

**MINUTES  
BERRICK SALOME PARISH COUNCIL  
NEIGHBOURHOOD PLAN STEERING GROUP  
14<sup>TH</sup> NOVEMBER 2017**

A Meeting of the Neighbourhood Plan Steering Group ('the Group') was held in the Berrick Salome Village Hall on Tuesday 14<sup>TH</sup> November 2017 at 7:30 pm.

Present:

Brian Tracey (BT) (Chair)  
Ian Glyn (IG) (Chairman - Parish Council)  
Chris Cussens (CC) (Parish Clerk)  
Ray Perfect (RP)  
Derek Shaw (DS)  
Sarah Russell (SR)  
Douglas Taylor (DT)  
Chris Kilduff (CK)  
Sue Lyons (SL)

**1. Apologies for Absence**

Conrad Shields (CS)

**2. Declaration of Interests**

The meeting noted that SL retained the interest in land declared at the previous meeting of 10<sup>TH</sup> October.

**3. Minutes of Previous Meeting**

The Minutes of the previous meeting, held on 10<sup>TH</sup> October, were unanimously approved.

**4. Matters arising from the Minutes**

In the interests of time the meeting decided to proceed directly to item 5.

**5. Briefing on, and matters arising from, the meeting with Mr Rios on 30<sup>TH</sup> October 2017.**

The meeting in question was an *ad hoc* gathering arranged so as to suit Mr Rios' busy schedule. Members present were: BT, IG, CC, and CK.

BT summarised the main points discussed at the meeting:

- 5.1 **NP timescale.** An achievable target date for the adoption (or 'making') of the NP - taking into account the various statutory and administrative stages involved including the pre-submission public consultation, inspection, referendum, etc. - would be November 2018.

- 5.2 **Site allocations.** Mr Rios still recommends that we should consider allocating sites for new housing to ward off unwanted speculative development. It was noted that the process of site allocation involves additional tasks including: a local housing needs assessment; a call for sites, and; an assessment of the sites brought forward to discount any that did not sufficiently meet the criteria set out in the NP or the Local Plan. If preferred, a consultant could be employed to carry out these additional tasks.
- 5.3 **The draft NP document.** According to Mr Rios an NP is essentially about the use and development of land. In his opinion, matters such as road improvements and flooding need not be included. On the other hand 'public realm' improvements, such as promoting green spaces, can be included. As it stands, the draft NP document should be viewed more as a 'pre-plan' and as such the precursor of a formal NP. BT mentioned that Mr Rios had offered to provide more detailed comment on the draft document itself but had yet to do so.
- 5.4 **Grant funding.** BT reported that SODC required an amended version of the project plan which reflected the NP timescale cited in 5.1.

A question resulting from the meeting with Mr Rios is whether to instruct a consultant to provide guidance in formulating the plan and to assist in the preparation of the NP document itself. It was decided that enquiries, as to costs etc., would be made of the respective consultants used by the Steeple Ashton and Brightwell cum Sotwell NP Steering Groups. **Action: IG, SL.**

## 6. Consultation Plan

A request was made for volunteers to attend the NP stand at the forthcoming Christmas Fayre. CC undertook to prepare and circulate an attendance rota. **Action: CC.**

The meeting agreed to defer further discussion of the consultation plan pending receipt of professional advice as to what it should contain.

## 7. PC and Group responses to SODC Local Plan 2033, pre-submission consultation

CC advised that the PC had produced a draft response which was being circulated to Members for comment. CC requested that any comments be returned to him preferably by Friday, the 17<sup>TH</sup>. **Action: All**

8. **AOB**  
None

9. **Next Meeting**

The date for the next meeting is 12<sup>TH</sup> December at 7:30pm in the rear room of the Berrick Salome Village Hall.

There being no further business the meeting closed at 8:40 pm.

Signed ..... Chairman

Date .....