

**Aston Rowant Neighbourhood Plan
Steering Group Meeting
12 June 2018 7:30pm
Kingston Blount Village Hall**

	Minutes	Actions by
1.	<p><u>Introductions</u></p> <p><u>Present</u></p> <ul style="list-style-type: none"> • Mark Thackeray, Mark Jones, Paul Overton, Steven Sowerby, Tim Sloane, Guy Cunningham. <p><u>Apologies</u></p> <ul style="list-style-type: none"> • Peter Tinson, Jeanette Ewan, Andy Green, Kathi Davis, Richard Lockwood, Debbie Chaplin, Paul Fincken <p><u>Visitors</u></p> <ul style="list-style-type: none"> • None 	
2.	<p><u>Minutes of the previous meeting</u></p> <ul style="list-style-type: none"> • May 8th 2018 minutes were amended and accepted, to be placed on website. 	JE / MJ
3.	<p><u>Declaration of Interest</u></p> <ul style="list-style-type: none"> • Declarations of interest were expressed in respect of Site 26 (SS), Sites 4 and 5 (TS) and Sites 14 and 30 (MJ). They consequently took no part in discussions pertaining to those sites. 	
4.	<p><u>Planning Applications</u></p> <ul style="list-style-type: none"> • SS reported that the Hill Cottage application had been deferred by SODC on 23rd May for a site visit and that it would be reconsidered in due course; • SS reported on an application for a boundary wall to a property on the B4009 at AR – agreed that it has no bearing on the NP; • SS reported that the application for the development of the “Donkey Paddock” at KB would be considered by ARPC on 13 June. 	
5.	<p><u>Update from SODC and AECOM</u></p> <ul style="list-style-type: none"> • MT reported that, subject to outstanding consultations SODC had confirmed that an SEA would not be required for the ARNP – agreed that the final report should be condensed for inclusion as a couple of paragraphs in the NP and that the full report would be included as an Appendix • MT reported on a telephone discussion with AECOM regarding their Housing Need Assessment, the format of the assessment as agreed and the anticipated timetable which would see the report done in the next two weeks. • Red Site Assessment – discussion took place on the preliminary findings received from AECOM on 8th June. The draft assessment was agreed in respect of sites 2, 3, 6, 7, 9, 23, 24, 33 and 40. It was further agreed that, with regard to sites 18, 21, 26, 27 and 34, a “red” assessment was preferable, and for site 38 an “amber” assessment was more appropriate. • Agreed that all AECOM “red” sites should be accepted as such and excluded from NP housing policies without specific reference as being inappropriate. In due course, “availability” tests should be applied to “green” and “amber” sites only. 	<p>RL to precis the final report.</p> <p>MT to liaise with AECOM over next steps and relevant text updates.</p>
6.	<p><u>Writing the Neighbourhood Plan - Update</u></p> <ul style="list-style-type: none"> • Historical Background – draft produced by DC to be expanded to include more on the history of the Paddocks in KB, including a policy, with Appendices to itemise Listed Buildings and Conservation Areas. 	MT/DC/AG

	<ul style="list-style-type: none"> Demographics – draft produced by SS to be reviewed and expanded to include relevant tables as an Appendix and to co-ordinate text with Housing Need assessment from AECOM. Consultation Document – ongoing updates. Action Plan – deferred. Green Spaces – draft prepared by MT agreed in principle. To be reviewed to make sure that the text is user-friendly. Draft policies to be submitted to RR at SODC for comment. Tables and Maps – feedback from TS/GC to be reviewed 	SS AG/PO PT MT All
7.	<u>Timetable</u> <ul style="list-style-type: none"> Current timetable agreed. Constant review and update for website, notice boards and AR Village Fete. Agreed that 30th June be identified as an appropriate target date for a draft submission of the ARNP to RR 	MT MT
8.	<u>Communication</u> AR Village Fete – agreed that there should be a NP table at the fete on 8 July, to be staffed for short periods by all available members of the SG. . Request access to old photos from residents. <ul style="list-style-type: none"> Timetable to be produced to show residents how and when progress is being made Parish Notes – MT confirmed submission for next edition KBAR – timetable to be published on KBAR Website – MJ confirmed that all was now well with access to and updating of website. Minutes of NPSG to be on PC web-page rather than NP page, at the request of the PC. Stakeholders – deferred. List of interested groups, bodies, employers to be produced 	All (not MT/PO – any others?) MT MT PT / MT
9.	<u>Any Other Business</u> <ul style="list-style-type: none"> SS noted that, in addressing SODC with regard to current planning applications, he would advise members of the anticipated timescale. MT advised as to his holiday plans – agreed that the July meeting should be postponed from 10th to 17th July. Check on availability of room. Agreed that there should still be a meeting in August, in order to maintain momentum 	PT

Next Meeting: 17th July, 7:30pm at Kingston Blount Village Hall