

## **EAST MEON NEIGHBOURHOOD PLAN (EMNP)**

### **Steering Group Meeting No.5 – 07/05/14**

#### **Attendees:**

- George Bartlett – Built Development Team Lead
- Brian Biggs – EMNP Steering Group Chair and Parish Councillor
- Cenna Collett – Landscape Assessment Joint Lead
- Alan Redpath - Chairman of the Parish Council
- Joe Selby – Village Design Statement Lead and Parish Councillor
- Philippa Tyrwhitt-Drake –Vice-Chair of the Parish Council
- Chris Warren (part time)– Communications Lead & Parish Councillor

#### **Apologies:**

- Alan Collett – Landscape Assessment Joint Lead

#### **Review of the SDNP 18/03/14 Workshop Filenote**

The key points from the discussion around this note are:

- Designation – Get the area of the EM NP area designated as soon as possible by EHDC. This will release £5,000. It was agreed that the whole of the Parish would be the designated area, what areas we actually consider can be defined by policies.

**Action:** B Biggs to speak to Andrew Triggs (SDNP) to get advice on how to proceed.

**Action:** B Biggs to define the wording of the designation request and liaise with the Parish Clerk who will forward the designation request to the requisite authority.

- Appointment of a consultant to advise the steering group and EM NP teams.

**Action:** B Biggs to speak with Andrew Triggs (SDNP) to obtain advice on the appointment of suitable candidates.

- Requirement to have a complete audit trail of all documentation and consultations with regard to the EM NP. In this regard B Biggs reported that M Blakstad had agreed to act as archivist to the EM NP project, he will not keep any hard copy documents but needs to know where and what they are. Most of the documents will be kept in the 'Dropbox' area in electronic format. The EM NP documentation will be handed over to the EM History Society at the end of the project.

#### **Team Lead Progress Reports**

##### **Built Development – George Bartlett**

George presented a very comprehensive document that detailed the following:

- Census data
- Policy
- Potential housing sites

This document was very well received and is regarded as a big stride forward in the progress in the EM NP.

**Action:** G Bartlett to refine the potential housing site list and include a rating to define which sites have the best possibilities for inclusion in the EM NP

**Action:** VDS Team to supply guidance on potential site building capacity on the nominated sites

### **Village Design Statement Team – Joe Selby**

The team has been making slow progress, but now believe they have the time and clarity of vision to move forward.

At the next pop-in-session/questionnaire distribution it is anticipated that the VDS team will communicate and gather feedback by holding presentations rather than use static boards and questionnaires.

### **Landscape Assessment Team – Cenna Collett**

Draft policies have been circulated for comment. Meetings have been held with local landowners to discuss the issues and impacts of the EM NP.

**Action:** LA Team - When finalised all the designated development sites will require an environmental assessment.

### **Actions from Previous Minutes (Not covered in the Team Lead Reports)**

None

### **Review of Progress to the High Level Plan**

It is anticipated that the next pop-in-session/questionnaire drop will take place in September 2014. All the teams need to work towards having the first draft of their EM NP proposals ready for this date.

**Action:** All

### **SDNP/EHDC Communications**

A copy of these minutes will be sent to both parties:

**Action – B Biggs**

### **Finance and Resource Requests**

A land registry search of sites identified by the Built Development team, by legal resources, will be required when the site list has been consolidated.

## **Publicity/Communications**

Ali Hollingbury has volunteered to assist Chris W. in the communications role.

**Action** – C Warren to liaise with Ali to see if this can work, and report progress at the next Steering Group meeting.

**Action:** B Biggs to create an EM NP website 'strawman' and circulate it amongst all parties for comment. Also create a new domain for the website.

**Action:** C Warren – Create an EM NP website using the existing Parish Council web based application.

## **Any Other Business**

### **Sewage/Drainage Problems**

The understanding of these problems is key to the EM NP. The EM NP may have to take ownership of this issue as the EM NP progresses. At the moment it is being dealt with at the Parish Council level.

## **Date of Next Meeting**

09/07/14 at 5.00 pm at Glebe House

**Brian Biggs**

**09/05/14**