

**DRAFT Minutes of the meeting of Neighbourhood planning Committee on 19th September
2016**

Chair: Kate Phillipson (KP)

In Attendance

Sarah Fanthorpe-Green (SFG)

Simon Jones (SJ)

Liz Jones (LJ)

Alan Leslie (AL)

Bill Brewer (BB)

Louisa Chamberlain (LC)

Charles Milner Williams (as Chairman of the PC) by invitation (CMW)

Apologies:

Steve Counsell

John Davis

Mike Windsor

Jason Sargeant

1. The Chairman thanked everybody for attending. She stated that the group needs to organise another meeting soon with everybody present to look at the vision and objections. KP was very concerned that we haven't confirmed this fundamental aspect of the project.

2. Vision/ Objectives A discussion took place concerning the objectives and the lack of progress. It was agreed by all to have a meeting to finalise this issue on Monday 17th October in the Machin room at 7pm.

3. KP said that she would recirculate the email in which the three most recent options for the vision statement were set out to give everyone a chance to think about it. The purpose of the vision is a positive aspirational message.

4. Appointment of consultant . Donna Moles has notified us that said her three 'free' days (from TVBC) were used up. KP had asked for a breakdown of her time. The meeting were concerned about the breakdown provided, and what appeared to be a significant time charge for some apparently generic documents. However, her charging rate is very reasonable, we know her, we have started this process with her and everybody seemed happy with her workshop.

5. The situation was discussed at length. The group were clear that the skills and knowledge around the table was not sufficient to confidently carry out the process unsupported and that we would need to pay for someone else to familiarise themselves with where we have got to so far if we changed consultants at this stage.

6. The Group concluded that Donna Moles should be instructed to act for us, but that it was important that a revised agreement should sought to clarify roles and responsibilities, and that we need to closely manage output and expense.

7. Declaration of interests. Heather Bourner has advised the PC that the group are a subcommittee of the parish council and spending public money so a declaration is required. John Davis is already covered by the council one.

8. Discussion ensued concerning the wording of the document and it was agreed that spouse would be added to/replaced by 'connected person' to require the declaration of additional family members or friends who may have an interest (or might be regarded as having an interest) in the

outcome of the NDP. It is important that members of our community have complete confidence that decisions made are objective and unbiased. A revised DOI form will be circulated and all members of the group should return it at the next meeting or direct to KP if they are unable to attend.

9. Work to date and Greenspace. AL, LC and SFG updated on their work to date which was very well received.

10. there was a discussion about the process of consulting with Landowners and those with large gardens.

11. KP mentioned that she has drafted a letter to go to the landowners at the eastern end of the Parish. The letter was very consultative and sought only to establish information about the land and to establish their views. This can be sent to other landowners where conversations with them have not already taken place.

12. Further discussion took place about specific pieces of land.

13. KP agreed to ask Donna about consultation of land owners.

14. Louisa, Sarah and Alan, were requested by the chair to circulate their green space exercises.

15. Quote from HCC. KP had circulated the letter.

16. KP confirmed that she had spoken to Graham Smith at TVBC who stated that we will receive assistance from the mapping officer and a further financial grant. On this basis KP confirmed that she would go back to HCC to see if the quote changed if they were not providing maps. Otherwise it was agreed that the information was required and the expenditure agreed.

17. A larger scale copy of the gravel map was required.

18. Water Issues. There was a discussion around drainage and sewerage. KP confirmed that this had been raised with the environment agency. CMW reminded the meeting that foul drainage is Southern water and KP confirmed that they would be contacted.

19. It was noted that Henry Pelham has permission to control the stream at the circuit and has said he will flood his fields to save flooding of the village.

20. Date of next meeting Monday 17th October at 7pm to consider

- a) Vision
- b) Objectives