

**MINUTES OF MEETING NO 41
OF THE BOURTON NEIGHBOURHOOD PLANNING GROUP
HELD AT SANDWAYS FARM AT 7.30pm ON MONDAY 3rd AUGUST 2015**

Present: M Withers, P Withers, P Overington, G Overington, A Scott, D Scott,
N Hall, B Martin

Apologies: F Gillett

15.93 Minutes of Meeting No 40

These were accepted as a true record

15.94 Matters Arising

Item 15.84 DS suggested that the comments on Liz Beth's initial site selection report needed to be reviewed by the Group as a whole to ensure that all aspects under consideration were taken into account.

MW had contacted the two consultants and Liz Beth had contacted Natural England. However, their comments were not encouraging and it seems that we will have to prepare initial site surveys. DS had received reasonable quotations to carry out this work.

PW had made contact with Sport England in order to establish their standards for recreation and open space and these would be used to further validate the amount of amenity land which we are seeking as part of the new village hall site.

MW had contacted NDDC and Nick Cardnell is asking their Development Management team and the County's Highways Department if all the short-listed sites are suitable for development.

Item 15.85 BM had amended the latest version of the NP and sent it to group members and MW had written to all landowners of potential Local GreenSpaces.

DS had reviewed the non-planning proposals arising from the NP questionnaires and sent them to group members. **BM** suggested that this review should be attached as an appendix to the NP and agreed to take the action. MW asked that something be added regarding allotments.

Item 15.88 **MW/GO** were still to prepare a new programme as part of a new funding bid and complete the necessary bid forms.

15.95 Declarations of Interest

NH as a member of the VHMC. MW/PW as neighbours of the VHMC's preferred site for a new village hall.

15.96 SA/SEA Report

MW thought that, having looked through Liz Beth's (LB) proposed work, the only major area not covered by her or other consultants was the writing up of the SEA Report itself. Following a conversation with LB, she said she hoped that we could get help with this from AECOM through a technical support package that may be available with the extra funding. She had spoken to Dave Chandler of AECOM who thought that we may qualify on the basis that our NP was providing more new housing than was being asked for in the emerging Local Plan.

It was agreed that this is an area to discuss with her at a face-to-face meeting which is to be arranged by **MW**. If this support is not available as a support package then we may have to commission AECOM separately to do the Report and make an allowance in our budget as part of our funding bid.

MW had looked at the template for preparing a SEA Report and he felt that this was definitely something that the group would not be able to do on its own. MW asked everyone (**ALL**) to research online to try to find SEA reports in other NPs. This subject would be raised at the meeting with LB.

In respect of habitat surveys of the short-listed new village hall sites, it was agreed that LB would be asked to get in touch with DS's contact (Paul Diamond of Ecological Surveys, Dorset), who might carry out the initial surveys, to check if they would meet the requirements of Natural England. Before these surveys could be carried out, the landowners must be asked for their permission (**MW/PW**).

It was agreed that, before the surveys were carried out, **DS** would contact the Dorset Environmental Records Centre (DERC) and collect all the necessary information required prior to the site surveys. It was also agreed that, where it was known, the surveys would only cover those parts of the sites which are intended to be allocated for the new village hall development, car parking and amenity land. **BM** would try to adapt the information he had and produce plans showing the relevant areas.

15.97 Neighbourhood Plan

Discussions took place about a suitable photo for the front cover of the Plan and PO provided a number of alternatives. After much discussion it was agreed that PO would amend and produce three of the better photos for distribution to the group who would then decide which they preferred.

Looking at the text of the draft plan, it was agreed that BM would prepare an amendment to Para 6.1.1 Housing, to include the fact that we are proposing more than the required amount of housing than is requested in the emerging Local Plan to assist with the new village hall proposals. He would circulate this for comment before amending the draft version.

In respect of the proposed “Green Fingers” **DS** would prepare a definition for inclusion either in the Policy or the Justification and circulate to the group for comment.

BM had prepared some maps which, it was proposed, should be included in the Plan and comments were sought from the group once these had been incorporated in the next version of the Plan which **BM** would prepare and circulate.

15.98 Basic Conditions Statement

This was going to be prepared by LB as part of her quoted work.

15.99 Consultation Statement

A draft existed which was being updated constantly. LB would be looking this over during the Reg 14 Consultation stage.

15.100 Programme

MW/GO to prepare this as part of the new funding bid. This would also be discussed with LB at the future meeting.

15.101 Budget/Funding

MW/GO to complete bid forms with LB. The group suggested some amendments to the draft budget MW had circulated.

15.102 Communications

The group thought that the right time to inform the village of progress was when there had been a conclusion of the site selection process. Otherwise, monthly reports to the Parish Council and the posting of these on village notice boards, along with publication of PC and NPG minutes on the village website, was thought to be sufficient.

15.103 Any Other Business

At the request of BM, **PW** agreed to check with NDDC that it was acceptable to upload NP information onto NDDC maps for publication in the Plan.

15.104 Date of Next Meeting

This has been arranged for Monday 7th September at Sandways Farm at 7.30pm.

Neighbourhood Planning Group - Action List from Meeting No 41

Item 15.94 **BM** to create an appendix to the NP containing the non-planning proposals arising from the review of questionnaires.

Item 15.96 **MW** to arrange a meeting with Liz Beth to discuss the writing up of the SEA Report. **ALL** group members to research online to try to find SEA reports in other NPs.

Landowners of the NVH candidate sites to be asked for their permission to carry out initial habitat surveys (**MW/PW**). **BM** to adapt the information he has and produce plans showing the relevant areas which are intended to be allocated for the new village hall development, car parking and amenity land.

DS to contact the Dorset Environmental Records Centre (DERC) and collect all the necessary information required prior to the site surveys.

Item 15.97 **DS** to prepare a definition of “Green Fingers” for inclusion either in the Policy or the Justification and circulate to the group for comment.

BM to circulate prepared maps which, it was proposed, should be included in the Plan. **ALL** group members to comment once these have been incorporated in the next version of the Plan.

Item 15.101 **MW/GO** to prepare a new programme as part of a new funding bid and complete the necessary bid forms.

Item 15.103 **PW** agreed to check with NDDC that it was acceptable to upload NP information onto NDDC maps for publication in the Plan.