

STEERING GROUP MEETING/OPEN FORUM

Meeting Minutes – 27th November 2019

Held in The George Inn, Maulden at 8pm

Attendance:

Russell Aston - Vice-Chairman and MPC Councillor	Alan Plom
Paul Lee	Alistair Borland
Roger Ball	Sarah Michael

Apologies:

Simon Barnes - Chairman	David Illingworth
Phil Allen	Martin Wright
John Coyle – MPC Councillor	

1. Welcome

RA welcomed all and opened the meeting.

2. Previous Meeting – 5th November 2019

The minutes were agreed.

3. Actions

Actions were reviewed - see below.

4. Funding/Finance

SM mindful of the possibility of needing an expert to review the draft plan. Possible costs of £750 – £1100 per day mentioned. Alternatives to be considered. AP recalled a person who may be able to help and emailed Andrew Draycott during the meeting.

5. Website

No comments.

6. GIP

RA had spoken with Jenny Keens at the MPC meeting. Her phone still accessed the old document but RA's went straight to the new document. It was hoped all would be ok. Appendix 1 wouldn't be on the website, RA would retain the copy for reference purposes.

7. Housing Needs Survey (HNS)

AB had summarised the HNS outcome and produced policies. He would add the details to the summary document.

8. Questionnaire

The results summary needed to be completed. SM offered to deal with questions 10 and 20.

RA advised that he had sent an extract of the summary to MPC as there may be a discussion around parking by the school and there were relevant questions. It was an example of the questionnaire results being used. AP advised the questions he had just summarised were relevant too.

9. NHP Drafting

- As noted at the last meeting PL had produced a format/structure picking up on the work already done by SM and SB. SM to send an electronic version of the file. *Complete*
- PL would consider NPPF requirements.
- CBC Local Plan. SM updated the meeting. It was likely to be delayed further and this made the NHP even more important as a draft NHP did carry some weight. All acknowledged that it was necessary to proceed asap.
- A task / to do list to be produced to track necessary activity.
- RA had a document from 'Locality' called know your neighbourhood that contained links to help describe the NHP area. RA to send through to PL.
- Design guidelines had been received from Phil Jackson. AB to consider
- CIL / S106 money – Parish Council share. RA had a document from NALC (National Association of Local Councils). Where there was an adopted local plan uncapped receipts of 25% are payable compared to 15% and capped. Also the suggestions re what to spend it on – bus service, broadband and road safety - indicated it could be very relevant to the NHP process and the preferences expressed in the questionnaire. Suggestions for using the CIL/S106 money to be made and/or included in policies. RA to raise with MPC so their existing list (thought to be village hall, school, rec additional changing facilities) can be considered.
- Health and Wellbeing – NALC document urging consideration received. Gives good suggestions from other plans that could be used – Air quality, noise, allotment usage (adding water may help), local food production, accessible and adaptable properties, securing buildings. To be circulated and taken forward by RB as part of the environment section, AP re traffic and AB re buildings..

10. AoB

11. Meetings

Next meeting 8th January. RA to arrange

Outstanding Actions

Date	Action	Who	Update
14 May	Investigate getting maps for NHP	RA	Aug 19 – RA has the email link and will progress. Oct & Nov 19 – Looking through Public Sector Mapping emails. no joy yet
29 May	CBC design guidelines to be obtained	PJ	Received. Complete
2 nd Oct	'Affordable Housing' – RA to circulate papers re development, JC to circulate summary details covering all developments.	RA & JC	Nov – i) Papers re 'Land adj 129A and 131 Clophill Rd' circulated. Complete ii) Summary details (just Old Farm) to be circulated
2 nd Oct	Engage with the three 'watches – Speed, Street and Neighbourhood – at some point to obtain their views and input. Also the Historical Society.	?	RA had mentioned it to David Nevols and he would arrange. To be done early in 2020 – Close
27 Nov	HNS policies. Details to be added to the summary document.	AB	
27 Nov	NALC documents to be sent through	RA	

To Do / Task List

Contact The George re next meeting	RA
NHP Structure / Framework - Create and populate	PL
Consultation record to be created. Include Facebook posts (SM would contact Julie Morrow)	AP

Assumption that Maulden is a medium size village.	
Locality' - know your neighbourhood. To be considered	PL
Design guidelines to be considered	AB
Transport / Roads - Policy suggestions	AP
Environment - Policy suggestions	RB
Health and Wellbeing – i) NALC document to be considered. ii) Examples – Air quality, noise, allotment usage (adding water may help), local food production, accessible and adaptable properties, securing buildings. To be included in the environment, traffic/transport and building sections.	RB, AP, AB
GIP policies to be included in the plan	
HNS policies to be included in the plan	
Renew contact with CBC at some point to seek any guidance / advice they could offer. Tom Price.	
Engage with the three 'watches – Speed, Street and Neighbourhood to obtain their views and input. [contacts – David Nevols, Malcolm Crawford and Ron Williams]	RA
Engage with the Historical Society to obtain their views and input.	
CIL / S106 money - Suggestions re what to spend it on such as bus service, broadband and road safety to be made and/or included in policies.	
Maps required for plan	RA
4 basic conditions	
* Have regard to national plan (NPPF. Government planning practice guidelines)	
* Contribute to sustainable development	
* Conformity with local area strategic policies. CBC Local Plan references to be added	
* Compatible with EU obligations	
Expert / consultant to be sourced.	
Regulation 14 pre-submission consultation	
Submission - local planning authority	
Publicity (regulation 16) - 6 weeks	
Independent examination - CBC arrange	
Referendum	