

Minutes of the Neighbourhood Plan Steering Group (NPSG)

Virtual Meeting via Zoom on Monday 29th March at 7.30pm

Present: NPSG Members: Alison Alexander (Chair), Mike Loverock, Cheryl Loverock, Ian Catherall, Andrew Mogford, Bruce Thorogood, Tom Lowry and Ed Vidler

Attending: Karen Smith (Clerk)
and 1 Member of the Public

1) Parishioners Time

Nothing raised.

2) Apologies

None. It was confirmed that Chris Timpson has left the group and Ed has joined.

3) The minutes from the last meeting on 09/03/21 were approved.

4) Matters Arising

An additional edit to an earlier section was required – Section 2.9 required the £500k average stated to be updated with £373,208 as referred to in Section 4.3.

5) Declaration of Interests and Dispensations relating to particular Sites

- Alison Alexander (Chair) declared a financial interest in Site 8.
- Ian Catherall declared a financial interest in Site 4.
- Tom Lowry declared a personal, non pecuniary, interest in Site 21.
- Bruce Thorogood declared a personal interest in Site 13, being his next neighbour; also in Site 8, being across the road (non visual); and also in Site 10, being across the valley (visual).

6) Finance

- Chris will now finalise the End of Year Grant Return in respect of NPG-11730 and the Clerk will ensure that monies unspent are returned to Locality.
- Chris will hand over management of the Grant Process to Ed Vidler.
- As indicated last meeting, the next six months tranche of Grant should be applied for in April to cover the process to Plan submission.

7) Healthy Communities and Business & Enterprise policies

Sections 3 and 5 of the Plan were discussed by the group line by line and the draft plan document was edited live accordingly.

The following points/actions were noted:

- Staverton Parish should have a capital 'P' – Plan to be checked for consistency

- Under 'Local Green Spaces' Alison to add list – to include Wildlife Area, Riverside Walk, Wolston Green triangle. It was agreed not to include the two playing fields, nor the allotments.
- A map identifying the location of these 'Local Green Spaces' is required
- Section 5.3 – the Census Results need updating. **Mike to take forward via SHDC.**
- The list of businesses for the Appendix needs revisiting. **Mike to research and update.**
- Section 5.4 – Parish Survey figures need adding
- SNP5 1) text to be put into bullet point list
- Expansion of any existing business should meet the same criteria set out in the Plan as a new business – repeated use of the word 'new' was removed
- Alison still to clarify with Lee regarding the Connectivity Statement, but it was agreed to remove SNP6 2) altogether as it relates to housing.
- A stronger mention of support for the Yurts Scheme to be considered.

8) Correspondence

- 5 landowners emailed a response to the recent Landowners' Update and 1 responded by phone - **Alison will circulate email responses around the group.**
- Ian updated on a verbal conversation with a Staverton landowner who confirmed he had not put his site forward this time due to uplift clauses.
- Following discussion of Lee's email regarding formatting the Plan, it was agreed to approach SHDC Design for costs and sample. **Alison to take forward.**

9) Date & form of next meeting – Tuesday 20th April 7.30pm via Zoom.

- Preparation for next meeting – look at the list of things to do (Lee email); and the Plan Introduction
- Alison to compile documentation and send around NPSG via WeTransfer.

Meeting closed 9.30pm

Karen Smith, Clerk