

# NEIGHBOURHOOD PLAN STEERING GROUP MEETING

26 May, 2016

Minutes pages 1 – 4

Present:

Tom Baxter	Tony Jefferson
Helen Crook	Harry Nicholls
Elizabeth Dixon	Neil Pearce (Planning Consultant)
Andrew Dow	Richard Rose
Peter Emmerson	Dave Savage
Martin Grubb	David Stephenson
Mark Haselden (Chairman)	Sarah Summers (Clerk)

1) Apologies

Apologies for absence were received from Phil Applin, Carol Cholerton, Roger Matthews and Clarissa Roberts.

2) Minutes

The minutes of the meeting held on 31 March, 2016 were approved as a correct record.

3) Chairman's Report

The Chairman advised that he had been told that the Core Strategy is still on track and is likely to be submitted for approval in July, 2016. District & Town Councillor, Tony Jefferson, concurred with this view.

Mark went on to advise that since the last meeting work has focussed on 4 deliverables:

- Written responses to all representations received, particularly from Statutory Authorities and Development Community. These are complete;
- Redrafting the format, objectives, introductory narrative and explanatory text for each section. This has now been combined into one document. A hard copy is available;
- Work continues on the evidence base;

- Work continues on photos, illustrations and figures. Most of the figures have been revised although further changes may still be required in respect of Green Spaces. Professional illustrations will be commissioned in relation to Bridge Street and Birmingham Road;

In addition to the evidence base, the current focus of work is now:

- SDC and Neil Pearce are reviewing the combined document. This may lead to further changes to wording;
- There are still issues to be resolved in relation to Local Green Space;
- The introductory sections of the plan need amending;
- There are some minor gaps which also need addressing;
- Illustrations and photos need to be included;
- The Town Council need to approve and sign-off.

#### 4) NDP Draft Document

The current draft NDP was tabled and the Chairman explained that it included all sections from housing to site specific briefs but did not contain the introductory front part of the document which will be added at the end. Illustrations will be dropped into the text and maps and figures will also be included.

David Stephenson went on to outline the details on the maps and figures. He advised that amendments had been made to some of the maps as 'things had moved on' since they were first compiled and this had to be reflected.

David confirmed that the historic spine route had been included, and that the local green space map and local nature reserve map had been simplified, following feedback. The proposed route of the Western Relief Road was also shown, and although this is a strategic part of the Core Strategy and therefore falls outside the scope of the NDP, it does have indirect implications on the Plan and it was therefore felt wise to include it.

The gap between Tiddington and Stratford north of Tiddington Road is protected as an area of restraint under the Core Strategy. If for any reason that protection disappears, additional protection may be needed in the NDP by way of extending the strategic gap, and Martin Grubb agreed to monitor the situation.

## 5) Update by the Planning Consultant

Neil Pearce advised that:

- He will have proof read the whole document by the end of next week and SDC's NDP Officer, Matthew Neil, has been given a copy to review;
- The Environmental Report provided by Lepus last year now needs refreshing, which they currently have in hand;
- Following an exercise by the Town Council, there are requests for the inclusion of additional areas of Local Green Space which he will work on with Matthew Neil. It is however, imperative to avoid too many changes which will then require a further 6 weeks of consultation;
- The Core Documents List has been circulated. There are some things that are currently missing. The Plan will also include an Excel spreadsheet listing all documents. The Basic Conditions Document and the Consultation Statement has yet to be finalised;
- Currently the Town Council does not have the power to designate Local Nature Reserves; this power is vested with the District Council. Matthew and Neil are looking at the process to see if the District Council can delegate that responsibility to the Town Council;
- Although the Core Strategy is still on track, the Inspector has only just received 700 representations, many of which will focus on the Gaydon/Lighthorne Heath development plans. As this is contentious, the Inspector needs to take careful note and fully understand the representations, which could, potentially marginally delay the process.
- As the timing of the Core Strategy fits comfortably within the timetable of the NDP, there would be no gain by postponing the submission of the Plan if the Core Strategy were to be slightly delayed.

## 7) Time Table

The Town Council needs to take 'ownership' of the Plan, so various workshops and meetings will be held with STC before the Plan is submitted to the Council for approval on 26 July, 2016.

Once the NDP has been submitted to the District Council:

- ✓ SDC will check it to see that it is compliant with regulations;
- ✓ It will go out for further consultation lasting 6 weeks;

- ✓ The qualifying body and SDC will make any necessary adjustments;
- ✓ Three Examiners will be put forward and the qualifying body and SDC will approve and appoint the independent Examiner;
- ✓ The Plan will be examined which is likely to take 2/3 weeks at least;
- ✓ It is likely to be a written examination, but hearings cannot be ruled out;
- ✓ Examiner will issue report;
- ✓ Chance for more modifications (at Examiner's recommendation);
- ✓ Final polish before Referendum;
- ✓ SDC to hold Referendum within 28 days;
- ✓ Usual election rules will apply.

8) Public Participation

There were no public present.

9) Any Other Business

There was no other business

10) To Note Date of Next Meeting:

The next scheduled meeting is Thursday 28 July, 2016 at the Town Hall at 6:30pm.

However, it may be necessary to hold an earlier meeting in order to comply with the proposed timetable. As much notice as possible will be given if this proves necessary.