

Minutes of Neighbourhood Plan (NP) Steering Group Meeting, 3 Feb 2015, No.13

Present

N Wilson (Chair), I Draper, I Campbell, D Mace, H Wilcox, R Ford, J Brentor, R Hewlett, H Mace

1. Apologies M Norman, L Norman M Tribe, S Lacey, S Barnhurst-Davies, A Hayward, A Smith
2. Declaration of Interests & registration
See previous minutes. There was discussion on whether Rob Hewlett should participate in item 6 on the agenda on policies (Point 7 below). He did agree to participate only if his opinion was requested.
3. Review & agree minutes
Agreed.
4. Chairman's Report
A preliminary draft report has been sent to Sarah Hughes for comments. Her initial judgement received just before the meeting is that it is going in the right direction. Hopefully SH will send a more detailed response in due course. It is likely that both the PC and pre-consultation process will throw up queries entailing many amendments. At the moment there doesn't seem any reason to change the agreed deadlines.
5. Editorial Group Update
 - a. All sections bar one (on drainage/sewerage – Peter Quarmby has agreed to write this) have been drafted with some gaps.
 - b. Policies and proposals need to be finalised and agreed (see point 8).
 - c. The draft NP will then need to be edited by one person to ensure its cohesive/ written in a consistent style and then be sent Simon for formatting.
 - d. Richard F has agreed to represent the PC on the editorial board.
 - e. A pdf of this initial draft plan can be found in Dropbox/draft plans or accessed via <https://www.dropbox.com/s/vr33wtdsy6qnx80/N%20Plan%20-%20amalgamated%20draft%204.02.15.pdf?dl=0>
Please send any comments on this draft (general comments *not* typos or formatting at this stage please!) to Ian D by Tuesday 10 Feb. This is a tight deadline because to keep to the timetable it needs to be with PC by 16 Feb. **ALL**
 - f. The 6 week public consultation begins 1 April.
 - g. Sarah Hughes needs to advise whether a Sustainability Appraisal is needed. Ian D will send the initial draft NP to Enfusion so they can say how much the SA will cost. **NW/ID**
6. Engagement Group Update
 - a. The engagement group have had a meeting with the Longford Estate Manager.
 - b. Plans are in place for meeting two outstanding village groups, namely Trafalgar School and residents of the sheltered housing.
 - c. Sections 1-3 of the Consultation Statement have been written.
 - d. How to carry out the Pre-Consultation stage is being discussed.
 - e. The new website is up and running: www.downtonfuture.org
 - f. A short summary of the survey results will appear in the next InDownton. Concern was expressed over whether Charlton/Standlynch are being kept informed. Do they receive InDownton if not find out if NP articles in Nunton/Odstock newsletter. **JB/HM**

- g. Other stakeholders that still need to be consulted are NFU, NFPA and bordering PCs to find out if there are proposals in these areas that will affect Downton. Apart from NFU, it was decided this consultation would best be undertaken by the PC. **RF/DM**
- h. Some information is still outstanding eg shopping and where people work. A traffic survey may also be needed.
- i. Alan would like more updates of actions taken so as he can update his flow chart. **NW/ID**

7. Proposed policies to be included

The greatest discussion was on those relating to future housing development. Any policies must support the Core Strategy and be evidenced by the village quantitative survey. Richard offered to redraft these policies and send to the editorial group for discussion. Small changes to other sections were suggested.

Ed Board

8. **AOB**

- a. **Mike and Lucy are unable to interview the major employers in the village as working full time. Dave will do this instead.** **DM**
- b. **A map of the Longford estate will be delivered to Christopher Bird to give to Simon to copy and put on Dropbox.** **CB/SBW**
- c. **Ian C brought the SG's attention to problems in Cornwall where refused planning apps are costing them dear in financing appeals.**

9. **Next meeting** – to be decided when the timetable for the Parish Council reviewing the draft plan is known.