

SHIPLEY NEIGHBOURHOOD PLAN
Steering Group Meeting
Monday 23rd April 2018 at 7:30pm, Coolham Village Hall

MINUTES

1. Those Present and Apologies

Nicky Wiltshire (Chair - NW)	Nigel Jupp (NJ)
Jo Nunn (JN)	Ginny De Zoete
Lee Lovett (LL)	Gordon Lindsay (GL)
Marilyn Osbourne (MO)	Charlie Eustace (CE)
Charles Coombe-Tennant (CCT)	

Apologies – Paul Richards, Amanda Jupp, Stephen Roggendorff, Gill Hood, Nigel King-Tours, Mark Beckett,

2. **Members of the Public** – no members of the public were present.
3. **The minutes of the last meeting** of the 26th March 2018 were read and approved.
4. **Review of outstanding actions** – there were no outstanding actions to review.
5. **Update on the draft Plan from Troy Planning** – NW advised that a positive response had been received from Troy following our feedback on the draft plan. Troy advised the Neighbourhood Plan will not revoke the 2013 Design Statement. They advised that it would form evidence to the Plan, helping to underpin the policies in it.
- GL contacted Barbara Childs, Head of Strategic Planning at HDC for advice and received confirmation that the Design Statement would not need amending if it is NPPF compliant and supports policies in our Plan. It was suggested we meet with Norman Kwan at HDC to discuss the detail further.
- ACTION: NW and PR to liaise with Norman Kwan**
It was suggested that we make the Design Statement and Appendix to the main Plan.
- ACTION: NW to locate online copy of Design Statement**
NW highlighted matters arising that required action, in Troy's response to the feedback we submitted on the draft plan.
- a) Local Green spaces – Troy advised that we need to consult with owners of any private land identified.
- ACTION – NW to liaise with PR and Parish Council to agree approach**
- b) Local bus service – Troy have suggested they re-phrase wording to state that the bus service was cut, but that we would like to work with District/County Councils to reintroduce a service
- ACTION – NW to liaise with Parish Council to obtain a view on this**
- c) Foreword from the Steering Committee to be included in the Plan. Troy will insert a holding page until they receive our draft.

ACTION – NW to draft Foreword and circulate to committee for comment.

d) Troy confirmed that Village Halls and other iconic buildings could be noted within the Plan as community assets.

ACTION – NW to liaise with PR to obtain list of village halls / iconic buildings, where they are and how they are currently used. Also details of the local pubs and any B&B's

6. **Local Plan Review – comments for consultation** – NW directed committee members to the current consultation on the 'Local Plan Review Issues and Options – Employment, Tourism and Sustainable Rural Development April 2018' issued by HDC.

JN highlighted the need to include a note in our Plan stating the requirement for no development to take place on green land on the edge of Secondary Settlements.

ACTION - NW to advise Troy for inclusion in the Plan and to gain their advice on whether this has an impact on Housing policies within the Plan

NJ noted that HDC had highlighted industrial development at Buck Barn and directed committee members to the plan map within the consultation document.

NJ requested that NW re-send links to relevant pages in the consultation document for the committee ease of reference.

ACTION – NW to re-send email dated 6th April

ACTION – NW to check whether Parish Council would like us to comment on Consultation documentation their behalf.

7. **Review of Project Plan and Troy Schedule of Work** – NW advised that the Project Plan remained on track. NJ requested that the Project Plan be circulated with the Agenda and minutes going forward.

ACTION – NW/PR – copy of the Project Plan to be circulated with the Agenda and Minutes for the next meeting going forward.

8. **Review of Budget** – PR to provide update at next meeting.

9. **AOB** – Notification had been received following an article appearing in the press in relation to a consultation on changes to the National Planning Policy Framework. The pertinent content is in relation to the timeframe for protection of Neighbourhood Plans.

ACTION – NJ to ascertain further information on this

10. **Next meeting** – 21st May 2018 at Coolham Village Hall

Meeting closed at 20.07 pm.