

Minutes of the SitV NP Steering Committee Meeting

Monday 9 March 2015 - Stanford School at 7.30pm

Item		Action
1.	<p>Welcome from Chairman - Peter Gill In attendance - CMit/SM/RR/SB/JG Parish council - Peter Lewis. ORCC - Tom McCulloch Apologies - JW/RP/RG/HW</p>	
2.	<ul style="list-style-type: none"> • Minutes of meeting 9/2/15. - item 5 Site Assessments, point 10 should read 'housing development' not 'developments' • Minutes of meeting 23/2/15 agreed and signed by CMit. It was agreed that the comments made by HW should be added as a Confidential note to the Minutes but not published • Note: minutes which are not approved by the SC should not be made available to the PC 	<p>JW JW JW</p>
3.	<p>Matters arising - none raised</p>	
4.	<p>Posters and leaflet distribution in hand including businesses on WH Business Park and High Street A3 posters to be laminated and displayed around the village Information to be displayed:</p> <ul style="list-style-type: none"> • Matrix - to be displayed in a way which is easy to understand. site assessment - imaginary site to show method used • Housing needs survey. TMcC to provide by 23/3 but he will not be available 28/3 • Green spaces. • Clubs and societies survey. • Village assets. • Settlement boundary A3map HW away until 22/3 RR/SB to contact David Potter • Cycle route. • NP achievements so far/next steps • Archaeology display. David Ashby (JW to contact) <p>Rota (PG has) Meeting w/c 16/2 with TMcC/PG/RR/JG/SB to discuss site assessment and draw together display</p>	<p>RR SB/JG TMcC PG DP SM RR/SB/HW RR JW JW/PG</p>
5.	<p>Site Assessments:</p> <ul style="list-style-type: none"> • Concern voiced that advice is not to identify possible sites at this stage. SC should mention the Strategic Site but possibly only recommend one site in addition. Housing requirements will be fulfilled by the SS, the NPSC needs to show due diligence but be very careful about allocating additional sites. (Possible that the criteria has now changed from the Woodcote plan which our plan is referenced to and SC should re-look at current criteria). • Matrix output to be shared in a way which is easy to understand. • Reserved sites can only be reserved as a green space if the space is accessible to parishioners for a specific purpose • Reserved sites for burial ground, community orchard, business park expansion, recreation (QE2), cycle route, live/work units, allotments/new school site to be investigated with David Potter • PL suggested put forward present site assessment forms for village approval - ask the question do they agree? Site assessment site plan to include site numbers but have an imaginary 'dummy' site which is subjected to all the same criteria to show how everything works and how the matrix scores are achieved. Give the opportunity to comment. 	<p>JG/SB/HW</p>

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6.	<p>Planning Applications:</p> <p>Need to be aware whether the PC had received any new planning applications which require comment by SC (none this month)</p>	JW
7.	<p>Cycle Route:</p> <p>Current plan to be circulated before the next meeting for comment</p>	RR
8.	<p>Skeleton Draft Plan - to be discussed at a later meeting when the results of discussions are known</p> <p>Finance - awaiting information from the PC.</p> <p>Web site - currently updated with all approved Minutes and ORCC Housing Survey</p>	JW/CMit
9.	<p>Any Other Business:</p> <p>Speed camera devices - PL suggested possible inclusion in exhibition by Neighbourhood Action Group</p> <p>Volunteer request for specific posts where no detailed background knowledge of Neighbourhood Plan required – i.e. Communications/Project Plan</p>	
	<p>Next meetings. 23/3/15 30/3/15 short meeting to discuss drop-in only 13/4</p>	