

Sutton Poyntz Neighbourhood Plan Steering Group

Minutes of Meeting held on Tuesday 21st February 2017 held in the Main Bar, Springhead Pub, Sutton Poyntz, commencing 19.32 hours.

Present:

Kate Blee (Chairman)
Huw Llewellyn
Bill Davidson
Liz Brierley
Bill Egerton
Peter Dye
Keith Hudson
Keith Johnson
Colin Marsh

Observers: Andy Hohne, Sue Higham, Steve Jones, Sue Elgey.

Consultant to the Steering Group: Brian Wilson

PART ONE

1. Apologies and Introductions.

Apologies were received from Andrew Price.

Due to the presence of a number of observers and the newly appointed consultant the chair gave each of those present an opportunity to introduce themselves and welcomed them to the meeting before briefly outlining the work undertaken by the Steering Group to date.

2. Minutes of Previous Meeting

The minutes of the meeting held on 17th January 2017 were approved as an accurate record subject to one amendment proposed by C Marsh, that an addition be made after the second sentence under point 7 to the effect that 'CM requested that the Steering Group members acknowledge and respond to any e-mail communications as a matter of courtesy'.

3. Actions from the previous meeting.

- a. Logo. There being no further action by the artist Tony Heathershaw it was agreed to adopt the earlier preferred proposal as the Neighbourhood Plan group logo.
- b. Grant Funding. KB and BE had met and ascertained that there was sufficient funding in place to cover activities until the end of the grant period, 17 March. They will meet again in March to draw up a budget for the next funding bid. Brian Wilson (consultant) suggested seeking clarification on the structuring of payments.
- c. The chair confirmed the appointment of Brian Wilson Associates as consultants to the Steering Group and welcomed Brian Wilson to the meeting.
- d. It was confirmed that Brian Wilson and his colleague Julie Tanner would give

a presentation on the Local Plan to the March meeting of the Steering Group.

- e. The survey analysis sub-group had met on two occasions and the minutes had been circulated in advance.
- f. Pre-notification of Meeting dates: The meeting dates for 2017 had been emailed to the Steering Group and BE confirmed that they had been placed on the Village web site.
- g. Doug Watson and Chris Balfe had agreed that their names be removed from the Steering Group circulation list for the time being and the Chair requested that members remove them from any email groups they had created.

4. Appointment of Minutes Secretary and Archivist

Following the resignation of Mark Cribb as secretary since the last meeting it was suggested by the chair that this role be divided into a Minutes Secretary and Archivist role in order to spread the workload and nominations were sought.

Colin Marsh agreed to take on the role of Minutes Secretary.

Bill Davidson volunteered to undertake the role of Archivist and asked for clarification as to precisely which documents were to be archived in this role. KB suggested liaising with the chair, minute's secretary and electronic archivist (BE) along with PD.

Action: KB

5. To receive comments on the Draft Consultation Statement (previously circulated).

PD explained the status of the draft document and comment was requested of Brian Wilson who emphasised the importance of 'the stated purpose, who and how consultation occurred, what was suggested and the response to those suggestions'. PD confirmed that it was a "living document" that would develop over time. The inclusion of survey responses and placing the document in the public domain on the Village web site was discussed and agreed subject to individual names being removed, which BE was able to confirm as being done. It was agreed that such information be posted on the Village web site once ratified by the Steering Group.

Action: BE

6. Update on Land at Plaisters Lane

Liz Brierley was invited to provide a summary of the current situation in relation to Terry Pegrum's field. LB circulated a written document and explained that her main purpose in doing so was to be open so as to avoid future unpleasantness that had arisen in this case and provide a timeline of factual events. She explained that any planning proposals had been withdrawn in order to re-consider options for future use of the land and that any work being undertaken was solely to secure the site. It was agreed that the document circulated be publicly accessible.

Action: BE

In relation to the above PD introduced the topic of the call for sites in the Neighbourhood Plan and asked for guidance from the consultant on how sites put forward could be assessed. The Chair said that there was recognised criteria to ensure that sites are thoroughly assessed for suitability in planning terms and this

should lead to the most suitable site or sites being identified. Brian Wilson confirmed this and also said that the Plan did not have to allocate any sites, this could be decided later on in the process.

In declaring an interest in relation to a plot owned on Plaisters Lane BD provided an update as to his future intentions including the possibility of a self-build.

It was agreed that the issue of housing and possible expansion of the village would form an important part of discussion at future meetings and sub-groups.

7. Any Other Business

Two members raised items.

BE said the planning inspector's report on the Plaisters Lane development, in particular his comment about 'village non-sustainability' raised the question as to whether this applied to all new development in the village. He also identified possible contradictions arising from the Local Plan Review's Sustainability Appraisal and the SHLAA update where the same tract of land in the village was assessed as unsuitable in one document but suitable in the other.

