

Meetings 4<sup>th</sup> July 2017

First of all many thanks to all those who participated in the meetings yesterday, we got a lot of things settled.

Following are my notes from both of yesterday's meetings (I have amalgamated the two meetings):

1. **Handling the feedback comments.** Jane has now loaded the majority of the feedback comments that we have received from the consultations and from site sponsors and statutory bodies etc. A data base of these will be circulated in the next day or so which should, at this stage, be kept confidential. We will then have to go through a process of reading all of the comments, redacting anything which will have to remain confidential or is defamatory and then in some way segregating the comments into topics (by Policy number etc.) so that we can start to form our response to them. This is likely to be a long job, we have over 150 comments with some still to record. Ultimately we will have to publish on the parish website all of the comments and our response to each – i.e. whether a change to the Plan will result or whether no action. Jane will put a notice on the website closing the consultation process and thanking the public for their response. Jane will also chase SDC for their formal response which we don't seem yet to have received.
2. **Ongoing dialogue with residents.** Wayne will draft a FAQ document using some of the questions Neil has suggested and others addressing some of the issues that residents have raised. He will circulate this for comment early next week and the final document will be printed and delivered to all houses. It was decided not to hold a further open meeting with residents. However, John T has suggested that it may be a good idea for the NPG to summarise and discuss the feedback comments and responses with the PC in a meeting of the PC open to the public (Neil – comment?).
3. **Addressing the allocated sites and houses numbers.** It was suggested that we should reduce the number of allocated sites in the next draft Plan in order to reduce the potential number of dwellings to closer to the 84 target. By dropping off some of the smaller sites and only including sites of, say, 5 or more houses we may be able to do this. The built boundary could be drawn in such a way as to include those smaller sites for which the owners may well still submit planning applications in future. The PC will still support appropriate development within the built boundary even though it may not be on sites included in the Plan. The tightly drawn built boundary will still protect the village from any speculative large development and we will be able to demonstrate to residents that we have heard their concerns about the numbers of dwellings contemplated in the draft Plan. I suggest that this exercise (the rationalising of the sites) should be the subject of discussion with the PC once we have completed the review of the feedback and before we publish the next draft Plan.
4. **Site assessments.** In order for Neil to get comfortable with the assessments of each site it was suggested that he walk the sites to familiarise himself with them. This is planned for the week commencing 17th July and I will fix a date and time for doing this with him.
5. **Addressing specific sites.** Regarding the site at Roses Farm – I will contact Compton Estates to ask them to confirm that they have a plan for the site which they are

confident will receive Highways Authority blessing regarding access etc. Regarding Feoffee Farm, it was suggested that the PC should write to the Utility Trust to have one further go at getting their permission to include the site for development. I suggest that we have a discussion (Jacqui, John and me) to determine the best way of progressing this.

6. **Response the SDC's Built up Area Boundary consultation paper.** Neil is drafting a response for the PC to send to SDC on this highly controversial document.
7. **Response to request by Stratford Herald for comment.** It was decided to make no comment to Stratford Herald until we have seen whatever it is they are going to report on the Open Meeting held on 29th June. Once we have seen what they report we will draft a response.
8. **Further help for the NPG.** Neil pointed out that the NPG should have at least one member of the PC on it. I have asked the PC to put forward two members of the PC to sit on the NPG. It is recognised that Councillors have a heavy workload already and they may not be available to attend all meetings of the NPG but their presence on the Group would be much appreciated – Jacqui to action with Councillors. I will undertake to contact some of the volunteers who have indicated their willingness to help the NPG to lend a hand.
9. **Chair of NPG.** The NPG has been without a Chair since Shirley stood down in May. Jeremy proposed that I should be appointed and I said that I would be willing to do so so long as I had the support of both the NPG and the PC. The attendees of both meetings agreed to this but I would like Jacqui to confirm that there are no objections from the members of the PC who did not attend the meetings. That being the case I am happy to take on the role of Chairman.
10. **Immediate actions:**
  1. Wayne to circulate the feedback data base to all NPG and PC members in confidence to allow a first review following which we will segregate the comments and allocate to individuals for drafting a response.
  2. Jane to post a notice on the Parish website closing the consultation period.
  3. Jane to chase SDC for a response to the first pre-submission draft Plan
  4. Wayne to draft and circulate a FAQ document.
  5. David to arrange for Neil to do a site walk w/c 17th July
  6. David to write to Compton Estates regarding Roses Farm site
  7. Neil to draft response to SDC's BUAB document for Jane to send
  8. Jacqui to suggest names of two Councillors to join the NPG
  9. David to contact potential volunteers
  10. Jacqui to confirm PC's approval of appointment of Chairman of NPG

Please let me know if I have missed or misrepresented anything.

Regards,

David