

**IVINGHOE PARISH NEIGHBOURHOOD DEVELOPMENT PLAN
STEERING GROUP MEETING**

24th OCTOBER 2016, CRABTREE FARMHOUSE

MINUTES

Present: Richard Freeman (Chair), Sheena Bexson, Stephen Booth, Rikki Harrington, Malcolm Stubbs

1) Introduction

Richard confirmed that an update has been submitted to The Ivinghoe Beacon magazine.

2) Minutes of last meeting/action log

The date of next meeting should have read Monday 24th October.

Stephen, Malcolm and Sheena have contacted several land owners who were visited to discuss land availability in order to tell them the outcome, and will contact the remainder by the end of October (before the magazine comes out).

Action Log M12 5.2. Rikki will send the title of an environmental document to Malcolm to add to the evidence documents list. Malcolm will forward the list to Richard for incorporation into the report.

Action: Rikki, Malcolm, Richard

Action Log M13 3.1. Sheena will forward missing minutes to Stephen for the web site.

Action: Sheena. Stephen

Action Log M13 5.4. Malcolm will write an addition to the section on how the Plan was developed explaining the late notification of the requirement to allocate sites.

Action: Malcolm

3) VALP timetable

Sheena reported that David Broadley had provided the following information on the VALP timetable.

October to early-December: All further and amended evidence including housing needs and capacity completed. VALP Proposed Submission version prepared.

December: All evidence published and VALP Scrutiny and Cabinet consider the VALP Proposed Submission Plan.

Mid-January: Full Council consider/agree VALP Proposed Submission.

January to March: Minimum 6 weeks' consultation.

March: The Plan, submission documents and comments sent to Government.

Spring/Summer: Examination.

End of Summer: Inspector's report.

Autumn: Modifications or Plan adoption.

Assuming the VALP timetable stands, it was agreed that the IPNDP timetable should be:
End of December: Draft completed.

January: Submit to Parish Council for consideration at its February 7th meeting.
February to April: Consultation.

Action: All

4) Additional actions for a site-led plan

Sheena will check further about the requirement for Strategic Environmental Assessments for the allocated sites, how to go about organising these and the extent to which AVDC can help.

Action: Sheena

5) Draft plan

Richard has cut-in Sheena's sections on policies that are defensible and deliverable. Richard will look through the Plan again and consider whether the latest version of the Stanwick Plan has useful ideas. He will circulate to all by 31st October.

Action: Richard

6) Next steps

The issue of allocating sites in the Parish in addition to those in Ivinghoe will be revisited once the outcome relating to the proposed Ivinghoe allocations is known (December). Malcolm feels strongly that housing requirements should be applied to the Parish as a whole in order that brown-field sites take priority over green-field sites. Richard suggested that sites elsewhere may best be left to the usual planning process and be seen as windfall, because so many potential brown-field sites are available in Ivinghoe Aston and it would be very difficult to prioritise.

The Plan needs to be checked to ensure that it still complies with the Vision Statement.

Consideration should be given of the need for an Executive Summary.

7) Any other business

There was no further business.

8) Next meeting

Wednesday 9th November 10am Crabtree Farm to consider maps and photographs. Prior to 9th November Richard will circulate possible dates for the next full meeting.

Action: Richard

Thanks to Sheena for her hospitality.

Minutes prepared by Rikki.