



Minutes of Steering Group Meeting – NDP  
Thursday 20<sup>th</sup> July 2017, 7.00pm  
St Peter's Hall

In attendance:

Roger Townend	Rob Hunter	Keith Hardie	Brian Roe
Sarah Beggs	David Smith	Steve George	Peter Gratton
Barbara Gratton	Rachel Underwood	Paul Plowman	Bill Bloxsome

Apologies: Richard Gardiner

**1. Declarations of Interests / Previous Minutes**

There were no changes to the interests previously declared. The minutes of the last meeting were approved and signed by RH. Members were reminded that if they have put forward a site for development, they will have to leave the room when the suitability of the site for development is discussed.

**2. Review of Sites Offered for Development / Potential Settlement Areas**

HC have confirmed that we need to find a further 16 houses by 2031. The feedback from the Parishioners to our questionnaire was that they felt this figure was about right. The park homes and any homes built on the shop site will count towards this quota. As a planning application has not yet been submitted for the shop site, BB thought that we ought to look into including this in our site assessment. **SB** will ask the chairman of the Parish Council to raise this with the architect dealing with that development.

It was agreed that we would review the sites offered for development against the criteria suggested by Data Orchard to see which criteria might be relevant and inform BB of any local issues that might be relevant. However, we would leave it to **BB** to decide which sites might be suitable for development and in which order they should be ranked. Not only does he have the relevant expertise, but he is also independent of the process.

Whilst we were able to look at some of the sites, some required further clarification which **BB** will do. In addition, it was decided that some reviews ought to be postponed until after we have met with HC to discuss settlement boundaries.

To ensure equal treatment, information on the sites will be published once the review of all sites is complete.

**3. Village Fete Planning**

**RU** has prepared the display sheets and will set them up on the boards in advance of the fete. **BG** has left the display boards in the church. **BG** has purchased the Velcro fixers and will forward the invoice to **KH** so that he can reimburse her. We have a gazebo booked and will use tables from the church. **SB** brought along the necessary stationery and the large map of the Parish will be left in

the church so that it can be displayed at the fete. **RU** and **SB** will man the stand from 2.00pm until 3.00pm and **RH** and **DS** will be there from 3.00pm until 4.00pm and will help to pack away. **SB** will bring along a comment box and **RU** will prepare some comment cards.

#### **4. AOB**

**KH** has received the latest invoice from Data Orchard. He has a query to raise concerning the site assessments, so he will do this and then arrange payment. **SB** has now received a cheque from the Parish Council for the village signs, together with a correctly addressed invoice. She will therefore arrange payment now. **SB** will check if we have received an invoice from Hoople for the electronic map and if so, forward it to **KH** for payment.

At the next meeting **BB** will report back on his progress with the site assessments and we will review the draft plan that has been circulated. The intention will be to divide it up into sections for small sub-groups to work on so that we can tailor it to meet the specific requirements of the Parish. In particular, it was felt that we need to try to incorporate improvements to the current traffic and water table problems, not just ensure that these issues are not aggravated by any new development.

The next meeting will take place at **7.30pm on Monday 7<sup>th</sup> August** in St Peter's Hall, Peterstow.

There being no other business, the meeting closed at 9.50pm.