KB suggested that discussion on this would best fit with the Local Plan presentation by Brian Wilson and Associates at the March meeting.

Action: KB/BW

PD raised the issue of 'Assets of Community Value' and the role of the Neighbourhood Forum in progressing this. BW confirmed that while this was not planning as such it could be included in the plan and that the Society, as the Neighbourhood Forum, was probably best placed to address this. He concluded that it may form the basis of a survey question alongside the plan but not as a policy within the plan.

The chair confirmed that the next meeting would deal with essential business before the session on the Local Plan and suggested a start time of 7pm. This was agreed.

8. Date and Time of the Next Meeting

The next meeting is on Tuesday 21st March at 7pm at the Springhead Pub, Sutton Poyntz.

PART TWO

9. To discuss the analysis of the first consultation and Brian Wilson's advice note

The chair identified the need to address the Steering Group response to the survey results, the means of communication and the conclusions/actions moving forward.

BW summarised the key points in his advice note and expressed overall satisfaction with the draft response document and the process underpinning it. He raised the question of whether there had been sufficient targeting of certain groups e.g. young people and businesses. After listening to responses from the Steering Group he commented that the manner in which the survey and open days had been conducted went some way to addressing this issue. He concluded that the draft response was a 'fair reflection' of the findings and consultation statement.

CM proposed that the public be informed as to progress at this point in time rather than delay further and this was agreed. There was some discussion on suitable

abbreviation of the data and the means of feedback to the community. BE confirmed that a list of e-mail addresses was being progressively compiled.

It was agreed that the analysis sub-group (along with anyone else who wished to attend) would meet to finalise the draft response document with a view to initiating public feedback at the next village coffee morning in the Mission Hall on March 3rd 2017.

Action: KB/analysis sub-group

CM raised the question as to what would be permissible for inclusion in the Neighbourhood Plan in order to fully reflect the views expressed by the community. After some discussion and with input from the consultant it was agreed that responses would need to be articulated in terms of policies, actions points (both within and out with the plan), comments etc. as appropriate in order to meet with the independent inspectors approval.

10. To discuss a vision for the neighbourhood plan.

BW suggested that an approach taken by some groups was to specify the objectives first and then build the vision around these. It was agreed to adopt this approach whilst recognising that a vision statement should be largely built around responses to survey questions one and two.

Action: BW as item 12 below

11. To Discuss objectives for the plan

It was suggested that appointed sub-groups could work on the objectives based around the summary statements and BW suggested that this would then form the basis for further consultation. BW distributed some example aims and objectives for guidance and it was agreed to progress this at the meeting by identifying abbreviated summary statements for each topic arising from question 3 of the first public consultation survey.

Following discussion it was agreed that the consultant develop some objectives for the next meeting using the sub-group summary statements and based upon the following suggestions –

Biodiversity – an amalgamation of the first and second sentences.

Employment – abbreviation of the summary statement with the inclusion of IT.

Heritage – retention as a separate topic with the focus on “character” and the inclusion of ‘designated green space’.

Housing and Planning – A discussion took place on the sources of housing needs data. It was agreed to reflect the key messages of affordable housing and concern over the continued growth of second homes. It was decided that a very broad statement along the lines of ‘Retaining and promoting housing that meets the needs of local people’ would be a useful start and this could be refined and made more specific later.

It was further agreed to contact the local authority as to local housing data they could provide.

Action: KB

It was also agreed to discuss with Langton Matravers their second homes policy.

Action: BE

IT/Communications – to form a sub-bullet under Employment (see above)

Land Use and Conservation - include a statement along the lines of 'retain and enhance important green space' and make reference to appropriate sections within the local plan.

Renewable Energy – recognise that the main concern was aesthetic impact and therefore include this within the section on Heritage.

Sports and Recreation – provide an abbreviated statement along the lines of 'retain and enhance community facilities and assets'.

Transport - provide an abbreviated statement along the lines of 'promote and develop safe and easily accessible transport through a diverse range of means'.

It was agreed to produce a list of objectives aligned to the above along with a vision statement and feed this back to the analysis sub-group in time for discussion at the next meeting.

Action: BW

12. To agree next steps

PD commented upon the need to involve more people as sub-groups were developed and ensure clarity as to progress in key areas.

As the Project Plan was developed BW stressed the importance of providing evidence that underpinned the content included within the plan.

A summary of key actions prior to the next meeting was agreed as follows:-

Provide an Executive Summary for the Consultation Feedback report.

Provide a first draft Vision statement

Update the Consultation Statement

Prepare for public feedback of the first survey results at the March 3rd coffee morning.

Action: BW and Analysis sub-group

The meeting concluded at 09.54 pm