

CLIPSTON PARISH COUNCIL

Minutes of a Neighbourhood Development Plan Meeting held on Wednesday, 1st December 2016.

CLIPSTON VILLAGE HALL, 6.30pm

Minutes taken by Felicity Ryan, Clerk/RFO.

Contact : clerk@clipstonparishcouncil.org c/o 3 Skippons Court, Naseby NN6 6DT/ 01604 740429

Present : Councillors. R Burnham (Chairman), A Price, P Booker,

Attendees : 6 members of the public were present along with Gary Kirk from 'Your Locale'

Apologies : J Oldershaw, M Gowling

1. Welcome and Introduction

- Cllr Burnham welcomed everyone to the meeting. The purpose of the meeting was to formulate a plan with the members of the steering committee to begin a Neighbourhood Development Plan ('NDP') group for Clipston.

2. Presentation by Gary Kirk of Your Locale

- Your Locale is a planning consultancy with the sole remit to work with Parish and Town Councils.
- The NDP can complement the Village Design Statement.
- The purpose is not to block development but to shape it and gather evidence about the type of housing required.
- Grant funding is available until 2018 from the locality for £9000 with a possible £10,000 from Lottery funding.
- It can cover :-
 - Housing
 - Affordable housing
 - Site allocations
 - Set development rates
 - Design Guide
 - Business community e.g home working
 - Areas of open space
 - Areas of separation between villages
 - Developer contributions for play areas/open space
 - Contributions to school
 - Transport/Parking standards/Traffic Management Solutions

The Process :-

- Area designation could take up to six weeks
- The steering group should be a mixture of Councillors and members of the public.
- The NDP group should be a steering group appointed by the Parish Council.

ACTION : Clerk to formulate set up

- Locality funding needs to be spent by the end of the financial year in which it is applied. Will be drawn down in 2/3 tranches
Gathering the detail :-
- There should be an open event to gather data, share the vision.
- Theme groups to drill into detail and gather evidence
- Drafting the policies
- Writing the plan
- Further open event
- Parish Council sign off
- Regulation 14 Consultation
Submitting the NDP
- Publication from Local Authority
- Independent examination
- Referendum
- The NDP is then made and has statutory force

Points to note:

- Daventry has a 5 year Land supply
- The NDP cannot tackle County or Strategic Issues
- Clipston has more detached, bigger houses on average in the County

Gary Kirk left the meeting.

3. Appointment of Chairman and Vice-Chairman

It was **RESOLVED** to appoint Robert Burnham as Chairman for the NDP steering group.

4. Ground rules for meetings

- The NDP group should be appointed by the Parish Council. **ACTION : Clerk to formulate**
- It should be fully minuted and publicised. **ACTION : Clerk to send Cllr Price sample of Standing Orders for meetings.**

5. Action Plan

- Determination Parish Boundaries. **ACTION : Cllr Burnham/Clerk to look for plan used in relation to Village Design Statement**
- Secure data sharing was discussed.
- Areas of expertise were noted as follows :-
 Planning and Development – Pam Booker, Nick Carr, David Wilford
 Technical/Building/Architectural/ - Paul Hooper, Pam Booker
 Wildlife/Conservation – Stephen Woodgate
 Landscaping, Open spaces, views and environment – Paul Hooper, Nick Carr, David Wragg
 History of Settlement –
 Drafting of documents – David Wragg
 Financial – Clerk liaise with Anthony Price in consultation with DDC

- It was **RESOLVED** to conduct a village walk
- All members were encouraged to read the Village Design Statement
- **ACTION : Clerk to contact Your Locale for a quote**
- Involving community :- Questionnaires, Open Day, Community Groups
- Questionnaires to be delivered by hand, on website, noticeboard, delivered with Courier.

6. Next meeting

ACTION : To agree a plan designating the NDP area which is to be submitted to DDC.

ACTION : Proposed appointment of experts . Clerk to contact Kirkwells and another consultant recommended by DDC to quote

ACTION : Date for village Walk

ACTION : List of phone numbers, e mail addresses and skills database to be compiled

It was **RESOLVED** to appoint Planning Consultants following designation.

Date of next meeting 10th January , 7pm, Clipston Village Hall

Meeting Closed 8.25pm