

1. Minutes of Stonehouse Neighbourhood Development Plan Working Group held on 4<sup>th</sup> February 2016  
Present: John Jeynes (JJ), Alistair Shankland (AS), Clare Sheridan (CS-Chair) Vicky Redding (VR)  
 Rachel Russell (RR-Minutes)

2. Apologies: Chris Cowcher, Carol Kambites, Gary Powell, Terry Webb

3. Declarations of interest: None

4. Accuracy of the minutes and Actions:

The Minutes of the Neighbourhood Development Plan (NDP) Working Group of 21<sup>st</sup> January 2016 were approved:

**Outstanding actions:**

**ACTION: RR** to send draft transport related policies to GCC Local Transport Plan e-mail address.

**ACTION: Theme leaders AS, CS** to check S Todd's Evidence Base Review (Gap Analysis) report and consider if further evidence is needed for their theme. DONE by JJ, CK, TW

**ACTION: RR** to update webpages. **IN PROGRESS ACTION RR:** To find out number of hits on NP web pages.

**ACTION: RR** to work on NP display for Town Hall for April Public consultation (add task to Project Plan).

**ACTION: AS** to consider map requirements so SDC and designer can work on them.

**ACTION: RR** to prepare Evidence Base report and Consultation Statement by 10 March

**ACTION: CK** to look at monitoring plan for NP as part of Regeneration and Environment Committee's role.

5. Project Progress:

a) **Budget and Finance**

RR reported that there had been no expenditure since the last budget report on 21st January 2016. Stuart Todd has submitted an invoice for 50% of his fee.

b) **Project timetable**

The project timetable is the one circulated with the agenda for 7/1/16. Some key target dates are: Town Character Assessment (TCA) for approval at SNPG 11 February, NP policies for approval at SNPG 25<sup>th</sup> February, complete draft for SNPG 10 March, full draft to Town Council 21<sup>st</sup> March.

**Maps:** JJ suggested map showing land with current planning permission. CS suggested Environment Map as in Local Plan with Local Green Space shown.

**Agenda for communications meeting 11 February 2016.** The following suggestions for the agenda were made:

- a) Media and communications budget
- b) Key messages
- c) Design and uses of Stonehouse News Insert
- d) Campaign during 6 week consultation period
  - i. Lead in to campaign
  - ii. Timetable of events
- e) Engaging with local media
- f) Publicity up to referendum date

**ACTION RR:** To provide some copies of different Neighbourhood Plans for SNPG meeting on 11 February for group to assess design ideas.

**ACTION RR:** To find copy of Winchcombe NP flyer.

**ACTION: RR** to make following changes to Project Plan:

- Supporting documents (Basic conditions report, evidence base report and consultation statement) to be done by 10 March.
- Sustainability Appraisal: start at the end of February.
- SEA screening: send draft NDP to SDC at end of February.
- Design and Print Insert by end of February

c) **Actions for theme groups**

These are noted under other agenda items.

6. **S Todd Planning Consultancy**

JJ and RR met on 2<sup>nd</sup> February to agree responses to queries raised in S Todd's Critique of Housing Policies document. These responses were reported to working group. The key points are that evidence of aging population and need for bungalows is required. AS suggested SDC may already have some of the information required.

**ACTION: RR** to collate evidence for housing types in Planning Advisory Service format: census information on aging population and current housing stock.

#### 7. **Green Spaces**

**DECISION:** The following areas will be put forward to be designated as Local Green Space:

Town Greens

Greens on Park Estate

Verney Field

**ACTION RR:** To arrange meeting with SDC re Park Greens.

**ACTION RR:** To research designation process; contact Gloucestershire Wildlife Trust for advice.

#### 8. **Character Assessment**

CC has said he will try to do some character assessment work which may mean most of Stonehouse has been covered. RR has done introductory section and outline for character summaries.

**ACTION VR:** To do landscape assessment of Doverow area.

#### 9. **Consultation Results collation**

A volunteer is needed to add consultation results (Goodwill 2014, On line survey 2015) to the Theme Team spreadsheet.

**ACTION: CS** to e-mail TW to ask if he might take this on.

#### 10. **Workshop: Environment and Economic Development policy update**

##### **Environment Policy**

5: Draft as Green Infrastructure policy as suggested by Natural England.

6: Draft to be non site specific e.g.

Amenity land close to canal, which must have easy connectivity with the town centre, with recreational amenities and all facilities for visitors, canal users and local residents will be supported.

7. May be need for a separate Policy section on Canals

May be need for a policy on Priority Habitat as suggested by Natural England.

**ACTION: RR** to send CS Natural England advice

**ACTION: CS** to send revised policy template to S Todd

##### **Economic Development Policy**

AS to look at some background documents. Will refer to areas of high deprivation. Will mention impact of West of Stonehouse (WoS) in policy intent. Has redrafted a policy under ED1 to support use of new employment land for greatest jobs per m<sup>2</sup>.

**ACTION: AS** to send revised policy to S Todd

#### 11. **Next meeting dates**

4 February 2016 6.30pm	Environment/economic development policy update
11 February 2016 6.30pm	TCA/Communications and Outreach
25 February 2016 6.30pm	NP Policies for approval
10 March 2016 6.30pm	Draft NP for approval