

SNDP Committee

SNDP Committee

Minutes of the meeting held at the Village Hall

On Tuesday 19th September 2017

PRESEN Tony Glover (ToG) Vanessa Lee (VL) - Minutes

Jo Gilford (JMG)-Chair

John Vale (JV)

Ian Weaver (IW)

APOLOGIES: Karen Edwards, John Golding

1. 1. GOVERNANCE

1.1 Declaration and nature of interest

None

1. MINUTES

ToG asked who was to approve the Minutes from September 12th joint meeting with Staverton Parish Council. JMG responded they would be approved at and by the Parish Council meeting 3rd October 2017

2.1 Approval of minutes held on September 7th 2017

JMG thanked VL and JV for the production of minutes and briefings on the sites for being produced quickly to enable Parish Councillors to be up to date with all information.

Amendments to the minutes were suggested from members not here tonight. In order to amend the minutes there has to be a proposer and seconder attending the meeting.

JMG proposed the following statements taken from an email received from KE:

2.1.1 Agreed

KE proposed agreed with the addition of JMG comments as circulated in earlier email.

Site selection needs to be amended ie. Referring to original minutes all were not in favour and should read as in circulated in JMG email 7 in favour, 1 abstention. Motion carried.

JMG proposed acceptance of amendments of the minutes for September 7th 2017, JV seconded, all in favour, motion carried

IW proposed approval of the minutes as amended TG seconded, all in favour motion carried

1. 3. CONSULTATION DOCUMENTS

3.1 Training in Code of conduct and Standing Orders

3.2 All minutes to be published on SPC website following the meeting to be held on the 12th September – completed

3.3 All minutes to be circulated to PC by 8th September – completed

3.4 ToG to put a script on website advising why minutes had not been published on the website – completed

3.5 JMG to email to all the planning reasons from DDC as to why the Croft and Beeches are not able to be included within the plan – completed

3.6 JMG to supply extract from email for the minutes in connection with HS24 as advised by Mags at DDC - completed

4 BUSINESS ARISING

4.1 Site update

4.1.1 Ratification of proposal to include Braunston Lane (5 dwellings) and the site by the school (10) by the Parish Council in the plan

JMG reported that at a meeting of the September 12th the Parish Council had passed a resolution that the two sites of Braunston Lane and the School to be included in the plan.

This means that both the SNDP and the PC both support the same sites to include within the plan.

JMG would like to thank both the committee for all their hard work ahead of the meeting in order that information could be produced on time so that the PC could make an informed decision.

JMG confirmed that numerous documentation was circulated to the Parish Councillors and that significant information had been disseminated to them as well by the way of a detailed briefing report given at the beginning of the meeting.

Information circulated in order that they could make a knowledgeable decision included:

- Giving a full and open transparent statement which has been appended to the minutes
- Circulated copies of all minutes both draft and approved for the past 6 weeks in order that they could see the discussion undertaken at the SNDP committee meetings in prelude to a decision being made by the committee to include Braunston Lane/ The School in the plan.
- Made them aware that despite any issues in relation to the recording of votes at the SNDP committee the outcome would have been the same ie. Braunston Lane/ The School sites to be include in the plan.
- All five sites had been circulated, and the councilors have seen the parish Questionnaire Statement, the Housing Needs Statement, the draft site assessment statement and the draft open views/spaces statement.
- Councillors had also seen the first draft of the plan, comments received from Daventry District Council on the plan
- Full briefing notes from site meetings had also been circulated, the list being extensive
- JMG advised the Parish Council that they were not making the final decision that evening as there was still a stage in the 'Regulation 14' to undertake.
- This is where the SNDP Committee/SPC undertake further consultation with villagers and stakeholders.

- Any responses received as part of this process would have to be taken into account when producing the final plan.
- In addition JMG advised that the consultants were in the process of undertaking a health check on the site selection and should they come to a different conclusion then the matter would have to be brought back to the SNDP Committee/SPC for reconsideration.

Taken all of the above into consideration each councilor had been fully informed and as a result would make a robust decision.

This means that both the SNDP and the PC both support as to what sites to include within the plan

4.1.2 Directive to be given to JV as to how to proceed with developer of both successful and unsuccessful sites. JV pointed out that all five developers had already been informed by email as directed the outcome from the SPC meeting of the 12th September 2017.

JMG suggested until we have the outcome of the consultants site assessment we hold off on further negotiation (consultants view expected next week)

JV requested that when any member of the committee meets or speaks with consultants or DDC, notes should be made and circulated, as he and JFG had done with developers.

4.2 Documents for adoption

4.2.1 Consultation Statement

To be continued at workshops until the start of 'Regulation 14'. JV to send updated document to JMG for formatting and circulation.

4.2.2 Site Assessment Statement & Site Proposals Map

JMG stated this document needs to be replaced with a new one to reflect recent decisions and put into a robust format that is not open to challenge. This document should be our priority as the consultant is waiting on it to make a final assessment. The draft document has been sent to Shane Scollard of AECOM.

JMG has discussed with both DDC and our consultants what should be included within the statement and feels in a much more informed position. JMG to amend and circulate the document and put into a format everyone can work on.

4.2.3 2 x site specific policies

These can be started to reflect what has been decided. JV to start production of draft specific policies.

4.4 STAVERTON NEIGHBOURHOOD DEVELOPMENT PLAN

Tasks from meeting with DDC following their comments of the SNDP

4.4.1 Comment 1 –awaiting DDC wording

4.4.2 Comment 5 – awaiting DDC wording

4.4.3 Comment 6 - photos to be inserted/table amended to DDC's format justifying the views

4.4.4 Comment 8 – one proposals map to be produced

JMG to put the actual comments on the agenda for future reference

4.5 Consultants

4.5.1 Health Check of Site Assessment Statement – hopefully completed next week. The consultant will be looking at the methodology of process and will form an independent opinion on the sites.

4.5.2 Health check of SNDP

4.5.3 SEA Statement – DDC have commenced on both sites

4.5.4 Regulation 14 consultation

4.5 Sign off all documents to send to consultant

5.5 CORRESPONDENCE

We have received an email from a parishioner asking if comments are still acceptable after decisions have been made. Any responses received will have to be taken into

account when producing the final plan. We encourage all parishioners to be as involved as they wish so that we achieve what is best for our village.

6 PARISH MAGAZINE – October edition

IW and VL to prepare draft for next magazine

7 FINANCE

7.1 Final costings report

To be included in the costing report the cost of a new website, obtain quotes. At present there are many difficulties in uploading to the website and also for parishioners to access it.

7.2 Submission of grant – to submit when complete

8 PROJECT PLAN – on schedule

9 MEETING SCHEDULE

VL proposed that the balance of equal meetings and workshops be adjusted to accommodate the amount of work required in the workshops to one meeting to three workshops. JV pointed out there occasions where a meeting is required from information that arrives. It was felt a more flexible approach could be adopted at present. VL proposed, JV seconded, all in favour, motion carried.

Workshops 21st September working on Toolkits at JMG

26th September Site Assessment and Policies at Village Hall

28th September SNDP plan at Village Hall

JMG to send Action Plan to Consultant

Meetings 3rd October SPC at Village Hall

Meeting closed at 9:15pm