



SHERFIELD ON LODDON PARISH COUNCIL

PLANNING SUB-COMMITTEE FOR THE NEIGHBOURHOOD PLAN

Minutes of PSCNP meeting held on 24th February 2015

Present – John Darker (Chairman), Natalie Lerner, Alan Ball, Bryan Jenkins, Pamela Darker, Sally Hennessey (item 1 only) and Peter Hayes (Minutes).

Apologies – Diana Effiong and Venetia Rowland (guest attendee).

1. Election of Chair

AB explained that owing to Bruce Batting's resignation, only 2 PC members remained on the PSCNP; SH as an ex-officio member was eligible to vote for the new Chair. JD was proposed by SH, seconded by AB and elected Chair. On behalf of the Committee JD thanked BB for his work and leadership; he indicated that BB would like to be kept in touch with NP developments.

2. Declaration of Interests form

AB said that BDBC had advised that PSCNP members should sign the DoI form and sign agreement to the Code of Conduct. BJ indicated that he was not happy with signing the DoI as the Committee played an advisory, not a decision-making role: it was down to the PC to decide what constituted vested interest. It was agreed that the structure of the Committee has now shifted to being a working group not a sub-committee and that this should be reflected in the group's designation. The paper signing was not needed and a request would go to the next Planning Committee to agree the revised status of this Committee.

3. Minutes of meeting of 20/1/15

The Minutes were accepted as an accurate record.

4. Matters arising

- i) Consultants and future bids: There was discussion as to who would support the work in a new grant: Alex Munro has already expressed an interest. It was decided that the areas needing support were help with policy writing and getting the language right; Strategic Environmental Assessment (if required); an affordable housing survey; reviewing the Plan as a whole. It was agreed that Brian Whiteley (PAE) would be approached to advise on these issues.
- ii) Housing survey. It was reported that HARAHA would only carry out an affordable housing survey (not a full one). To facilitate this, the current position of Sentinel, who had shown an interest in The Triangle during 2014 needed clarification. AB informed that the PC could not approach Sentinel; while the PSCNP could do so, it included PC members. It was decided that PH would contact Emma Clarke (BDBC) to advise on how to proceed.
- iii) Electronic communications: AB emphasised the need to maintain a single database for details of those interested in being consulted with. Mail Chimp will be used to



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manipulate the list and Survey Monkey utilised for short consultation questionnaires. VR will assist with this process.

- iv) Consulting with hard to reach groups. There had been a full programme of meetings with Village Hall user groups and others during January and February. It was agreed that these had been successful: people appreciated being asked for their involvement. Informal feedback showed a recognition that some development may have to happen; also concerns emerged about road safety issues and crossings. Consultation with young people would proceed via notices advertising an online questionnaire. There was a need to prepare a new NP display for the APM (10/4). JD will apply to the Planning Committee for funding for a prize draw (for young people completing the questionnaire) and for the display.
- v) Consulting with businesses. BJ tabled lists of local businesses which he had compiled. A questionnaire, with covering letter, would be posted to them once agreed. Sole traders (not on the lists) would be alerted through an advert. in the LVL (April edition) and would be asked to contact us.
- vi) Letter to landowners. BDBC will help to identify them through the Land Registry.

5. Project Plan

BJ reported that he had used content from Alex Munro to update the draft Neighbourhood Plan. Some re-allocation of roles was undertaken in the light of BB's resignation and revised target dates set eg in respect of the clarification of the Neighbourhood Area and BDBC Local Plan policies. 3 further appendices had been added. Target dates for a number of sub-tasks would be set at future meetings.

6. Future meeting dates

For Committee: 17th March; 1st April; 29th April; 19th May – all to start at 7.30 pm.

Annual Parish Meeting: 10th April.

Meeting with Sherborne St. John NP Committee: suggested date – 7th or 15th April.