

Neighbourhood Plan Steering Group Meeting

Parish Council Offices – Aston Clinton

30th Sep 2015 at 6.00pm

Present: Colin Read, Liz Tubb, Keith Loxley

In attendance: Jennifer Lampert, Elaine Barry (assistant Clerk and minute taker)

	ITEM	ACTION
1.	<p style="text-align: center;">Adoption of new members to the committee</p> <p>It was agreed that Peter was to be co-opted and a formal approach was to be made to Mike Osborn.</p> <p>Liz emailed both at the meeting.</p>	LT
2.	<p style="text-align: center;">Purpose of the meeting</p> <p>To sum up what has been done to date including Ed Peile’s analysis of the NHP launch public feedback and to look at the next steps including meeting with Sue Jobbins to discuss the Questionnaire and grant funding.</p>	
3.	<p style="text-align: center;">NHP launch</p> <p>The committee reported back to Jenny that the launch event had gone well but there was a concern on the turnout numbers, roughly 120 – 150 people, (5%) of the population. However, it was believed that this was average for this kind of event and Jenny pointed out the importance of it being the starting point of a continuing process.</p>	
4.	<p style="text-align: center;">Website</p> <p>Jenny suggested the following for the NHP website:</p> <ol style="list-style-type: none"> 1. Something along the lines of “Thank you very much to everybody who came along. We had a great time, we’ve had lots of feedback. We are analysing the information and will continue forward etc..” 2. Posting a copy of the information from the display boards. 3. and “do feel free to keep commenting” <p>ACTION: CR to get in touch with Mervyn to organise.</p>	CR/Mervyn
5.	<p style="text-align: center;">Feedback from Ed Piele</p> <p>It was noted how much work Ed had put into the analysis and what a good job he had done.</p> <p>ACTION: Jenny suggested that the next steps for the group would be to go through and either agree or comment on the information provided by Ed.</p> <p>CR questioned whether there was a need to have a meeting re the above before meeting Sue as the plan was to meet with Sue next week. Jenny clarified that the meeting with Sue could still happen regardless.</p> <p>Jenny also pointed out that there is a need to clarify what are the facts under each subject heading before moving on to developing the questionnaire.</p>	Steering Committee

6.	<p style="text-align: center;">Evidence based topics and fact finding</p> <p>The discussion moved on to how the evidence based topics were going. There had been no progress on this to date. Alec had resigned and trying to get more people involved was proving difficult. It was discussed whether the committee should try getting unrelated people involved and it was decided that this was a good idea. Ideally people who already had a particular interest/knowledge of specific topics. It was AGREED that everyone should reach out to their network of contacts for volunteers.</p> <p>JL pointed out that before going to the general community we need to have an idea of where we are to date. This needs to be done through a fact finding mission..</p>	All
7.	<p style="text-align: center;">Housing</p> <p>Housing was discussed at length and JL advised on the following points:</p> <ul style="list-style-type: none"> • Before going back to the village, gather the evidence and facts and background on the housing situation. This could be broken down into: <ul style="list-style-type: none"> ○ General description of how many homes, where they are, what they are like. The needs and issues of the people in the village - A descriptive commentary of the housing situation in the village. ○ Also look at the affordable needs situation which may mean going back to the council for some of the information relating to this. ○ Include a short potted history of the village and its growth to date. LT volunteered to put together a history of the last few years. • As of a certain day, could be end of Oct for example, we will need to have a list of where we are. • In terms of the NHP it was noted that nothing could be done about those developments that have already been approved. Those that have not yet been approved would be a different matter. Also there is a question mark over any that might be, for example, under review, such as the proposed building of 95 dwellings at College Rd South & Brook Street. The shape of housing for the future as laid down in the NHP will be dependent on where we are at, what is in the pipeline and all the other influencing factors such as leisure, environment etc. • From here you can start to understand what we are trying to achieve with the rest of the community which will lead into the questionnaire survey. • Useful to have a chair person on housing – nothing formal because you want other people to come and help you as it is too big a topic for one person to do. <p>After questions from the committee of whether we needed to start meeting more people for evidence gathering (in particular in respect to housing), JL suggested calling a working party, covering evidence based topics, to identify how we go about finding the information and who we got to for it. Then work out a plan of action.</p>	LT
8.	<p style="text-align: center;">Topics in general</p> <p>The discussion then moved on to the topics in general and the cross links between topics. JL highlighted the need to start identifying what bits of knowledge we want answers to under the different topics.</p> <p>JL will be doing a policy review giving background and update on where AVDC is with their plan. She will also be adding an aid de memoir saying what are the SHLAA sites, where is your lobbying where is the application.</p>	JL

