



## MILBORNE ST ANDREW NEIGHBOURHOOD PLAN WORKING PARTY

### MEETING HELD ON 5<sup>th</sup> JANUARY 2017 IN THE VILLAGE HALL COMMITTEE ROOM

No. 27

1. Present: Mike Brown (MB), Georgina Carrington, Sue Cherry (SC), Susan Gould (SG), David Gould (DG), Ronald Hogg (RH), Richard MacNair (RM), Quentin Miller (QM), and Jo Witherden (JW).  
Apologies received from: Michael Hopper (MH) and Pam Shults (PS).
2. The Minutes of Meeting No. 26 of the 8th December 2016 was approved with no amendments. Thank you to SC for taking the minutes for SG.
3. Matters Arising (and not on Agenda) - None
4. There was a Declarations of Interest from QM regarding certain sites registered on "call for sites"
5. Walkabout, the purpose of this site check is for us to take photos and identify any possible issues/constraints/opportunities. SG has emailed or posted letters to all who expressed an interest in developing their land. This will take place, weather permitting, on Sundays 15<sup>th</sup> and 29<sup>th</sup> of January 2017.
  - a. JW presented a village map with the areas put forward highlighted and including marked IOWA (Important Open and Wooded Areas)
  - b. QM to be nominated photographer
  - c. JW and others to fill in pre-prepared forms covering headline points to be taken into consideration.
  - d. Meet in Sports Club car park (if permission gained from chair) 9.30am on 15<sup>th</sup> Jan; meet in Pub car park (if permission gained from pub) 9.30am on 29<sup>th</sup> Jan.
  - e. On the day: JW will provide enlarged map for each plot, also a map with archaeological sites and listed buildings (constraints).
6. Transport Research
  - a. Concern was expressed about the cost of this and whether or not it was needed, bearing in mind there is not a bottomless pit of funding. JW said that there is £9000 available for each NPG, so it is unlikely that we will run out of money based on what we have already claimed.
  - b. As regards the need for this report, the question was asked if DCC could assist in information gathering. Unfortunately the Transport Department has been disbanded to save money. So is it needed? The responses from the Questionnaire repeatedly expressed concern about parking, speed, safe crossing and narrow footpaths. Several of the sites to be visited about a road.
  - c. Consensus of group indicated that we need some sort of Transport Research, but that it should be done after the sites assessment, where a more specific brief would be possible. Also we would try and gain a second quote to ensure that the price is competitive.
  - d. Due to the decision in c, JW suggested that any grant application should be based on the April onward window.
7. Reporter Article – suggestion from JW, a photo competition of best views around the MSA Parish, winner to have photo on front cover of final Neighbourhood Plan. Page to also include information about walking sites, although the article has to be written before the site visits, and Reporter will be in houses just before or on the 2<sup>nd</sup> site visit.
8. Any other business
  - a. Chair – MH has requested to stand down from the position of Chair due to personal circumstances, although he will remain on the NPG. After discussion, JW has offered to run the meetings only, with RM standing in when she cannot attend, this will include delegating tasks to the whole group. The group have undertaken to support JW and RM in this.

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- b. Is there any money available from NDDC? JW – the funds given were used for the NP Link, Nick Cardnell. When the money ran out, his contract was terminated.
  - c. Flood Letter – GC has put together and sent a comprehensive letter outlining our policy, asking advice about its validity, and listing other measures we feel appropriate. It asked for guidance and suggestions. It is hoped we receive a prompt response. GC was thanked for an excellent communication.
  - d. MSA Surgery – PS has spoken to the Practice Manager about any relocation. Whilst they recognise that they need more space, there is no funding to purchase any land. However they would appreciate the NPG highlighting possible sites in the village. SG to contact the practice manager to give a little guidance on site size, issues (like slopes) and facilities.
  - e. Parking Report – RH has been having difficulties disseminating the number of parking spaces from a confusing guideline book. There is guidelines for 5 houses or less, but none for higher numbers. RM advised to use numbers from Questionnaire and base the policy on that.
  - f. JW was asked whether the group are half way through the NP process. It was pointed out that we are coming to the end of the beginning; the very large area of research and questioning is nearly at an end, with the sites visits and associated analysis being the culmination of this. JW will produce a “to do list” of those tasks we have yet to do after the sites analysis.
  - g. JW should be free enough to carry out the SEA (Strategic Environment Assessment) after February.
  - h. SC asked if, when we present our draft policy for examination, the examiner physically comes to look at the village to ascertain proof of statements. JW said that after reading the draft, it is usual for them to make an individual assessment.
  - i. JW will contact County Highways to ask their views on accessibility to those sites put forward before we complete the sites surveys.
9. The meeting closed at 8.50 pm. The next meeting will be 2<sup>nd</sup> February 2017, where the majority of the evening will be reserved for sites feedback.