



SHERFIELD ON LODDON PARISH COUNCIL

PLANNING SUB-COMMITTEE FOR THE NEIGHBOURHOOD PLAN

Minutes of PSCNP meeting held on 16th June 2014

Present - Bruce Batting (Chairman), John Darker, Bryan Jenkins, Natalie Larner and Peter Hayes (Minutes).

Apologies: Alan Ball, Kym Greener.

Consultant: Brian Whiteley (Planning Aid England).

1. **Introductions**

BB welcomed Brian Whiteley to his first meeting of the Committee.

2. **Minutes of last meeting: 15/5/14**

These were accepted as an accurate record.

3. **Brian Whiteley: Support from Locality**

BW started by recommending a number of useful planning documents: Neighbourhood Plans Road map Guide (Locality); 'Keeping it Simple' (Tony Burton); guidance from BDBC. He circulated a sheet – 'From the Ground Up' – which showed the numbers of NPs in progress across the country. 10 had been 'Made' (approved) and he has since sent a list of these Plans.

He explained the remit of Planning Aid England (PAE), which is to aid local people on planning matters; there are 12 consultants covering the country, with 2 in the S/E: Stella Scrivener and himself. He explained his own background in local authority development management: over 20 years. He (and other PAE volunteers, including Phil Turner) would be offering free advice to our team, but will not write the actual Plan. Support was likely to continue until March 2015 (possibly until after the election in May).

BW used a Power Point presentation (now sent to Committee members) to summarise the whole NP process. He suggested that there was no need for a long Plan eg Upper Eden had only 2-3 policies; but it would need references to planning documents and a consultation statement. He made the distinction between 'policies' and 'projects': policies go into the Plan; projects can be added at the end as part of a wider vision (eg Exeter St James).

4. **BW: questions and answers**

JD asked about a vision statement. BW said that this could be limited to 1-2 sentences eg for SoL: keep the nature and protect/enhance the character. There might be gradual expansion eg broadening the housing offer in a structured way. Objectives would be likely to include housing and green spaces. **BW said that he will work/report to BB.**

BJ queried the role of the other 2 consultants who would be offering specialist advice on parts of the Plan (see item 6). BJ said that he had produced a project plan which needed updating. BW advised on looking at the workload implications of the next 2 months and achieving clarity over steps needed. **BJ will send his Gantt chart to BW for feedback.**

In response to a further query from BJ, BW said that there was no document template as such, but it would be necessary to draw down documentation from BDBC as background evidence.



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JD asked about a housing needs analysis; BW suggested that this should be done by, in this case, BDBC. He added that you don't have to identify sites, but use policies instead.

5. Summary results of Questionnaire

BJ used a Power Point presentation similar to that he offered at the APM (9th May) – copies of the slides are available. Principal points included:

- 400 completed = 16% of those of voting age
- Variation in age profile of respondents: highest rates in village from those aged 60-69; in Taylor's Farm 30-39; in both areas the majority were female
- Preferred occupants of new homes: families with school age children: both areas
- High demand in TF for facilities not provided by the developer
- Additional views, village: A33 congestion; importance of strategic gap; preserve existing village boundaries; effects of Bramley developments on through traffic – these could help the vision statement
- Additional views, TF: TF bypass/link to Cufaude Lane; need for shop; problems of street parking.

BJ indicated that the histograms and text lists need to be analysed to extract key messages for the NP. **It was decided that the Forum (26th June) would decide on how best to report the questionnaire.**

6. Consultation and engagement issues

BW asked if shop owners had been consulted; NL said that they had been informed about the public sessions in February. Discussion followed on involving young people (including those under voting age). TF could use the community centre for this purpose. Ideas in the village included sessions in House 28 or asking Sherfield School to host an event for local schools. The housebound might also need special arrangements for consultation. **It was suggested that Sue Jobbins be approached to advise on these aspects of engagement.** BW informed that the Plan doesn't have to have photographic evidence of community engagement but that it would look good in the evidence base.

7. Timing of the Plan

JD queried the final stages of the Plan in the light of the Governance Review and possible re-designation of TF. BW suggested examination after the (May 15) election with referendum in July

8. Further action points

BW to advise on the project plan; BJ to send PDF of the Gantt chart to BW and SS
BJ to report to the Forum on the questionnaire results
PH to compile a list of consultation events
There will be a separate meeting on the vision and objectives

BB thanked BW for his contribution. No date was set for the next meeting.