

SHIPLEY NEIGHBOURHOOD PLAN  
Steering Committee Meeting  
Monday 27<sup>th</sup> February 2017

Minutes

**Those Present**

Sarah Bulmer, Tim Bulmer, Gill Hood, Jo Nunn, Charles Coombe-Tennant, Ginny de Zoete, Stephen Roggendorff, Lee Lovett, Nigel King –Tours, Amanda Jupp

**Apologies**

Mark Beckett, Nigel Jupp, Thomas Hayes, Gordon Lindsay

**The minutes of the last meeting** were read and approved by the committee

**NHP Survey**

The committee went over the draft copy of the survey and made the following amendments –

The *age range question/boxes* – additional tick box added to cover all possible age ranges

Correction to Shipley Football Pitch – to Shipley Football *Ground*

Questions on *road safety* were amended to *include the provision of a comments box*.

In the section concerning the number of households – the wording to be changed to include the *increase of 96 households being 6 per year since 2001* for clarity and to give a sense of proportion.

The words *low cost* removed from option/tick box ‘Low cost rental properties under private ownership’ in section What Type(s) of Development Would You Like To See Built.....

The word *these* was replaced by the word *any* in section Where Do You Think These Dwellings Should Be Built? Also in this section an additional tick box for *Agricultural Land* was added as well as an additional *comments box* for further specific information to be included.

In the *Business Survey* section two questions were removed as they were considered intrusive and not relevant.

The word *offices* was replaced by the word *premises* to make the question more inclusive.

On the question regarding *business expansion* the tick boxes were amended to *Inside Parish* and *Outside Parish* clarity.

The date for return of the survey was selected - 4<sup>th</sup> April 2017

The Clerk for the Parish Council's address was added as the return address ( also to be printed on the return envelopes to be distributed with the survey.)

**All these amendments were voted on by the committee and agreed unanimously.**

Sarah to amend the survey and email it out to the committee for approval (by 3<sup>rd</sup> March) before liaising with the printer.

Committee to fold/prepare surveys at the next meeting ready for distribution. The survey to be distributed by the 21<sup>st</sup> March to allow a 2 week period before the return date of the 4<sup>th</sup> April.

### **Call For Sites**

Sarah to ask Paul (Clerk to the Parish Council) to publish Call for Sites letter on the parish website and public noticeboards at the same time as the survey is distributed . This will help with the timescale of the plan whilst allowing for the correct amount of time required/allowed for people to respond.

Notices also to be put in Parish Magazine and any local publications as appropriate to maximise opportunity for proposed sites to be put forward.

### **A.O.B.**

**1.**A fee proposal has been received from TROY (Navigus).

As the fees seemed substantially higher than the original proposal it was decided that the committee should choose carefully which tasks were to be undertaken by the consultants. Initially the following tasks were chosen from the proposal –

Numbers 2 / 4 / 5 / 8 / 9 and 10.

Tasks no 11 and onwards to be decided in due course. **A vote was taken and the committee agreed unanimously.**

**2.**Sarah to pass this information on to the Parish Council. Also an email to be sent to Norman Kwan (NHP Planning Office HDC) with the fee proposal and the committee's decision on the tasks asking for his opinion.

**3.**The committee agreed that ultimately the financial responsibility for the Neighbourhood Plan rested with the Parish Council.

**4.**Following recent approaches made by the solicitor of a local developer the committee reiterated that absolutely no contact/meeting or discussion should be undertaken, about or with, any potential individuals/developers as this may jeopardise our Neighbourhood Plan.

**A vote was taken and the committee agreed unanimously.**

Sarah to pass this information on to the Parish Council.

Sarah to forward the email regarding the Thakeham plan.

Jo and Sarah to liaise in confirming the booking of the hall for the next meeting.

**Next meeting 13<sup>th</sup> March at Coolham Village Hall. 7.30pm.**