

**LOCALISM/NEIGHBOURHOOD PLAN  
STEERING GROUP MEETING  
31 May, 2012**

**Minutes pages 1 - 5**

**Present:**

Phil Applin	David Morgan
Neil Basnett	Harry Nichols
Tom Baxter	Neil Pearce (Planning Consultant)
Helen Crook	Dave Savage
Andrew Dow	Sarah Summers (Clerk)
Elizabeth Dixon	Dave Savage
Peter Emmerson	Jonathan Smith
Anne Hicks	Moira Tsolakis
Trevor Honychurch	

**Observers:**

There were no observers present.

**Apologies:**

Charles Bates, Kevin Bond, Mark Haselden, David Langman, Alan Marks MBE, Roger Matthews, Charlie Michaelis, Tim Sanders and Donna Savage.

In the absence of the Chairman, the Deputy Chairman, Phil Applin presided.

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1) Minutes

The Minutes were approved as a correct record.

2) Vision and Next Steps

The Deputy Chairman gave an overview of what we have achieved to date, and confirmed that the 'listening' or 'investigative' stage is now over. With the last Straw Man, 'Business', being presented tonight, Phil advised that we are now ready to move on to the next stage.

The Power Point presentation documented what had been achieved to date, the forward plan and the next steps in achieving a 'detailed vision'.

Phil suggested that in order to establish the 'detailed vision', it will be necessary for real input from the Steering Group members, and a round table workshop similar to the Core Strategy workshop conducted by SDC was considered the best way forward. It is hoped that this can be convened sometime in June, either at the next Steering Group Meeting, or as a stand-alone event.

The final slide in the presentation, the punchy, succinct overview, setting out what we want to achieve and why, is likely to form part of the published documentation, and gave rise to word for word scrutiny.

The Chairman of the Statistics & Data Collection working party, David Morgan considered it imperative that the word 'developing' should appear at the start e.g.

*Protecting, enhancing and developing the things we love...*

Although concern was voiced that the word developing may give the impression of it being a developer's charter, the Planning Consultant fully endorsed David's recommendation, advising that legislatively, a Neighbourhood Plan is actually referred to by government as a Neighbourhood Development Plan.

Objection to the word 'prosperity' was also raised, with welfare or wellbeing thought by some to be more appropriate and representative of the community as a whole.

It was considered that further thought should be given to the wording and David Morgan volunteered to review the document.

The power point presentation is circulated with these minutes.

### 3) Presentation – Retail Business Straw Man

Jonathan Smith, responsible for delivering the 'Business' Straw Man which relates primarily to local industry and enterprise, presented a further Power Point presentation.

Jonathan explained that this process had not been achieved by means of a working party or committee, but by an interviewing process of key local business chief executives

and by examining and identifying the collective cross over issues pertinent to the three 'Business & Tourism' working parties.

The power point presentation is circulated with these minutes.

#### 4) Updates from other Working Parties

Due to time constraints, it was AGREED that updates from working parties, with the exception of Finance, would be deferred to the next Steering Group Meeting.

##### 4.1 Finance Budget

The Finance Chairman, Trevor Honychurch presented the project accounts, which were tabled at the meeting. He explained that although the budget currently looked 'healthy', considerable expenditure is anticipated as we enter the consultation stage and production and distribution of the plan itself.

The Clerk advised that since the project had begun, considerable quantities of photocopied documentation provided for meetings, is wasted. The Steering Committee & Sub Committee Budget has just £873.00 remaining and therefore, only two copies of minutes and agendas will be available on each table per meeting, unless a member specifically asks for a copy.

##### 4.2 Finance Working Party

Since the project has begun, the Finance working party has become depleted, and it was suggested and AGREED that although Trevor Honychurch would remain responsible for the budget, this would be monitored and controlled through the Management Committee, rather than a dedicated working party.

#### 5) Updates from Planning Consultant

5.1 The Planning Consultant, Neil Pearce gave a verbal presentation on the NPPF, concentrating on areas pertinent to Neighbourhood Planning. The theme throughout is very positive; pro-economic development and pro-development, with the key thread being sustainable development.

Neil was asked to provide an accurate interpretation of the phrase 'sustainable development'. He responded that the government perceive it as follows:

*'Meeting the needs of the present without compromising the ability of future generations to meet their needs.'*

The written précis of the issues covered, are circulated with these minutes.

- 5.2 Neil confirmed that now all the regulations are in place, the District Council had contacted him requesting confirmation of the Neighbourhood Plan Area.

The Clerk advised that this had already been done, although prior to the regulations being published.

In order to comply strictly with the regulations, and as Town Council had already considered and agreed to the designated area of the four Wards plus Old Stratford & Drayton, it was AGREED that the Planning Consultant and Clerk would liaise to re-issue the documentation and submit it formally to the District Council as soon as possible.

The Plan Area would then be open for public consultation for a period of six weeks.

## 6) Update on Governance and Personal Interests

- 6.1 The Clerk explained that there are no specific rules and regulations, as the Neighbourhood Plan Steering Group and Working Parties were not a corporate body.
- 6.2 All members of the group have a moral obligation to act in the best interests of the Plan, and any vested interests should be declared.
- 6.2 Those who may have concerns relating to the interests of others or outside bodies, should approach the Chairman.

6.3 The group must have the confidence in its Management Group to identify, take account of, and manage, anything which could be perceived as being biased i.e. favouring one developer/development over another without considering them all.

6.4 To adopt a process of total transparency from conception to completion.

6.5 Careful records will be kept and published throughout the process.

7) Public Participation

There were no members of the public present.

8) To consider any other business

There was no other business.

*The Chairman declared the meeting closed at 8:12pm.*

**Action:**

1. Review of Vision Statement – David Morgan;
2. Determine date of Vision workshop – Mark Haselden/Phil Applin;
3. Chairmen - Updates from working parties;

**Enclosures:**

1. Neighbourhood Plan 'The Vision' Power Point presentation;
2. Business Straw Man Power Point presentation;
3. Project Accounts June 2011 May 2012
4. Review of NPPF – Neighbourhood Plans