

## **SNDP**

### **Minutes of the meeting of Staverton Neighbourhood Development Committee**

**held on Thursday May 4<sup>th</sup> 2017 at Compton Cottage Staverton at 7.15pm.**

**PRESENT:** Jo Gilford JMG Chair Ian Weaver IW

Tony Glover ToG John Golding JFG

Jay Holiday JH John Vale JV

**APOLOGIES:** Karen Edwards

### **1 GOVERNANCE**

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

None received

#### **1.2 Consideration of dispensation requests received**

JFG reported that Staverton Parish Council had granted the dispensation request by SNDP Committee for a period of 2 years as all were considered to have an interest in the village.

### **2 APPROVAL OF THE MINUTES**

#### **2.1 Meeting held on the 25<sup>th</sup> April 2017**

JV proposed that the decision to appoint consultants is confirmed IW seconded

4 in favour JH abstained.

#### **2.2 Meeting held on the 25<sup>th</sup> April 2017**

JV proposed, IW seconded that the minutes be approved, 4 in favour, JH abstained as she wasn't at the meeting.

### **3 MATTERS ARISING**

**3.1 Clarification of dispensation requests - completed**

**3.2 Training in Code of conduct and Standing Orders – awaiting date**

**3.3 Percentage completed column to be inserted in project plan - ongoing**

**3.4 Clarification on who prepares SEA – JMG confirmed it was DDC who prepared the SEA**

### **3.5 DDC consultation comments in connection with Housing White paper - Deferred**

## **4 BUSINESS ARISING**

### **4.1 DDC comments on first draft submission/process**

The group had had two workshops and had completed going through all the comments received by DDC. The plan had been amended accordingly. JMG took away the task to facilitate a meeting with DDC to discuss the comments in more detail.

### **4.2 Consultation Statement**

Ongoing

### **4.3 Site Assessment Statement**

JMG gave a summary:

In order to assess the suitability of sites the SNDP Committee had developed a Site Assessment Methodology, and prepared a Site Assessment Statement which set out the approach it proposed to follow in order to assess and compare the suitability of sites proposed for allocation and designation within the SNDP.

This document had previously been circulated to all members of the SNDP committee and had been sent into DDC for comment but had yet to be completed and approved by the committee. The version sent into DDC did not have the conclusion as it was the methodology the committee wanted comments on. It had also been agreed once the document had been completed the consultants the committee were engaging would give the document a Health Check.

It was considered the proposed methodology would enable the assessment of potential sites to ensure they contribute to the SNDP objectives, minimise any adverse impacts on the village/environment and meet with community approval.

JMG advised it was essential that all are confident that the proposed approach to assessing the suitability of sites submitted for consideration is appropriate, consistent and transparent. To this end, the methodology has been designed to:

- Be transparent so that anyone can see how a particular outcome has been arrived at
- Ensure that development takes place in sustainable locations
- Provide a basis for comparison between sites

All agreed that the process the committee had undertaken to facilitate a Call for sites and stage (1) (2) & (3) of the Site Assessment were fit for purpose.

A decision had already been made by the SNDP committee, endorsed by the Parish Council to take forward the three sites:

- Silver Birch
- The Croft

- The Beeches

However, upon the numbers being increased from 10 to 15 in the plan it was considered prudent to re-visit the decision and the final stages of the assessment.

JH Proposed that the following further consideration in relation to the Parish Councils decision to amend the housing figures to 15 and further site meetings with the developers that the initial decision to list The Beeches within the SNDP as a preferred site is confirmed, IW seconded, four in favour, one against JFG, motion carried.

IW Proposed that the following further consideration in relation to the Parish Councils decision to amend the housing figures to 15 and further site meetings with the developer that the initial decision to list The Croft within the SNDP as a preferred sight is confirmed TG seconded five in favour, motion carried.

There then followed an in-depth consideration of the three larger sites.

Both a scoring methodology and a pros and cons list had been used at the workshop to undertake an assessment of the three larger sites looking at the factors of

- Traffic
- Conservation
- Amenity
- Views
- Visual Impact
- Rural Character

Following the workshop using this methodology it became apparent that the Braunston Lane site was not suitable, which left only the two sites Silver Birch and next to the school. KE who had been unable to attend tonight's meeting, had proposed an alternative methodology at the last workshop held on the 29<sup>th</sup> April i.e. a fact-based Pro's and Con's list for each site. As she was unable to attend the meeting she had compiled and emailed these lists for discussion to the group, which was taken into account.

The group worked through the two methodologies again and the Pro's and Con's list from KE. JMG advised if the committee were unable to make a final decision on which site to choose she would need to report back the position to the Parish Council. Significant discussion was held around the community benefit element of the sites and how they would integrate into the village.

Following the in-depth analysis JFG Proposed that following further consideration in relation to the Parish Council decision to amend the housing figures to fifteen and further meetings with the developers that the initial decision to list Silver Birch within the SNDP as a preferred site is confirmed, JV seconded, three in favour, two against TG and IW, motion carried.

JV, JFG & TG were tasked with completing the site assessment document to circulate prior to the June meeting for adoption.

#### **4.4 Housing Needs Statement**

Ongoing in consultation period.

#### **4.5 Parish Questionnaire Statement**

JMG reported that JH and JMG had a meeting set to finalise the document and it was hoped after circulation it could be presented to the June SNDP meeting for approval.

#### **4.6 Village Confines Map**

Ongoing

#### **4.7 Project Plan/Meeting Schedule**

Deferred

#### **4.8 Consultants**

- 1) Site assessment document/methodology
- 2) Health check
- 3) SEA statement
- 4) Reg14 consultation

Awaiting contact from consultants.

### **5 CORRESPONDENCE**

None

### **6 FINANCE**

### **7 DATES OF FUTURE MEETINGS**

#### **WORKSHOPS: -**

Saturday 20th May 2017 9:30am – Site Assessment Statement (TG/JV/JFG)

Friday 19<sup>th</sup> May 2017 9am – Parish Questionnaire Statement (JMG & JH)

Tuesday 16<sup>th</sup> May 2017 – Project Plan & Housing Needs Assessment (All)

#### **MEETINGS: -**

June TBC