

Pirton Neighbourhood Plan Steering Group

Minutes of the Meeting held on the 9 February 2015 in Pirton Village Hall

Members in attendance:

Diane Burleigh (Chair); Jonty Wild (Vice Chair); Gil Burleigh; Clive Millar; Ann Webb; Michael Goddard

The meeting welcomed new member Carol Ann McConnalogue nominated by the Pirton Parish Council.

Public participation: no members of the public were present.

1. Apologies for Absence

Apologies were received from Tom Gammell, Lorna Sexton and Nick Parkin

2. Declarations of interest

No declarations were made

3. Minutes of the meeting held on the 5 January 2015

These had not been completed yet by Tom Gammell, who resigned as secretary at the meeting in January. DB recapped briefly: most of the meeting had been devoted to Becky Lewis on the Questionnaire, followed by an opportunity for discussion and clarification of information with Becky. TG raised the need for a further meeting with Rachel Hoggar, and noted the SG may need professional help to draft the Neighbourhood Plan, which would require further grant funding. He also updated the meeting on the finances and produced copies of the latest spreadsheets. He would continue to follow up with Locality re grants, particularly for the Youth Questionnaire results. The working groups reported briefly, with nothing of particular note.

4. Matters arising and Actions Taken

The meeting asked for clarification re TG's position. DB agreed to speak to TG re Treasurers position; and to Peter Harding re Secretary, first checking that LS has not done so. If PH cannot assist, DB will advertise in the Parish Magazine.

JW will send a copy of the constitution and interest forms to CAM.

5. Forward Planning

Nothing to report.

6. Liaison with PPC/NHDC/other bodies

The meeting again thanked CAM for joining them. CAM and AW are working to improve communication between the SG and PPC. It was agreed that minutes, dates of meetings and other information should be copied on a

regular basis to the PPC Clerk. Other PPC members continue to be welcome to attend SG meetings.

DB reported on her meeting with Cllr David Levett. He had taken the time to come to her house to discuss primarily the neighbourhood plan issues. He had clearly informed himself before he meeting, and noted that a number of other parishes were now awaiting decisions on the NP Boundaries. DB's complaint that there was little enthusiasm or help to be had from the NHDC was noted; Mr Levett reported that other parishes had made the same observations to him. On the draft Local Plan itself, Mr Levett agreed that it was a very early stage draft; he noted that it did not contain a vision for North Herts as required by the National Planning Policy Framework. DB emphasised that the SG wanted to move ahead with better relations with the NHDC, and hoped Mr Levett would facilitate this.

The meeting asked for an update from Clare Skeels; DB will speak to her. She will liaise with TG re another session with Rachel Hoggar as the meeting felt it needed training and guidance to produce the draft Neighbourhood Plan, particularly in formulating Vision and Objectives. JW reported that he is collecting examples of policies from other Neighbourhood Plans, not for the SG to copy, but to learn about approach, articulation of policies and what sort of thing is acceptable to examiners.

JW raised the issue of the Community Infrastructure Levy, and whether the SG should now take a view on its usefulness to Pirton. DB agreed to do some research and write to the NHDC to find out where their thinking on CIL now is. JW has some information on the website.

DB will write also to our Councillors as well as NHDC officers to try to get a discussion going as quickly as possible on housing numbers in the light of the questionnaire results.

7. Working Group Reports

- a. *Communication and Website*: all working well. DB brought the meeting's attention to an email from NP re Linked In which AW will follow up.
- b. *Monitoring Report on Facebook etc*: AW and MG reported no problems and some lively usage. They will liaise with CAM to ensure clarity with the PPC about who is responsible for what information on each other's websites.
- c. *Evidence Base*: nothing to report.
- d. *Public consultation*: nothing to report
- e. *Community Assets*: JW produced a report arising from communications with Andrew Cavanagh of the NHDC, and containing the results of the consultation on CAs from July 2014. The meeting went through JW's list of proposed CAs, and agreed with his comments. This document will be circulated with the minutes. There was some lack of clarity on exactly the approach taken by the PPC to CAs. CAM will try to bring clarity for both PPC and SG.

- f. *Land Ownership etc*: There was considerable discussion about contacting Court Homes, and how much responsibility the SG should take for identifying other sites, given the results of the questionnaire. DB agreed to write now to Court Homes, to advise them of the questionnaire outcome and invite them to work with the SG to deliver what the community wants. Work to identify other sites will continue.
- g. *Environment and Heritage*: It was noted that letters had been drafted to English Heritage and Natural England and some others. MG suggested contacting the CPRE; and DB had further identified the Management Board for the Chilterns Area of Outstanding Natural Beauty.
- h. *Village Design and Parish Plan*: it was agreed that the meeting with Rachel Hoggar should look at how best to use these documents, given the amount of work that went in to them, and how well written they are.
- i. *Production of Neighbourhood Plan*: DB reported briefly on the work of the first meeting that had been mainly about the contents of the response on the Draft Local Plan. A note will be circulated with the minutes.

8. Finance Report

DB reported that TG had been in detailed correspondence with the PPC Clerk to finalise the accounts. There is a shortfall of slightly over £121 from the two Locality grants. He had also been in discussion with Locality re further grants; it is unlikely that anything more will be forthcoming until the new financial year, however TG is on their list if money becomes available earlier. The meeting expressed its concern at the delay for analysing the Youth Questionnaire, and noted the range of costs kindly produced by Becky Lewis. MG suggested DB approach the Rands Educational Trust. DB will write via MG.

9. Latest updates on Local Plan etc.

No one had anything to raise.

10. Date and time of Next Meeting

Monday 9 March.

11. AOB:

Nothing was raised.