

Minutes of the SitV NP Steering Committee Meeting – Monday 29th September 2014
Held in Stanford School at 7.00pm

1.	<p>Welcome – Colin Mitchell in the chair In attendance: JW/ SM/ RR/ HW/ PG/CM/SB</p>	ACTION
	Apologies: RG/ RP	
2.	Declarations of interest on any agenda item: - none	
3.	Agree Minutes of Last Meeting : 15 th September 2014 – agreed and signed by Peter Gill	
4.	<p>Matters arising not on the Agenda:</p> <ul style="list-style-type: none"> • Peter Lewis and Karin Williams have agreed to check the finished site assessments to check there is no bias. • David Ashby – archaeologist – could not come to the last consultation but is happy to do a display at the next one. • Housing Needs Survey – the distribution group are ready to deliver the surveys and know about going back to pick them up 2 weeks later. • The group were sorry to hear that Andy Fellows had resigned from the NPSG 	SM
5.	<p>Meeting with School Governors</p> <ul style="list-style-type: none"> • A very positive meeting and a good start to consultation and it is hoped for further meetings to continue discussions and answer outstanding questions. • Awaiting reply from OCC and Amanda Willis. • Driven by the VWHDC consultation time line the NP group need to contact OCC about the pros and cons of the two sites, and these should be discussed together. • The school issue should not be allowed to take over the NP as there are other issues needing to be discussed. • Amanda Jacobs (OCC chief planning officer) to be written to explaining how the NP is looking at different possible sites for a new school and to ask OCC to do feasibility study on the new site. • Minutes from the meeting to be circulated to governors and steering group 	PG JW
6.	<p>September Public Consultation feedback</p> <ul style="list-style-type: none"> • Thanks to everyone who helped at the weekend event • Numbers were down, 84 over the two days, but most of the people had not been before with some good comments. It is just a slow process to get villagers interested and behind the NP. • Lots of new positive comments • Issue comments being typed up and will then be circulated • Discussion followed about how to improve things for the next consultation : - <ul style="list-style-type: none"> ➢ The business parks need to have information about the event ➢ More advertising – banners, posters ➢ Needs to go on the web site earlier ➢ Although only 50% of the villagers who vote is needed, we do still need to get across to the village the need for their support, at present many still say they are not interested. 	SM / JW
7.	<p>Report from meeting with Kemp and Kemp</p> <ul style="list-style-type: none"> • Developers Kemp and Kemp are representing two of the three landowners to the west of Stanford. Third landowner acting alone at the moment and not necessarily with Kemp and Kemp. • PG, HW and RR had a meeting with them prior to this meeting. • These developers are going to discuss plans with the planners about pre-application. • They were interested in the NP ideas and realised the importance of putting in better infrastructure and access. • Results from the Housing Needs Survey could be shared with them. • Outline planning for houses could be in quite soon. 	

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	<ul style="list-style-type: none"> The NP views on drainage/water supply/ access/ sewage / issues were passed on. There is a need to discuss things with highways. They think they can fit 290 houses onto the two pieces of land. 	
8.	<p>Project Plan Update</p> <ul style="list-style-type: none"> The project Plan has been updated and is ready to go to the VWHDC so that we can get the £10,000 funding. Letter to be sent to VWHDC with the plan and sent round to the SC. Current end date is December 2015. The VWHDC Local Plan may not be adopted until Autumn 2015, so not sure that our plan could go to the inspectors until after this. We need to work in parallel to VWHDC. 	PG
9.	<p>Roles and Responsibilities</p> <ul style="list-style-type: none"> There was discussion about the possibility of getting extra help for specific jobs, like an Event Planner, and whether helpers on the original list have been utilised. Most had and when extra help is needed for a specific purpose the helpers list could be useful. It was agreed to ask ORCC for more help. Working group leads have been reorganised ; <ul style="list-style-type: none"> Working Group 1 – Trends – had been worked on and covered Working Group 2 – History , Nature and Conservation – SB to take over the lead but will contact David Axford and John Travis to find out all the information they had put together. Working Group 3 – Infrastructure – SM and RR Working Group 4 – Facilities and Services – PG with help from SB and David Pedder Working Group 5 – Development Sites – HW Working Group 6 – Design and Build Polices – HW There is a need for short and succinct information from the working groups. Guidance about the information needed to be sent out again. Other roles: <ul style="list-style-type: none"> Communication, Parish news, Local paper – at present CMit and PG doing this. CM and RR to look at this role. The original communication plan to be reviewed. Need to have information on the Community web site. Survey and Analysis – RR Sustainability – RG & RP Draft Plan - CM 	<p>CM</p> <p>CM & RR</p> <p>RR RG & RP CM</p>
10.	<p>Finance Update</p> <ul style="list-style-type: none"> CMit to update the financial statement It was suggested that the PPC be asked to finance the Housing Needs Survey as this is capital expenditure for the village. Forms to be filled in. A report is being prepared for 'Locality' to show how their money has been spent. The remaining £700.00 will then be forthcoming. 	<p>CMit</p> <p>PG</p>
11.	<p>Web Site Update</p> <ul style="list-style-type: none"> The NP web site has been updated with agenda's and minutes and the drop in event was publicised on it. Photos and information from Margaret Grant to be passed on and put onto web site. Community Land Trust information on web site. Link to Community Web site needs to be updated. Dan Huby to be asked to add a sub-site for NP 	<p>RR</p> <p>RR</p>
12.	<p>Site Assessments Progress</p> <ul style="list-style-type: none"> Landowners need to be contacted about their intentions in the next 10/15 years 	SB, JG &

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	<p>so that the assessment forms can be completed.</p> <ul style="list-style-type: none"> • In the SHLAR there are sustainability assessments on the land they wish to develop. • Some work being done on possible sites for a burial ground • Sites to be assessed on face value and if possibly suitable for development, then to be taken forward. 	HW
13.	<p>Development Site Options</p> <ul style="list-style-type: none"> • The strategic site in West Stanford could not have been put in the SHLAR without prior permission from the landowners. • At present 200 houses have been suggested for the strategic site but there could be a possibility of 150 on this site and 50 on the Football field. (But 290 could still be applied for as originally suggested in the draft VWHDC Local Plan) • Nothing can be done on the Football field without having alternative and better facilities elsewhere – possibly QE2 field. • Villagers need to be consulted and vote on various options: <ul style="list-style-type: none"> ➢ Should all houses be on the Strategic Site in West Stanford or should there be 150 on the Strategic Site and 50 on the Football field. ➢ Expansion of the school – should this be on its present site or have a new school on a different site. • These are 2 very emotive issues and will need to be presented in a balanced way. • Consultation may need to be done before the draft Local Plan and our NP are done so that the results can be included in all plans. • The pros and cons for the options need to be discussed. 	
14.	<p>Next Village Consultation event</p> <ul style="list-style-type: none"> • Discussion followed about when and where to have the next consultation event about the two development options concerning the football field and the school. • There was concern about the timing due to a consultation event just being done and the Housing Needs Survey just being delivered around the village. • It was felt that neutral places would be best for any exhibition and information – Village Hall, Huddle and the Horse and Jockey. • It was agreed that January would be an appropriate time with various teasers and information being fed to villagers in the coming months to make them aware of the pros and cons of the options, before a village vote at the event. • Need to get a simple message out to villagers about the options. 	
15.	<p>AOB – items for next agenda</p> <ul style="list-style-type: none"> • Anton Nath to be invited to the next meeting • Agenda to include – Pros and Cons for options, village consultation and sustainability appraisal 	PG
	<p>Next meetings Monday 13th and 27th October at 7.00pm in the school</p>	