

Stonehouse Neighbourhood Development Plan Working Group held on 20th August 2015

1. Present: Chris Cowcher (CC), Gary Powell, Rachel Russell (Minutes), Alastair Shankland (AS), (Terry Webb (TW) (Chair).
2. Apologies: Nick Chase, John Jeynes, Carol Kambites, Vicky Redding, Claire Sheridan.
3. Declarations of interest: None
4. Accuracy of the minutes and Actions: The Minutes of the Neighbourhood Development Plan (NDP) Working Group meeting of 6th August 2015 were approved.

ACTION CARRIED FORWARD: CK to circulate Elin Tattersall's comments on possible Transport objectives and policies.

RR has looked into methods of consulting with retailers and business owners; the consultation morning already carried out is probably sufficient, as long as effort is made to engage this group in future consultation events.

ACTION: Ensure invites for 17th October event posted along High Street and around industrial estates as for previous events..

RR's action to draft an outline plan has been changed to:

ACTION: RR to collate work that has already been done starting with:

- a) public consultations, partly in order to provide a short summary of how messages from the consultation have been incorporated into the development of the NP.
- b) Vision and objectives

It was agreed that this collation work was more valuable than an outline draft at present; the contents of NPs are fairly standard. RR sought clarification on when vision and objectives for the Stonehouse NP had been adopted. The group advised that the wording could be taken mainly from the white boxes on the relevant set of information boards and that the vision and objectives were finalised during a workshop with Erin Tattersall of GRCC.

ACTION: TW to forward to RR some of the consultation response collation work he carried out.

ACTION CARRIED FORWARD: RR to get second quotes for printing 3500 leaflets for insert into December Stonehouse News.

ACTION CARRIED FORWARD: SNPG to list and prioritise any further groups to consult with.

ACTION: CC to follow up on contact with Stonehouse Children's Centre.

ACTION CARRIED FORWARD: RR and JJ to contact owner of one site which came forward during call for sites exercise after reviewing site against the agreed site assessment criteria.

Thanks to CC who has drafted a consultation e-mail which will be very useful for contacting groups and drafting invites to events.

5. Budget Breakdown: RR reported that there is currently £2,838 unspent from grant money received for the Neighbourhood Plan. RR and VR are meeting on 28th August to work on grant application to Locality.

6. Project health check:

a) **Project timetable**

Work is falling behind the outline timetable e.g. grant application was to have been made in July. It was agreed that it was important to focus work on the next consultation event on policies, Saturday, 17th October.

b) **Revised GANNT chart: actions for theme groups**

GANNT chart was not reviewed at this meeting.

ACTION: RR to list key actions in e-mail which accompanies minutes.

KEY ACTION: Theme leaders to prepare outline policies, to include information on issues, evidence, objectives and policies, for discussion at a SNPG meeting by the following dates:

3 rd September	Finalise Getting Around Review 2 nd draft of Amenities/Facilities
17 th September	Housing
1 st October	Economic Development
15 th October	Environment/green spaces

The outline policies will form the basis of consultation material for 17th October 2015.

7. Neighbourhood Planning Consultancy support :

A quote from Kirkwells, a planning consultancy based in Burnley, was received on 19th August. The cost for was £4,200 + VAT; the most recent fee proposal from Stuart Todd was £5,875. We were advised to seek two quotes for the Locality grant application.

The following decision will be circulated by e-mail with the minutes:

KEY ACTION: It was agreed to appoint Stuart Todd as a consultant for the Stonehouse Neighbourhood Plan on the grounds that his location (Somerset), local knowledge, position on the Locality board and awareness of the issues for the Stonehouse Neighbourhood Plan after attending a meeting on 28th May 2015 make him a suitable consultant for this stage of work.

If any member of the working group has any objections, please could they pass these to Rachel Russell by Tuesday 1st September.

8. Consultation

a) **Options consultation: content**

The policy workshops will form basis of consultation material on Saturday 17th October 10-12.

ACTION: AS to draw up poster to advertise event by 3rd September.

ACTION: RR to check press deadlines for Stroud News and Journal and Stroud Life.

b) **Consultation with groups: progress**

ACTION: RR to contact Two Rivers Housing Association, Home Farm Trust and Stonehouse Court Hotel to invite to next consultation event and arrange possible meetings, similar to the one already held with Wycliffe, regarding their future plans within Stonehouse.

ACTION: RR to invite representatives of churches to next consultation event.

9. Mapping:

Only JJ has commented on layers he would like to see on SDC/GWT maps.

KEY ACTION: All to look at GWT maps and to let CC know which layers they would like to see.

ACTION: RR to find out if SDC can provide aerial photographs, and date of any such photographs, as part of mapping service.

10. Sites

The working group needs to identify significant sites. JJ has already done for housing.

KEY ACTION: All to identify significant sites by 2nd September, each working group/leader to list sites significant for their group: Employment/economic development, Green Spaces, Getting around, Amenities/facilities.

ACTION: RR to ask Stonehouse History Group if they know who the trustees are for the Memorial Green.

11. Workshop

In the absence of an Environment policy to discuss, the group discussed and amended TW's draft of an Amenities and Facilities policy.

ACTION: RR to circulate an amended Amenities and Facilities policy with minutes.

12. Any other business

RR arranging a walk, in her own time, around Stonehouse with members of Stonehouse History Group, for own interest and for potential to inform NP.

ACTION: RR to inform SNPG members of date and time of History Group walk in case they would like to come along.

Agenda for next meeting to include workshop on housing policies.

13. Date of next meeting: 6.30pm, 3rd September
 6.30pm 17th September