

**Notes from the meeting of the**  
**Staverton Neighbourhood Development Plan Working Group**  
**held on 9<sup>th</sup> August 2016 at 19.00pm**  
**at Staverton Village Hall**

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<b><u>Present</u></b>		<b><u>Apologies</u></b>	<b><u>Guests</u></b>
Karen Edwards	(KE)	Anna Manning (AM)	None
Rupert Frost	(RF)	Jay Holiday (JH)	
Jo Gilford	(JMG)		
Tony Glover	(TG)		
John Golding	(JFG)		
Ian Weaver	(IW)		

The notes from the previous meeting were approved.

It was noted that Carolyn Wilson has requested to stand down from the working group. A vote of thanks was given for all the time and hard work she has volunteered over the previous months.

**Working Group / Committee status**

Proposal to change to a Parish Council Committee: 2 for. 1 against. 3 abstentions.

It is therefore decided to change the status to a Committee.

This will be announced to the September meeting of the Parish Council for their ratification. The Clerk to be asked to attend NDP meetings. The question of additional wages to be raised.

**Terms of Reference:** To be drawn up. KE has a previous version which will be distributed for consideration.

**Analysis of preferred development sites.** It was decided to put forward 3 small sites (2 – 3 houses) and 3 medium sites (up to 10 houses). The consultation presentation to be updated. The site proposal rational to be updated.

RF left the meeting at this point.

**Defined Important Open Spaces**

Remaining: Pocket Park

Land at the Stables

Addition: Braunston Lane Playing Field

Land to the West of the Manor / Godfries

Field adjoining Silver Birch. (excess land not proposed for possible development)

Removal: Beeches Paddock

White House Garden

**Possible alterations to Village Confines and Conservation Area.** To be deferred until after the 2<sup>nd</sup> Consultation event.

**Correspondence received from land owners.** It was decided to write to both land owners explaining that NDP working group had not reached a point where this information could be considered.

### **Preparation for 2<sup>nd</sup> Public Consultation event (17<sup>th</sup> Sept 2016)**

Leaflets to be designed, approved and printed

Maps to be produced, approved and printed

Voting slips to be designed, approved and printed

Set budget and purchase refreshments

Arrange for volunteers to assist in delivering leaflets and assist at the event

### **Tasks**

**JMG** Contact possible volunteer John Vale

Update & circulate the consultation presentation

Ask other NDP groups about DDC recommendation 'Call for sites'

Examine proposed policies with John

**IW** To produce a copy of this evenings minutes

**KE** Update and circulate Rational of Sites list

Distribute existing terms or reference

**JFG** Write letters in response to land owners correspondence

Examine proposed policies with Jo

**TG** Design leaflet for group to approve

Draw up maps for approval showing proposed development sites

Consideration of holding a further NDP meeting next Tuesday 16<sup>th</sup> August 2016. Group members to advise of their availability please.

The meeting ended at 08.55

The date of the next scheduled meeting is 19.00 Tuesday 16<sup>th</sup> August