

## **Sturton Ward Neighbourhood Planning - Steering Group Minutes**

Wednesday 31/10/18

**Present:** Alan Guest (in the chair), Cllrs Colin Keyworth, Judith Goacher, Brian Marchant, Alan Boxall, residents and members of the Steering Committee also present  
Sara Stilliard (minute taker)

NB: Alan Boxall and Charlotte Overend are now representing North Leverton although Malcolm Ferguson will remain on the steering committee

**Apologies:** Luke Brown and Will Wilson from BDC sent their apologies as did Charlotte Overend

**Guest speaker:** Mr Bob Kendall from Mattersey Neighbourhood planning

### **Minutes from Steering Group meeting held on 06/09/18**

The minutes were signed off by the Chair as a true record of the meeting

### **Matters Arising from the previous meeting**

AECOM is working on the Housing Needs Assessment although this has to fit with BDC's local plan relating to housing numbers - this will be published in January 2019, so we are not pushing AECOM to finalise their work until early in the New Year

The call for potential development sites is now closed. There were some late entries following the Public Meeting in October and there is a meeting between Sturton representatives and the Foljambe estate agent (Stutt and Parker) on 20<sup>th</sup> November to discuss what would be beneficial for Sturton village re their land.

*'The Sturton Ward Neighbourhood Forum'* is the legal name now adopted by the meeting for the group

### **Report from Mattersey NP Group**

Bob Kendall - the Chair of both Mattersey PC and the NP Steering Group - kindly presented to the meeting Mattersey's experience in calling for and processing potential development sites. The Mattersey draft plan was submitted to BDC in early August of this year. The plan includes Mattersey Thorpe and the 2 villages together have about 350 houses. There were 10/12 people in their steering group including land owners.

The group decided to ask residents where they thought housing / small businesses should be sited in the village, rather than call for sites from landowners, and this process started in April 2016. 23 sites were put forward and between April – December BDC and statutory consultees (e.g. Highways) undertook an initial scan of the sites to assess their suitability i.e. were they in a flood or conservation area. Following this there was another public consultation and residents were asked to give their top 3 sites and bottom 3 sites having considered all the comments from consultees.

A third consultation was held in April 2017 to consider the 15 sites which remained and BDC conducted a more detailed assessment of these regarding housing numbers and styles and what made sense for the village overall - the primary school is currently underpopulated and as a static village it is not being fed – residents do not want to lose their school so new family houses were desirable for example.

Following this 12 sites reached majority approval and it was considered that they would pass a referendum stage. From this long list 8 sites were finally approved on the basis that they achieved a balance of roadside sites; they had majority approval from residents and the landowners were prepared to release the land for

development. Of these 8 sites 5 have subsequently received planning permission for houses of the type and style specified by the NP.

At all stages of the process there was complete transparency and consultation with residents – no decisions were taken by the Steering Group alone. All the steering group meetings were open and all analysis was published and at each decision point there was a public meeting (5 in total during the process). Publicity was achieved via resident e-mails and hand delivery of notifications to those with no e-mail address with insertions in all local press / newsletters / notice boards etc.

Collection of resident postcodes was considered to be very important throughout the process so that it was clear where the votes are coming from within villages. In Sturton Ward's case this may also be important to ensure a spread of voting within villages i.e. not just Hablesthorpe or North Wheatley for example.

Evidence of the 'rejection of sites' where this was the case helped to keep rogue developers at bay and there were enough sites to deliver the required number of houses for the villages. There is a PDF document on the BDC Neighbourhood planning web site which contains every document produced by Mattersey Steering Group which can be used as reference. **Action Alan Boxall to compile everything from the Sturton Ward NP process in the same way.**

Alan Guest thanked Bob Kendall very much for his time and he left the meeting at this point.

### **Housing Needs Assessment**

ACOM are working on this – details have been circulated to members of the Steering Committee. This should be done for each village separately. **Action Alan to convey this to AECOM**

### **Site Submissions**

A good number of potential sites have been submitted, ranging from conversions of barns and one house infill sites to large pieces of land which could accommodate up to 54 houses – enough to deliver the likely required housing numbers. Voting on suitable sites will obviously be by village i.e. only the residents of each village will vote for the sites within their village.

### **Potential Conflicts of Interest**

Those with a conflict of interest would include:-

- The owner of a site submission
- The close neighbour to a piece of land submitted as a potential site
- Those with any financial interest in a piece of land submitted as a potential site

It is proposed that at the start of every meeting any declarations of interest are announced as per a PC meeting and these will be minuted. Those with a conflict of interest can contribute to the discussion but will not have a vote.

### **Character assessment**

Helen Metcalfe has suggested a person to undertake this work – Gary Hall. We will need to apply for a £10k grant to cover the cost of this across 3 villages. A meeting with Helen is scheduled on 8<sup>th</sup> November to complete the relevant grant forms. Wheatley PC will submit it and be the holder of the funds if successful. A character assessment should be done for each village individually since they have quite different characters.

### **Review of existing Neighbourhood Plan**

Work has started on this – divided between the villages by Cllr Marchant. It will be ongoing but needs to keep up with the BDC Local Plan delivery.

### **AOB**

Transparent and regular communication to all residents is very important to this process and this will be a key and enduring agenda point for all Steering Group meetings from now – along with a review of the finances to ensure good budgeting etc. **Action Alan Guest**

Need to agree what is published where and when, for example the minutes of all steering group meetings could go into the Clays Contact and the North Leverton newsletter and onto the village web sites / parish notice boards / post office and shop etc etc.

Mr Bruce Herrington kindly volunteered to be responsible for the publicity as above **Action Bruce Herrington**

BDC has offered to supply A1 and A3 sized maps for the parishes – **Action each village to let Alan Guest know how many of which size they require**

### **Date of Next Meeting:**

Wednesday 5<sup>th</sup> December at 7.00 pm in North Leverton Methodist Church