



SHERFIELD ON LODDON PARISH COUNCIL

NEIGHBOURHOOD PLAN WORKING GROUP

Minutes of NPWG meeting held on 17th March 2015

Present – John Darker (Chairman), Natalie Lerner, Alan Ball, Bryan Jenkins, Pamela Darker, Diana Effiong and Peter Hayes (Minutes).

Guest attendee – Venetia Rowland.

Invited consultants – Alex Munro (Maroon Planning), Brian Whiteley (Planning Aid England).

1. Introductions

JD welcomed AM and BW to the meeting. He explained that Kym Greener was making a good recovery from her illness and may expect to return to the Group.

2. Minutes of PSCNP meeting of 24/2/15

The Minutes were accepted as an accurate record.

3. Matters arising from the Minutes

- i) Change in status of the Group. AB reported that the PC approved the re-designation as a Working Group: this means that it doesn't have to conform to restrictions that apply to a PC-related group. VR queried the existing ToR which don't allow open access. AB responded that the Working Group can co-opt new members for additional benefit.
JD and PD saw the next Forum meeting as an opportunity to invite new members to the Group. It was agreed that the agenda for NPWG meetings be publicised in advance and AOB can be added. **Action: AB to send revised ToR to members. Agreed ToR to be appended to Minutes of the next meeting.**
- ii) Housing survey (HARAH). PH said that a quotation for this work had been received. JD suggested that Cllr Jayawardena thought that BDBC might make a contribution to the cost; he added that if land was identified as an exception site this reduced the price of the survey.
- iii) The Triangle. It was reported from the PC that GB Developers had developed a proposal for 10 market priced properties, comprising a mix of 3-5 bedrooms. BDBC had ruled out an affordable housing option. Public consultation would take place within the month. VR circulated a proposed plan of the site. A view was recorded from outside the Group that there was a desire for more 3-bed housing in the village; AM confirmed that this gap existed and the Group was in a position (via the PC) to take a stance. NL said that the appeal of the village to outsiders might lessen if such developments went ahead.
- iv) Electronic communications – responses from LVL flyer. **Action: AB to meet with PH and PD to enable them to access database on PC website.**
- v) Meetings with groups. **Action: PH to produce a brief report for inclusion in the NP on the format of the meetings and conclusions drawn from them.**



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4. Updates from consultants

Brian Whiteley explained that PAE support for Groups was coming to an end (it has since been confirmed that BW can offer telephone, e-mail and meetings support to the end of May'15). He will look into engaging volunteer chartered planners to help with reviewing the Plan. Normally a consultant would be hired for the writing of policies. Discussion of the role of Locality followed. BW said that NPs had been good for parish areas but urban areas had to rely on Neighbourhood Forums which were more difficult to organise – hence the increased Locality focus on the fringe of urban areas.

Alex Munro said that he would continue to work on the technical side, including policy writing; he would work alongside PAE volunteers and guide them. Going forward, conformity and conditions statements would be key. JD confirmed that Taylor's Farm seems likely to be separated off: there would be a map of the re-designated NP area after 28th March.

Discussion followed on the linkage between AM's reports and BJ's Project Plan document. AM referred to his as a depository of background evidence with key local facts and issues; BJ's contained a mix of guidance and NP content and will need editing as more content is incorporated. AM said he would re-send an email of 15/12/14 which summarised his approach.

AM said that he has disaggregated some TF evidence (ref. 'urban south, rural north'); yellow markings in his report showed where changes could be made.

There was discussion of referencing other NPs eg Cuckfield, Maresfield. VR queried incorporating policies from other Plans to cover eg traffic issues, Redlands, Cufaude Lane, Bramley developments, all of which had an impact on SoL's infrastructure.

BW recommended Acle (Norfolk) as a 'short and sweet' plan which focussed strongly on traffic issues. He felt the Group should decide who to talk to, what we want to achieve and how it's paid for. AM added that the new CiL provided key cash provision for communities. PD gave the view that the BDLC Local Plan (still to be approved) produced difficulty with compliance from our side eg not allocating housing numbers to rural parishes –but we will be expected to make a contribution.

5. Application to Locality for new funding

PH reported that an application for funding was in progress. This would include covering the cost of a HARA housing survey, quoted at £3887.11 (inc. VAT). (Since the meeting a bid for consultancy and project costs for a total of £6507.11 has been submitted.)

6. Report from presentation by DCLG: summary of Neighbourhood Planning to date

AB reported on a presentation by Mark Duggan in February. 121 Plans are through to examination; there have been 60 referendums – all successful with a 'yes' rating of 87% on an average turnout of 33%. **Action: AB to circulate the presentation slides.**

7. Project Plan Update

BJ led on this item. Task Schedule: App B: Sustainability Framework – AM has a matrix based on the BDBC framework. BJ will look at this before the next meeting.

App E: SWOT results: NL to email BJ with these.



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Section 6: Vision and objectives: will be put to those who have signed up (for the Forum). BW felt that the vision looked more like a mission statement. It should focus on what the parish needs in the next 15 years. VR thought 'maintaining the Green' and traffic management should be included.

AM said that the objectives look fine. Policy writing should i) conform with national policy; ii) conform with local policy iii) refer back to the objectives.

Section 5: Key issues: **JD will draft for next meeting (1/4/15)**

Action: BJ will start editing the Project Plan document.

8. Consulting with groups

Response to the LVL flyer (in March edition) will be investigated by AB, PH and JD. Work with young people will focus on involving them in what's being produced (Vision etc.)

Action: PH to produce a record of when consultation opportunities have been promoted via the LVL.

9. Consulting with businesses

BJ had prepared the process: a notice for sole traders would go in the LVL (April) and respondents would be added to the existing business lists. A letter would be sent to all traders with a questionnaire. There would be a separate letter for LVL advertisers outside the village. Response to questionnaire would be by 24/5/15. Distribution can include hand delivery. Pre-paid envelopes would be returned to BJ.

There was discussion of possible response from businesses. AM felt they weren't best at engaging. DE noted a lack of interest – except for the road junction – from Wyevale traders.

10. Writing to landowners.

PD led on this item. She now had a map of the designated NP area and Sherdons will fill in as much as they can with land ownership. The letter to landowners, asking if they would like to make a contribution, would be based on one used by Sherborne St John NP. AM commented that there was capacity for several sites to deliver a number of homes. What are the preferences for the villagers? Can you realistically achieve it?

11. Annual Parish Meeting (now 8/5/15)

JD said that he could not attend but will write an account to be read out at the meeting. Display material would be set up to include the conservation area; the designated Plan area; the strategic gap; the planning process – simple steps version; flyers previously sent; parish dwellings; age and gender chart. To be added: Vision and objectives (AM and BW will help); children's pictures; list of groups consulted; business questionnaire; key issues.

Action: NL to co-ordinate display, including refreshing worn materials.

12. AOB

JD raised the issue of a separate website for the Working Group. AM endorsed this with the view that an online depository will become increasingly important.

BJ said that HCC could provide a free website, although it would have limited capacity.



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The issue would go on the agenda for the next meeting. VR added that Google docs. could also be used as a depository.

13. Dates of future meetings

30/3/15 with Sherborne St John NP

1/4/15 – NPWG.