	<p>JL identified that she felt her role with the committee, other than the policy review, was to liaise with the housing people about the bits of planning she knows about, to work out what we ask the council for and to work with everybody else who is looking at background to the topics.</p> <p>Although Sue would be talking about grant funding in the next meeting, JL made a couple of suggestions:</p> <ol style="list-style-type: none"> 1. Maybe apply for a grant for several workshops on evidence gathering, specifically with your volunteers as you have identified a need. 2. You may want to employ a consultant to liaise with the housing group on specific planning and jargonistic elements of it but it is still important to get volunteers to provide the background/description. <p>KL suggested that the committee needed a complete audit trail on everything they do.</p> <p>JL re-iterating that it is important to have different people focusing on different areas/topics otherwise it could become overwhelming.</p>	
9.	<p style="text-align: center;">Sub category - traffic</p> <p>Village traffic reports were discussed along with the question of whether to commission an independent traffic survey for the NHP. JL advised that if the decision was to do so, and the funds were available, then it would be in the remit of the committee to do so. Although she stressed the need to be specific on why commissioning reports might be required in order to justify it. Lack of decent traffic reports in regard to schooling was discussed and JL brought it to the attention of the committee that the teachers of the school usually hold reports on these issues.</p>	
10.	<p style="text-align: center;">Environment</p> <p>Seeking expert advice and the need for commissioning reports on ecological issues were discussed. JL advised that if you are thinking of proposing or objecting to a particular site you do have the right to commission a specialist person or appraisal.</p> <p>Green Park and the view from Aston Clinton Park were discussed and the fact that most people see the park and the views to the Chilterns as sacrosanct. The land is currently owned by BCC so is feared to be at potential risk of development. The feeling was that it would be important to seek professional advice from a landscape specialist and that this would form part of the argument for why it should be protected.</p>	
11.	<p style="text-align: center;">Next steps</p> <p>JL Suggested the following ACTIONS:</p> <ul style="list-style-type: none"> • Look at the headings and find somebody to be in charge of the research • Do as much research as possible in October and November • Need to get moving as questionnaire needs to be out in January • Start putting information together and keep sending to JL • Arrange to meet with Sue ASAP to discuss grants and questionnaire • Soon after have a meeting with all • Need to find a number of volunteers to get involved – up to 10 people <ul style="list-style-type: none"> ○ Advertise on website ○ Reach out to network of contacts 	<p style="text-align: center;">CR</p> <p style="text-align: center;">Mervyn All</p>

	<ul style="list-style-type: none"> ○ Approach some of the people who provided feedback at the launch ● Allocate topics to people and announce who will be doing what ASAP ● KL to take on footpaths ● JL will feedback next week, remotely, what she thinks the sub headings are ● Set up a system to co-ordinate everyone's findings/questions for JL and feedback to her in order for her to contact the relevant bodies, on behalf of the committee. ● Liz volunteered to write a piece based on Ed's information on housing to send to JL. ● JL to speak to Sue either tomorrow or early part of next week ● Approach the head teacher at the school for fact finding on topics to do with the school/education ● Liz will talk to the chair of the Anthony Hall pre-school playgroup <p>Immediate Next steps:</p> <ol style="list-style-type: none"> 1. Meet with Sue 2. Identify people to help with the different topics. 3. Arrange meeting with all for after meeting with Sue <p>Dates: JL is available after 20th LT will be away 23/10 – 28/10 and then 31/10 for 8 days</p> <p>Meeting ended at 7pm</p>	<p>KL JL</p> <p>LT</p> <p>JL</p> <p>LT</p>
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