



## Stevington Neighbourhood Working Party (SNWP)

### Minutes of meeting held 4<sup>th</sup> August, 2015

**Present:** Graham Read (GR); Andrew Lockwood (AL); Mary Morris (MM); Heather Eadie (HE); Linda Penney (LP); Pat Olney (PO).

**Apologies:** Roz Buchanan (RB).

1. Minutes of 14<sup>th</sup> July were approved.

2. Matters arising:

Lucy Meakin will be invited to join the group as she has volunteered to complete several tasks. **Action: GR**

Graham Hart-Ives will be invited to take on the green spaces work to be submitted to BBC. **Action: GR**

Paul Vann has kept GR informed about progress with superfast broadband. An update on this will be published in the next Stevington News.

3. Neighbourhood Plan Stage 2 event.

Due to Parish Council commitment which clashes with planned dates, it was agreed to put event back to **Wednesday, 30<sup>th</sup> September** and **Sunday, 4<sup>th</sup> October** provided Village Hall available.

**Action: LP rebook Village Hall. MM and HE to write article for Stevington News outlining progress and advertising Stage 2 event. AL prepare advert and flyers to promote Stage 2. GR to update expenditure to grants people.**

Need to develop objectives and draft policies for the event. Objectives will be derived from analyses of Launch event feedback comments. Draft policies flow from these with guidance from exemplar Neighbourhood Plans already approved. Objectives will be displayed on boards for village to provide comments and feedback to help ensure the NP is developing to meet village wishes.

**Action: AL prepare for Housing, Infrastructure and Business, LP prepare for Environment, Heritage and Community by 8<sup>th</sup> August. LP to speak to Sue Thornton to ask her to take on organisation of presentation boards and maps as at the Launch event.**

Display boards will include an introductory board reminding of progress from Launch event; 6 boards covering the 6 key topic areas; and the 'large map' with all sites submitted under the call for sites marked.

A brief presentation introducing Stage 2, with opportunities for people attending to ask questions of the SNWP members will be chaired by Paul O'Flynn, Chair of the Parish Council, and minuted by RB or her substitute. Steve Cole will be asked about recording this.

**Action: LP speak to Steve Cole; AL prepare information sheets to hand out to attendees. GR to finalise secretarial services.**

As previously, refreshments will be provided.

**Action: MM to organise drinks; MM, HE, LP plus co-opted volunteers to provide cakes and biscuits. LP to seek volunteers to serve drinks - suggested young villagers offered payment to assist.**



4. Following Stage 2, the NP questionnaire will be designed. Each questionnaire will have a unique number and people completing one will be asked to give their postcode. The questionnaire will be available online and in paper format, delivered to every household, in the Community Shop and included in Stevington News. Replies can be returned online, to the Community Shop or to any SNWP member.

4. Successful NPs which have been approved quickly have identified suitable sites and the number of houses which an area will accept. If residents suggest a site not submitted under the call for sites, the Parish Council can approach to landowner to discuss. A Village Design Policy which specifies a number of houses and the time period over which they are built is useful. This requires detailed research on the type, size and architecture of existing housing as the basis on which to develop the policy.

5. Green spaces will be designated within BBC's local plan. PO recommended putting as many green spaces in BBC local plan as possible and picking up additional sites within the NP. BBC are due to publish their green spaces methodology in September for comment by December. **This will include a new call for sites.** GR and PO to discuss this separately.

**Date of next meeting: Thursday, 3<sup>rd</sup> September at GR's house.**

Linda Penney

5<sup>th</sup> August 2015