>In attendance:</b> JW/ SM/ HW/ JG/SB/RR/ RP / RG	ACTION
	<b>Apologies:</b> CMit	
	<b>Declarations of interest any agenda item:</b> - RG	
2.	<b>Agree Minutes of Last Meetings</b> : Minutes from 12 <sup>th</sup> January signed as a true record	
3.	<b>Matters arising not on the Agenda:</b> <ul style="list-style-type: none"><li>• The summary of the November Consultation and the public vote to be circulated and put on the web site when approved.</li><li>• All other matters arising on the agenda</li></ul>	JW
4.	<b>Housing Needs Survey</b> <ul style="list-style-type: none"><li>• This was approved subject to some typos being amended and will be put on the web site.</li><li>• Tom to be thanked for a good job</li><li>• One point of interest is that 24% of people wanted to self build</li><li>• There was discussion about the need for affordable housing in the village. A meeting with Stonewater ( the group that has bought the affordable homes from DWH) has resulted in the availability of 21 rental and 7 shared homes on the new Poets Corner estate, and the fact they are very keen for these to be offered to those with local connections first.</li></ul>	PG
5.	<b>Site Assessments</b> <ul style="list-style-type: none"><li>• 3 more Site Assessments were discussed, especially thinking about possible uses for the land if it not to be developed.</li><li>• All sites now need to be sorted so that a short list of primary and contingency sites can be produced.</li><li>• After a vote it was decided to begin looking at this today without the use of an assessment matrix.</li><li>• Sites 001 – 019 were briefly looked at as to whether they could be used for development or not.</li><li>• A matrix with the main constraints to be prepared for the next meeting so that a lite assessment can continue to be done for all possible sites.</li></ul>	RR
6.	<b>Project Plan</b> <ul style="list-style-type: none"><li>• The next public consultation was agreed to be at the end of March – possibly Saturday 28<sup>th</sup> March- in the Village Hall.</li><li>• This is to gather villager’s opinions about our suggestions for primary and contingency sites for possible development.</li><li>• It was agreed to put on another 2 week exhibition giving a brief summary about sites followed by a drop in event for questions and discussions with people.</li><li>• Need to improve publication about the event with a leaflet drop prior to the exhibition.</li><li>• A ‘Word’ copy of our draft NP needs to be acquired</li></ul>	JW  PG
7.	<b>Sustainability Appraisal</b> <ul style="list-style-type: none"><li>• RG explained how this is progressing</li><li>• The relevant policies now need to be added to the policy then the first draft can be sent to Ronan for advice.</li></ul>	
8.	<b>Collating information and evidence from working groups</b> <ul style="list-style-type: none"><li>• Everyone was asked to revisit the Woodcote NP, plus other completed plans, to see how they collected all their information.</li><li>• Information from all the working groups now needs to be collated ready to go in our draft plan.</li></ul>	ALL

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9.	<b>Updates</b> <ul style="list-style-type: none"><li>• <b>Skeleton Draft Plan</b> – The structure of the plan is in place and this is to be sent to Ronan as soon as possible to see if any glaring points that need discussing or have been missed out.</li><li>• <b>Finance</b> – The End of Grant for had been completed and sent to Locality. It is hoped the remaining £700 will now be sent</li><li>• <b>We Site</b> - The web site has been updated</li></ul>	JW JW & PG
10.	<b>AOB – items for next agenda</b> <ul style="list-style-type: none"><li>• The Clubs and Societies Survey results are being analysed by RR and David Pedder.</li></ul> <b>Next meetings - Monday 9<sup>th</sup> February at 7.30 pm in the school</b>	RR