

Sturton Ward Neighbourhood Forum - Steering Group Minutes

Wednesday April 3rd 2019

Present: Alan Guest (in the chair), Will Wilson (BDC); Cllrs Colin Keyworth; Charlotte Wright; Gordon White; Phil Appleyard; Peter Warburton plus residents and members of the Steering Committee representing their PCs

Sara Stilliard (minute taker)

Guest: None

Public Forum – no comments

1. Apologies for absence: Steve Moir; Judith Goacher; Bevan Adams, Alan Boxall and Sharon Rowlands sent their apologies

2. Declaration of Interest or Conflicts of Interest: none at this stage

3. Chairman's remarks on the agenda: none

4. Minutes from Steering Group meeting held on 07/03/19

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

5. Matters Arising from the minutes – not on the agenda

None

6. Report from Consultants / BDC

BDC has made amends to the Parish Council site maps and these have been circulated. North Leverton Steering Group is meeting on April 8th to confirm the amends and the Chair will wait until then before sending all the amends to AECOM. The County Council has commented on the NL footpaths and these are to be noted on the Site Map prior to any Public Consultation **Action NL Steering Group**

7. Mapping of Developments since January 2011/15

Cllr White has downloaded all the North Leverton Planning Applications and will review them at the meeting on April 8th and send results to the Chair. **Action Cllr White**

8. Site Assessments / public consultations

The draft report from AECOM is expected now at the end of April. The Chair has confirmed that all sites will be presented but some will have the comment appended 'likely to be rejected' because it is outside the village envelope for example, however if the Steering Groups disagree with this they can revert to AECOM with a request for a more detailed assessment. In the new BDC Local Plan village envelopes are no longer being applied anyway so this may not be a good reason to reject a site.

It is likely that the adopted Neighbourhood Plan will be reviewed every 3 years so any sites which are not developed by then could allow other windfall sites to be developed.

As a result of the delay to the Site Assessment report there will need to be revised dates for Public Consultations to allow the Steering Groups and PCs to consider the report. Dates at the end of June / early July will be considered as follows:-

W/c 24th June for Sturton and Wheatley **Action Cllr Wright and Marchant to check on Village Hall availability**

W/c 1st July for North Leverton **Action Mike Vessey to check Church Hall availability**

The PCs and Steering groups want to see any BDC publicity material before it is presented to residents.

Action Will Wilson to make this available at the June Steering Group meeting so it can be looked at prior to the Public Consultations

The Public Consultation will be open for a period after the events and forms will also be available on the web sites to allow public comment. The public will be encouraged to add their thoughts on what type of house should go on each site and why. BDC has a frequently asked question document which will help with the design of this feedback form **Action Will Wilson to circulate it and Bruce Herrington to add to the pro forma already on the website**

Completed feedback forms will be sent to the Data Protection Officer in each Parish for collation

9. Extent of Single Occupancy dwellings

Action Clerk to remove this from the agenda now since the work has been done

10. Housing needs assessment

Technical errors in the AECOM report have been identified in the word version which do not appear in the electronic version. There are also cut and paste errors for which AECOM has apologised and these have now been corrected.

The Chair has received comments on the report from Sturton. Wheatley believes that it should be up to the village residents to make their views known, for example the report should not dictate that no 4 bed houses are required. North Leverton group is still looking at it and Cllr White has found some NL specific stats which are currently missing such as the amount of social housing in the village and private rented housing (rental data does not include social rented housing). AECOM has also been in touch with A1 housing regarding social housing in the Ward **Action Cllr White to send NL's comments to the Chair for onward distribution to AECOM**

Action Chair to circulate the revised draft when available

11. Character assessment

The Design Codes technical support package has been awarded via AECOM. Cllrs Marchant, White and the Chair to brief AECOM on what is required for each village i.e. the type and style of houses and the density for each village. **Action Cllr Marchant, White and Chair**

Action Will Wilson to provide their guidelines on average housing density for rural areas

12. Review of Existing Neighbourhood Plan

Alan had circulated the original list of who agreed to do what and will send a reminder **Action Alan**

13. Publicity

Following the agreed Public Consultation dates a time line for publicity can be formalise **Action Bruce Herrington to do this and alert the media re the insertions of adverts etc re the Public Consultations in early May and the costs of these**

Also since there is a delay it was considered prudent to put an update in Clays Contact and the North Leverton newsletter to keep residents informed of what is happening. **Action Bruce to pen this for review by Cllr Marchant and the Chair**

14. Financial matters

All costs have been extracted up to end March 2019. **Alan will submit the return to Groundwork UK for auditing.**

The remaining money does not have to be returned so it can be used for the new financial year. Alan has prepared a new forecast spend and circulated it to the group for comment. An additional £5,000 is needed to complete the project in 2019/20 with more money allocated to Stage 5 & 6 plan revisions, advertising in local press; leafleting residents; printing reports and hire of village halls. **Action Alan to apply for the additional monies**

15. Planning for future actions

These actions will feed into the budget which Alan is preparing for the financial year 2019/20
Alan has circulated a time line to all and received no comments. **Action Alan to send to Cllr White and Peter Warburton who have recently joined the committee**

16. Correspondence

None

17. AOB

The BDC conservation team requested any photographs of the Old Vicarage in North Leverton. **Action Mike Vessey to investigate the archives and why it might have been demolished and forward to Will Wilson**

The Chair was asked what AECOM stood for and whilst he cannot spell out the acronym it is the name of a consultancy company contracted by "Locality" to produce reports for Neighbourhood Planning groups. Locality is a government department.

18. Date of next 2 meetings

May 22nd at Wheatley Village Hall at 7 pm **Action Charlotte Wright to change the date of the hall booking from May 30th**

June 12th at Sturton le Steeple Village Hall at 7 pm **Action Cllr Marchant to book the hall**