

**Aston Rowant Neighbourhood Plan
Steering Group Meeting
9th October 2018 7:30pm
Kingston Blount Village Hall**

	Minutes	Actions
1.	<p><u>Introductions</u> <u>Present</u></p> <ul style="list-style-type: none"> • Mark Thackeray, Jeanette Ewen, Andy Green, Steve Sowerby, Richard Lockwood, Tim Sloane, Mark Jones, Paul Overton, Peter Tinson, Kathi Davis Guy Cunningham <p><u>Apologies</u></p> <ul style="list-style-type: none"> • Paul Fincken, Debbie Chaplin, 	
2.	<p><u>Declaration of Interest</u> No general declaration by all present however members aware that as items arise declarations should be made if parties may have an interest</p>	
3.	<p><u>Minutes of the previous September meeting</u> Accepted as accurate</p>	
	<p style="text-align: center;"><u>AOB</u></p> <p>A complaint supplemented by Counsel advice was received by both SODC and the Parish Council that a) questions a number of procedural aspects of the creation of the plan and b) raises questions about the objectivity of some members of the steering group. The chair of the Neighbourhood Plan Steering Group and Cllr. Tinson refuted the points made in the complaint in a meeting with SODC representatives but recognise that some are a matter of legal opinion. We have been advised that we should not proceed to the consultation until SODC have themselves sought legal advice on the claims made. This is expected to take a further two or three weeks meaning that the earliest the plan can be presented to the Parish Council will be November.</p>	
4.	<p><u>Matters arising</u></p> <ul style="list-style-type: none"> • 3 replies out of 5 have now been received regarding availability. Reminders will be sent. <p>Feed back from Ricardo regarding the draft plan:</p> <ul style="list-style-type: none"> • SODC feel that the range of policies submitted in the plan aimed to protect open and green spaces are short on evidence, and suggest that a Character /Landscape assessment is needed. MT has investigated potential assessors. Locality will provide funds initially of £9000 and MT has secured some initial quotes within this budget based on work completed for other Neighbourhood Plans. Important that assessment is produced within a targeted 4-week timeline. This assessment will be added as an appendix and referenced in the document. • Agreed that the security of funds is established before commissioning the work. <p>AECOM assessment report has been shared with Parish Council and feedback</p> <ul style="list-style-type: none"> • Pages missing – 5 sites missing. • Members of PC met with district councilor L Lloyd who reported that they were confused about the criteria used by AECOM • Ricardo has asked for another meeting to possibly discuss above • Need more transparency/clarity regarding AECOM's process in selecting suitable sites 	<p>MT to send reminders</p> <p>MT delegated to make decision about best value assessor with speed prioritised and apply for grant money.</p> <p>MT to meet with Ricardo to check that the AECOM assessments are robust MT also to discuss process</p>

		with AECOM
5.	<p>Approval of changes to the plan</p> <p>Draft plan version 7 is now in Drop Box and agreed to date Mark to add pictures to this version Outstanding items</p> <ul style="list-style-type: none"> • Final AECOM report • Housing Needs Survey • Character/Landscape assessment • Map production • Photos • List of missing appendices PO <p>Working party to meet 6th November to review the updates to the plan</p>	
6.	<p>Consultation Process</p> <p>Realistically latter part of Nov/Dec and probably 8 week window November meeting to finalise time line for public meetings and displays Public to be consulted about future Action Plan with any money that will allocated to Parish Council</p>	
7.	<p>Approval of Summary brochure</p> <p>Back on agenda for November meeting Quote received of £378 400 copies</p>	RL to circulate draft
8.	<p>Any other business</p> <ul style="list-style-type: none"> • Update on planning <ul style="list-style-type: none"> Rectory Home is live Deadline for Kingston Stert October 16th Hill Cottage track has commenced The Barns Conversion to be resubmitted Application for Windrush has been withdrawn • PC have submitted a rejection to St Johns Homes based on sustainability • PC preparing a proposal outlining a transparent decision-making process regarding planning so that the public understand the process more clearly. 	

Next Business Meeting: 13th November 2018, 7:30pm at Kingston Blount Village Hall