

**MINUTES OF MEETING NO 45
OF THE BOURTON NEIGHBOURHOOD PLANNING GROUP
HELD AT SANDWAYS FARM AT 7.30pm ON THURSDAY 28th JANUARY 2016**

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

Apologies: F Gillett.

16.001 Minutes of Meetings 43 & 44

The Minutes of Meeting 43 were accepted as a true record.
It was agreed that the Minutes of Meeting 44 should be amended by DS and re-presented.

16.002 Matters Arising

All outstanding actions had been taken or were agenda items to be discussed.

16.003 Declarations of Interest

NH as a member of the VHMC. MW/PW as neighbours of one of the two proposed sites for the new village hall.

16.004 SA/SEA Report

Due to the sudden illness of AECOM representative Alex White, a colleague (Nick Chisholm-Batten) had taken over the technical support package to complete the SEA Report. This can be done as soon as the site selection decision has been made and the Site Selection Report completed. This is programmed for the end of February 2016.

16.005 Site Selection Report

MW reported that the PC had decided to set up a Commercial Working Group (CWG) to study the financial aspects relating to the two sites, which had been recommended by the NPG, and to report back to the Parish Council (PC). It currently comprises an independent chairman, Mike Chapman, and representatives from the PC, VHMC and NPG.

The initial advice from Liz Beth is that the workings of the CWG and the NPG must be totally separated and that the NPG should go forward with the draft NP, including the two-site option as previously reported to the PC. She has said that she will complete the Site Selection Report after the meeting with Nicola Laszlo at NDDC on Monday 1st February when it was expected that NDDC would confirm that her initial advice was correct. She would plan to complete her report by the end of February 2016. NDDC would then discuss both schemes with the landowners and will take full account of resident's views (via the PC)

before deciding on the preferred scheme. NDDC will assist the NPG in the wording of the Policy within the draft NP.

16.006 Neighbourhood Plan

BM confirmed that the latest iteration of the NP was Version 16a, dated 1 Dec 15. He reported that the following work was needed to complete the draft Plan:

1. **BM** to amend some of the maps following discussions between MW, BM and NDDC.
2. **PO/NH** to select photographs to support the text and enhance the NP.
3. **BM** to amend the NP text to take account of the adoption by NDDC of their new Local Plan.
4. **BM** to incorporate the decision on the new village hall site selection, along with the associated policy, which was to be addressed by **MW** and coordinated with Nicola Laszlo, Liz Beth and AECOM.

16.007 Basic Conditions Statement

Liz Beth has confirmed that she will be writing this by the end of May as per the revised overall programme.

16.008 Consultation Statement

This cannot be completed until after Reg 14 Consultation has taken place. Liz Beth has agreed to look at **PW**'s draft and **PO** has offered to assist in its preparation.

16.009 Programme

Following further discussions with the CWG and Liz Beth, and taking into account the interruptions brought about by changes to the original process, the projected programme for the completion of the NP is now as follows:

1. Complete Site Selection Report – end of February 2016.
2. Complete SEA Report - end of February 2016.
3. Begin Consultation Statement – February 2016.
4. Submit draft NP to PC for approval – possibly March PC meeting.
5. Submit draft NP to NDDC – end of March 2016.
6. Public Consultation period (Reg 14 - 6 weeks) – mid May 2016.
7. Consider responses and make amendments – end of May 2016.
8. Complete Consultation Statement with table of comments and responses from consultation – end of May 2016.
9. Complete Basic Conditions Statement – end of May 2016.
10. Submit draft NP to NDDC with Statements – beginning June 2016.
11. NDDC appoint examiner ready to start after the Reg 16 consultation.
12. 6-week consultation period (Reg 16) – to end of July 2016.

- 13.Examiner's Report – September 2016.
- 14.NDDC organise Referendum – November 2016.
- 15.NDDC adopt NP – December 2016/ January 2017.

16.010 Budget/Funding

There was nothing further to report on budgets but MW said he had received information on a further tranche of Government funding available from March/April this year for up to £6,000. The current funding ends at the end of March and he will prepare a further application for funding to complete the NP work. It will first be necessary for **MW/GO** to complete a final report on funding/spending to date.

16.011 Communications

The group discussed whether or not it was appropriate to provide some follow up information to the village following the flyer and presentation on site selection. It was decided that the necessary updates are now available on the PC minutes and through the CWG reports and that the next event which should be notified to residents will probably be in February 2016 when the NP is submitted for Reg 14 consultation.

16.012 Any Other Business

NH raised a point about the photographs to be added to the draft NP document. It was agreed that he and PO would get together and provide a proposal for the next NPG meeting.

16.013 Date of Next Meeting

This has been arranged for Thursday 25th February at 7.30pm at Sandways Farm.

Neighbourhood Planning Group – Action List from Meeting 45

Item 16.006 BM to amend some of the NP maps following discussions between **MW**, **BM** and **NDDC**.

PO/NH to select photographs for the NP to support the text and enhance the product.

BM to amend the NP text to take account of the adoption by **NDDC** of their new Local Plan.

BM to incorporate the decision on the new village hall site selection, along with the associated policy.

MW to coordinate site selection policy with Nicola Laszlo, Liz Beth and

AECOM.

Item 16.008 PW to complete the Consultation Statement after Reg 14 Consultation has taken place. Liz Beth has agreed to look at PW's draft and **PO** has offered to assist in its preparation.

Item 16.010 MW to prepare a further application for funding to complete the NP work. **MW/GO** to complete a final report on funding/spending to date.