

Turvey Neighbourhood Plan

Steering Group meeting notes 18th April 2018

Present: Tony Smith, Russell de Ville, Paul Jenkins, Andy Richmond, Stuart Lucas, Jon Arrenberg, Janet Goodland, Angelo Bartoli, John Ludlow

Apologies: Lea Skevington-Roberts

1. Notes of meeting held on 14th March 2018 - agreed for accuracy

2. Matters arising

- Item 2.1 - Landowner/agent engagement
 - Landowner Engagement sub group met with Bob Goss, High Street Homes, Milton Keynes and Bill and Jan Nicol regarding Land at Priory Farm. Bob described some of the local building developments his company have delivered, including the Salt Box, Lavendon. Bob commented that he would be keen to submit an application for a development at Priory Farm at the earliest opportunity. The timescale for the Neighbourhood Plan in tandem with the Borough Council Local Plan was explained. Any applications in advance of the adoption of the Neighbourhood Plan and Local Plan would be seen as premature and were unlikely to be welcomed or supported by the Steering Group or Parish Council.
- Item 2/8.1 - Business Survey
 - Tony has received 11 returned survey forms from local businesses. The outcomes will be written up and reported to the next Steering Group meeting.

Action: Tony to report survey outcomes to the next meeting

- Item 3 - Steering Group membership
 - New members welcomed to the Steering Group. Jon, Russell, Paul to meet new members before the next meeting to hold an informal introduction session.

Action: Jon, Russell, Paul to arrange meet new members before the next meeting

- Item 5 - Progress Review of Key Steps
 - Business Survey - outcomes to be reported to the next meeting
 - Policy Map - update actions to be agreed in item 9 this meeting
 - General Evidence - update item 8 this meeting
 - Site Selection Criteria - consultation outcomes reported items 4 and 5 this meeting
 - Site Assessment - update item 7 this meeting

3. Finance

- 3.1 Russell reported that next year's NP funding programme has been announced by central government. For the core grant we are restricted to total grant funding of £9,000 across 2017/18 and 2018/19. In 2017/18 we spent £6,900 from grant funding which means we can apply for a further £2,100 from the core grant.
- 3.2 We still have access to the Technical Fund for specialist professional services.
- 3.3 In addition there is further funding for NPs undertaking site allocations of £8,000.
- 3.4 Russell's end of year report to Locality has been approved. Russell is in the process of firming up budget needs for 2018/19 in order to develop grant applications. This will be focussed mostly on consultant input of 10 days across the year plus costs anticipated for events and communications. Grant application to be agreed with Paul and submitted by Russell to Locality.
- 3.5 The Parish Council are carrying forward unspent funds of over £5,000 from last year's budget allocation from the PC of £6,000.

Action: Russell to report end of year expenditure, budget and details of grant applications for 2018/19 to the next meeting

4. Village Discussion meeting feedback

4.1 Notes from group leaders, collated on a combined spreadsheet, were circulated with the agenda. For each recorded comment a response is proposed on the spreadsheet.

Responses generally fall into one of three categories;

- 'consider suggested rewording' (Aims and Site Selection Criteria)
- 'noted for further consideration in policy development'
- 'noted'

4.2 The responses were reviewed and rewording agreed where required.

4.3 The consultation documents were also sent to all agents acting for local submitted site owners for comments. Comments have been received from DLP for Snelson's Farm, DLP Station Road, Jackson-Stops and Fisher German/Richborough Estates. Agent comments were also collated on a combined spreadsheet with proposed comments.

5. Village Discussion meeting follow up actions

5.1 Agreed rewording to be built into amended Aims and Site Selection Criteria and then circulated to the Steering Group to confirm changes.

5.2 Once the amended documents are agreed the revised drafts and a summary of the comments to be 'noted for further consideration in policy development' will be emailed to all participants in the consultation.

5.3 Full details of the group notes will be posted on the NP website when this is up and running.

Action: Paul to draft revised Aims and Site Selection Criteria and circulate to Steering Group for confirmation

6. Greenspace audit/designations

6.1 Deferred to next meeting.

7. AECOM site assessments

7.1 Russell reported that AECOM staff visited Turvey on 23/3/18 and viewed submitted sites with Russell and Paul

7.2 A report setting out their findings has been promised for 27/4/18. Russell and Paul will review the reports and summarise key findings for consideration at the next meeting. The full text of the reports will be made available to all Steering Group members.

Action: Russell and Paul to review reports and present key findings for consideration at the next meeting

8. General Evidence

8.1 The updated draft was circulated with the agenda. No further work needed on this at the present time.

9. Policy Development

9.1 The latest draft Policy Map has been updated by Dave since the last meeting and circulated to Steering Group members.

9.2 Policy papers have been drafted and submitted to Dave on Transport (Russell) and Heritage (Andy). Dave has asked us to progress work to produce similar papers on the other policy areas.

9.3 Following agreed;

- Design (Stuart)
- Community & Infrastructure (Tony)
- Housing and Landscape (Paul)

9.4 Draft papers to be circulated for the next meeting

Action: Stuart, Tony, Paul to draft policy papers for the next meeting

10. Public Consultation

10.1 Date for summer consultation event confirmed for 13th and 14th July.

10.2 Main focus for the consultation will be;

- the outcome of the site assessments and application of site selection criteria leading to identification of proposed preferred sites for development
- key messages from policy development
- general awareness of progress on the plan and the timetable for submission

Action: Tony, Jon, Paul to develop a plan for the summer consultation event for the next meeting

11. AOB

11.1 Website development - John has offered to work on creating a Turvey NDP website

Action: John and Paul to progress work on scoping out the structure of the site and to estimate costs involved

12. Date of next meeting - 9th May 2018 @ 7.30 pm Boys Club Room, Village Hall