

## **SNDP**

### **Minutes of the meeting of the**

#### **Staverton Neighbourhood Development Plan Committee**

**held on Tuesday June 13 2017 at Staverton Village Hall at 19.15pm**

**PRESENT:** Jo Gilford (JMG). Chair Ian Weaver. (IW)  
Tony Glover. (ToG) John Vale (JV)  
John Golding. (JFG) Karen Edwards (KE)  
Yvonne Taylor (Minutes)

**APOLOGIES FOR ABSENCE:** Jay Holliday

**MEMBERS OF THE PUBLIC:** Geoffrey Edwards, Margaret Nightingale

## **1 GOVERNANCE**

### **1.1 Declaration and nature of interest**

JFG and JV declared an interest in the Approval of the Minutes of the Meeting of May 4, 2017

1.2 KE requested clarification from the Chair on an Email received from Simon Bovey. JMG said all members of the Committee Dispensation referred to is in place.

### **1.3 Election of Vice Chairman**

JMG stated that under the Terms of Reference of the Parish Council, in the temporary absence of the Chairman, a chairman will be elected by those present; JFG will circulate the Terms of Reference to the Committee.

## **2 APPROVAL OF THE MINUTES**

## **2.1 Meeting held on May 4 2017**

JMG said two sets of Minutes had been prepared. It was proposed by ToG, seconded by IW that the first set should not be accepted. Agreed (five in favour, KE abstained as not present at the meeting). It was proposed by JV, seconded by IW, that the second set of Minutes be accepted. Agreed, with one amendment ie that para. 2.1 from the first set of Minutes be inserted into the second set (five in favour, KE abstained)

## **3 MATTERS ARISING**

3.1 Training in Code of Conduct. – still awaiting dates

3.2 Percentage completed column had been inserted into the Project Plan as circulated by JMG.

3.3 DDC consultation comments in connection with Housing White Paper – it is out of time to comment.

3.4 DDC definition of Housing Needs Survey Titles – KE had circulated an e-mail from DDC.

3.5 Summary paragraphs detailing methodology for arriving at 15 properties for Housing Need in Staverton – KE agreed to prepare a summary of the methodology used to arrive at the initial housing needs figure of 15. KE said she did not feel there is a need to include the Fast Track methodology, as it had been designed to persuade SPC not to request DDC to undertake a HNS, not to primarily establish numbers, and that DDC's HNS had superseded this work. JFG endorsed the inclusion of the Fast Track Housing Needs statement, seconded by JV. Five in favour, KE against.

## **4 BUSINESS ARISING**

4.1.1 Feedback from meeting held with DDC on June 12 re: comments on first draft – discussion deferred.

4.2 Feedback to DDC on Housing Needs Survey – awaiting DDC adoption. KE proposed that she seek DDC approval to share the Survey with the consultants, seconded by JV: all in favour.

4.3 Feedback from Developers' meeting:

4.3.1 The Croft: JV said some uncertainties have been [\[i\]](#) raised re this site, as with

4.3.2 The Beeches: KE said that her feeling from the recent DDC meeting was that DDC had given a clear steer that the two sites were at risk of not proceeding as both the sites are within the curtilage of listed buildings, have been refused planning permission in the past, Well Lane is an historic lane, and DDC commented that the Beeches Land could be argued to bring Open Countryside into the centre of the Village. DDC stated they would recommend further investigation of both sites.

4.3.3 By the School: JMG circulated proposals received from developers for this site.

4.3.4 Silver Birch: JMG said the plans are deliverable.

JG objected to both proposed layouts as they would allow for infill. IW queried whether it would be possible to have “affordable” housing in Staverton. KE said DDC had said they would ensure any development contained affordable housing for those on the Register.

Both KE and JG said further time was needed to consider the new plans, and it was agreed that the meeting be adjourned to Thursday June 15, at 19.00pm at IW’s house.

#### 4.4 Documents for Adoption

4.4.1 Consultation Statement – deferred

4.4.2 Parish Questionnaire Statement (v6) – deferred. KE was tasked to work with JH to incorporate her feedback into the document, and reissue the document for the Committee’s approval at the next meeting.

4.4.3 Project Plan (v2)/Meeting Schedule (v3) – agreed that Workshops take place on June 24 at 9.30am in JG’s house and on June 29 in order to prepare for consultation with the Parish.

4.4.4 Housing Needs Assessment – in production

4.4.5 Site Assessment Statement – needs some work before sending to Consultants

4.4.6 Site Proposals map – deferred

4.5 Village Confines Map – ToG produced Guidance Notice i.e. DDC’s principles on how confines are decided, and a revised map which excluded the White House, Church House Garden and made minor changes to The Beeches, The Croft and land to the West of Manor Road. It was proposed by JG, seconded by KE that the map be adopted; four in favour, IW against. The map would be sent to the consultants.

4.6 Consultants – to be sent the Confines Map, the DDC Housing Needs Survey (after clarification of confidentiality) and the map of the 25 original sites together with the table with the numbers extracted from the 25 sites.

4.7 Membership – Vanessa Lee and Margaret Nightingale had asked to join the SNDP committee. JG and JV were not in favour of further Parish Council members. KE proposed that both applications be accepted by the SNDP for ratification by the Parish Council: there being no seconder, the proposal failed. KE proposed that VL be accepted onto the SNDP, seconded by JG; the proposal was carried (two in favour, three abstentions)

## **5 CORRESPONDANCE**

None

## **6 FINANCE**

ToG reported that £6000 was available to be spent within six months of commencement of expenditure, and it was agreed to wait to apply for this money until it was needed.

## **DATE OF FUTURE MEETINGS**

**Meetings** – June 15 deferred meeting, at IW's house

June 24 - Meeting with beside the School site developers

June 29 – Meeting with Braunston Lane Landowner and Developer

The meeting was adjourned at 9.55pm

