

Stoneleigh and Ashow Neighbourhood Plan Advisory Committee meeting

19 December 2022

Agenda

In attendance; Gary Kirk (Yourlocale), Richard Hancox, John Astle, Diana Jack, Sophie Matthews, Anthony Bianco, Diane Gray and Becky Maoudis (clerk)

1. Apologies
Apologies received from Lucia Rolli.
2. Declarations of Interest
No declarations of interest.
3. Neighbourhood planning – Process and YourLocale role
GK provided attendees with a brief overview of the Neighbourhood planning process and confirmed that any recommendations made will be fed back for the Parish Council to make a decision on. Notes/minutes are a good idea.
4. Draft Terms of Reference
They are standard Terms of Reference (ToR) which have evolved over several years. The process needs to be appropriate and open to scrutiny. It means that the advisory meetings are open to the public. We want to avoid the plan being made and then a developer deciding that due process hasn't been followed and the plan being invalidated.

All members of the PC can be part of the advisory committee. Meetings can be face to face or remotely. We need to publicise the meetings in the same way that we advertise the PC meetings. RH suggested alternating the meetings remote/face to face.

RH asked if members were happy with the ToR. Members agreed to adopt the ToR for the advisory committee.

5. Draft programme
The indicative plan is only a flavour of what needs doing and when. No strict timescales. Plan generally takes 18 months. Quite often at the hands of other people, the last six months will be determined by the local authority. Parish Council part takes approximately 12 months. A lot of activity will take place in the Spring. Hopefully the open event will bring volunteers to join the development of the NPD.

If an SEA is needed it could add an extra 6-9 months onto the overall timescale of the plan. It is not likely to be needed, it is determined by the LA.

Every comment must be recorded and whether the plan will change as a consequence and if not, why not. The plan then gets sent to the district council. They will validate it, arrange another 6-week consultation, send all comments to an independent examiner (which we have the right of veto), there will be minor changes and then WDC will organise a

referendum, run like an election. The plan will pass or fail based on a majority, has to be more than 50%. The average turnout is 40% with the average yes vote standing at 97%.

6. Funding

We are currently waiting on our designated status being confirmed by WDC. Localities have asked us to get confirmation that our November 2014 designation still stands.

Localities require resolution with the designation before the funding will go ahead. GK happy to advise BM about next steps regarding localities. Monks Kirby were awarded funding before being designated.

7. Next Steps

a) Vision Statement

The broad vision is a general view of how the Parish will look in 10 years' time. It will start as a broad vision, to a set of policies that will bring it all together.

As part of introduction work, we will gather some socio-economic data, including a housing assessment. We also need to consider whether to have a questionnaire, it's a good way to get people engaged and get involved. Focus groups can also be a good way of getting people involved, without the commitment of regular meetings.

Before the next meeting two or three members to get together and think of a vision statement. GK will send through some examples to RH and BM. Think about what the Parish will look like once the plan has been in operation for some time, our vision should reflect that.

b) Questionnaire

Worth doing but needs to be more engaging, maybe with the offer of a prize. GK to send example questionnaires. Electronic questionnaires are a much more efficient way of doing things. It may diminish numbers of responses but is more cost effective.

c) Logo

This could involve local school children to create a motif for the document. RH suggested that we could run a photo competition. GK said it is not an important part but if there are any budding graphic in the villages, they could get involved.

d) Land ownership

We need to know who owns the land and it's good to start giving some thought to that as we need to engage with these people. We need to identify all landowners so that we can contact them to tell them that we are designating the land for various purposes. Especially important with the land around the edges of the village. Villagers are very good at knowing who owns land. GK a map of the whole of the parish in A0 size would be beneficial. WDC will be able to provide them. Would be good for the open event to have the map. AB – we have 82 listed buildings in Stoneleigh. Stoneleigh History Society have a plan of the buildings.

e) Local Stakeholders

Need to identify stakeholders, alongside statutory stakeholders (GK to advise).

We should inform the charities of the village too.

f) Communications (internal and external)

We can keep residents informed through a variety of ways, newsletters, social media, and PC meetings. A constant drip feed is a good way of keeping the community informed. With regards to internal communications, it is important to keep GK informed.

g) History of Parish

Photographs and a brief history is essential especially to the examiner. It needs to be no more than 2 pages. Would be a good idea to approach the local history groups.

h) Open Event

GK – suggest having an open event to show people what is involved. It can often make it more appealing. They may relate to the wildlife aspect or historic building aspect of the plan.

At some point we will establish theme groups, such as environment and housing. They will be closed meetings and would benefit from more members.

There will be a section on business development which is where we would include Stoneleigh Park and Stoneleigh Deer Park. The remit of the plan will determine the design code of new buildings and what type of commercial development is granted approval. We will need to assert ourselves with the local commercial properties such as the sewage works, Stoneleigh Park and the two golf courses in the Parish.

The theme groups are where we will break off into smaller groups (5 or 6) to look at different areas. The meetings will be facilitated by a representative from YourLocale.

Agenda item for next meeting. We have an active village hall so would be useful to get a date booked in quickly. Often a Saturday morning works well. Agreed that we do an open event at both Ashow and Stoneleigh due to the distance between the villages. Would ideally like to do the events on the same day. BM to make tentative booking for Ashow Club and Stoneleigh Village Hall on a Saturday. GK suggest 2 hours Stoneleigh and 1-hour Ashow. Stoneleigh 10-12am and 1-2.30pm Ashow. BM to check availability of both clubs for 4th (ideally) or 18th March 2023.

8. Date of future meeting(s)

Monday 23rd January 2023 at 7pm.