

# NEIGHBOURHOOD PLAN STEERING GROUP MEETING

15 January, 2014

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Present:

Phil Applin	Mark Haselden (Chairman
Tom Baxter	Trevor Honychurch
Kevin Bond	Joan McFarlane
David Bowie	Harry Nicholls
Elizabeth Dixon	Neil Pearce (Planning Consultant)
Peter Emmerson	Dave Savage
Mike Flowers	Dave Stephenson
Jenny Fradgley	Sarah Summers (Clerk)
Martin Grubb	

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1) Apologies

Apologies for absence were received from Charles Bates, Lezley Bott, Andrew Dow, Ian Fradgley, Roger Matthews, Richard Rose and John Scampion.

2) Minutes

The minutes of the meeting held on 20 November, 2014 were approved as a correct record.

3) Chairman's Report

The Chairman advised that the management team had attended an Extraordinary Town Council Meeting to discuss the next phase which will be the hand-over of the document and its procedure from a pre-submission consultation through to referendum.

At the meeting, he outlined the plan's status and its content and proposed and recommended that local design/PR company, Setsquare Creative Solutions Limited be appointed to design and produce the document and to project manage the PR campaign in association with the NDP team and Council.

The Chairman went on to advise that Council had accepted the NDP team's recommendation and, subject to satisfactory quotations, agreed to appoint Setsquare. The Chairman briefly

introduced Mike Flowers from Setsquare who went on to outline his strategy later in the meeting.

At the Town Council Meeting, it was considered essential that the proposed campaign by Setsquare should receive prior scrutiny by Council which will endorse and decide what aspects can be undertaken in-house and by members. Council therefore resolved to set up a cross party Task and Finish team which were instigated with immediate effect. They will assist and oversee the remaining crucial stages of the plan.

The Chairman advised that he was delighted with this outcome and the new Task and Finish group will be integrated into the Management Meetings so that it all moves forward in unison.

A workshop/training event with SDC and WCC members has been arranged for the Management Group to engage and be fully briefed by SDC with regard to the next stage in the plan's process of adoption. The meeting was originally arranged for 28 January but has been postponed until early February.

The Chairman then handed the floor to David Stephenson who has been attending the Core Strategy hearings on behalf of the Neighbourhood Plan. David advised that the hearings are scheduled to continue until 29 January and went on to give a concise but comprehensive review of the findings to date.

He appeared in little doubt that the NDP document will have to be amended as the Inspector was critical of a number of areas, and it would appear that the Langley Farm proposal may be removed altogether. The NDP plan must be in alignment with the Core Strategy so further work on the document will be required following the close of the review.

#### 4) Draft Neighbourhood Development Plan - document

The draft NDP and site specific briefs for Tiddington were tabled. The Chairman advised that the Management Group were still working hard in identifying the various maps that are required and that the Executive Summary is currently being worked-up.

It had been agreed by the Management Committee, that although this was just the pre-submission draft, it should be presented in a format that appears complete, although it is still subject to consultation and change. The draft document is circulated with the Minutes.

The Chairman requested that everyone spent some time scrutinizing the document, particularly the sections which had received their input and advise the Project Manager, Phil Applin of any requested modifications which will be fed back to the team responsible for the master document. Any feedback should be clearly referenced with policy numbers etc. so there is no danger of misinterpretation.

The Planning Consultant advised that he had been discussing various aspects of the plan with those who took issue over his interpretation or re-wording and explained that there had been no intention to 'dilute' an issue, purely to ensure that the whole plan is written in the same format (i.e. by one scribe) so the language throughout is consistent.

David Stephenson used Power Point to identify many of the maps which are to be included in the document. He reiterated his call for members to look at the document to ascertain if more maps were required and where they should be placed.

#### 5) Next Phase

It is anticipated that we should be ready to proceed in about six weeks, although this is very much dependent on the result of the Core Strategy enquiry and that various possible outcomes are already being taken into account and thought-through by the Management team.

The pre-submission consultation is set to commence on 16 February and Mike Flowers from Setsquare outlined the publicity campaign which will take the plan from pre-submission to the referendum.

The Steering Group were also informed that there will be a pro-forma response form available, which is circulated with the minutes, so people will be able to comment on the document, which will be held in hard copy at the Town Hall, the District Council and the Library. The document will obviously be available on line.

A short debate then ensued on whether to use Facebook and Twitter and although various pros and cons were identified, it was AGREED that although it should be handled and monitored carefully, it was necessary to demonstrate that we had used every

method possible to engage with as many people as possible and social media today is key in effective and fast communication.

6) Update from Planning Consultant

Neil Pearce just gave a cautionary note that during our consultations, we must not forget the younger demographic, as a plan for the next twenty years is, in effect, being written for the youth of today.

7) Public Participation

No one wished to speak.

8) Any Other Business

There was no other business.

9) Date of Next Meeting

Thursday 26 March at 6:30pm with the Management Meetings on 28 January at 5:00pm and 19 February at 2:30pm.

*The Chairman declared the meeting closed at 8:00pm.*

Attached:

- Pre-submission Neighbourhood Plan
- Policy SSB4 Tiddington Housing Allocation – Home Guard Club
- Policy SSB5 Tiddington Housing Allocation – Tiddington Fields
- Pre-submission Consultation Public Response Form