

**Minutes of the Clipston Neighbourhood Plan Advisory Committee held on 18<sup>th</sup> September 2018**  
**CLIPSTON VILLAGE HALL, 7.30pm**

Minutes taken by Felicity Ryan, Clerk/RFO.

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

**Attendees:** R Burnham (Chair), S Woodgate, A Price, J Oldershaw, D Wragg, M Clarke, J Tyson, P Hooper, D Wilford, G Kirk (Your Locale) D Doran (Your Locale)

**91. Apologies for Absence:** None received

**92. Declarations of Interest :** None declared

**93. Approval of Minutes from the meeting held 19<sup>th</sup> July 2018:** It was **RESOLVED** to sign the minutes as a true copy of that meeting, save that on page 2 DEF was to be changed to DFD. **ACTION : Clerk to amend.**

**94. Open Forum:** No members of the public present

**95. Grant application update:** A grant application was submitted to Groundwork UK for an additional grant of £6800. An e mail was received on receipt of the application to confirm that AECOM would be able to undertake part of the work at no cost. Committee members agreed to continue with Your Locale to provide all of the work in order to provide consistency. Locality, the Grant providers, were agreeable to this course of action.

**96. Housing Theme Group Update :**

- The first draft of the village confine plan has been completed. Some areas of the village have been excluded on the recommendation of DDC e.g houses on the southern side of the brook, some paddocks and gardens and Marecroft. The former was excluded as it was visually separate from the village and the latter due to the fact it was an affordable housing site.
- Landowners' map has been prepared and completed.
- A Site Assessment Process has been agreed with Your Locale tailored to Clipston's requirements.
- The letter and enclosures to be sent to landowners have been approved and are in the process of being delivered. The date for return of the questionnaire is set as 9<sup>th</sup> October 2018. The Your Locale site assessment process will then be undertaken on receipt of the questionnaires. Liaison with DDC will be carried out via the process. A notice is to be placed on the noticeboard and website to advertise the call for sites.  
**ACTION : Clerk to arrange. AP to circulate form of letter as confidential to committee members.**
- D Doran spoke regarding the need to include the site at Naseby Road/Gold Street in the 'call for sites' even though the site was subject to planning application DA/2018/0560 to which Clipston Parish Council had objected. The letter to Hatton Build Limited (the proprietor) included an additional letter to explain the above. A Price read out the letter to the Committee.
- The timescale for completion will also depend on the environmental theme group work as part of the two group's works are intertwined.

### 97. Environmental Theme Group update :

- The environmental inventory was ongoing and had been 60% completed. The Village Design statement was also now being examined by the group. John of Your Locale will moderate and adjust scores to cover the areas. Aim to be completed by the end of September.
- There are current gaps in knowledge of SSI's and wildlife specific to Clipston. SW and DW to utilise local people for knowledge in these areas.
- The environment group believe the environmental issues such as global warming and flood risk should be given high priority in the overall completed Plan.
- At present the chapter is around 50% completed but by the end of September they will be around 90% complete.
- Once completed the chapters should be sent to GK to collate and standardise ideally before the end of November.

### 98. Circulation of Theme Group's minutes to the Advisory Committee

- It was **RESOLVED** for Theme Groups to circulate via the Clerk for distribution.  
**ACTION : Clerk to circulate.**

### 99. AOB

- G Kirk spoke regarding the finalisation of the document and the following stages needed in order to complete the plan:
- The submission of documents (aim by the end of November)
- Open Event
- Letters to be sent to statutory undertakers
- End of Regulation 14 period – send out to group to consider any issues
- Plan sent to examiner
- DDC regulation 14 and regulation 16 (executive summary to be given for publication)

### Finance summary

IN		OUT	
£4800	1/11/17	£3000.00	1/8/18
£10,000	11/5/18	£1800.00	1/8/18
£6800	TBC	£3840.00	7/3/18
		£1920.00	3/1/18

The Clerk asked GK for a summary of anticipated costs for the Parish Council budget to be prepared. **ACTION : GK**

**Date of next meeting 27<sup>th</sup> November 2018**

**Meeting Closed 8.52 pm**