

NORTON NEIGHBOURHOOD PLANNING STEERING GROUP

Date: Thursday 19th November 2015

Time: 19.00

Venue: Norton Village Hall

Secretary: Nigel Allcott (Katherine Brown took minutes for this meeting)

MINUTES OF THE MEETING

Minute	Agenda Item/Outcome	Action
	<p>Record Attendance, Apologies, Absence. Group Attendance: Katherine Brown, Carole Child, Stephanie Goulden – Councillor, Tony Heathcote, David Birtles, Ann Cooper, Charles Cooper Invitees Lance Wiggins</p>	
19.11.01	<p>Apologies Barry Coleman, Andrea Coleman, Nigel Allcott, Robert Twitcher</p>	
19.11.01.1	<p>Matters arising SG asked to raise three matters arising for minuteing following the parish council meeting:</p> <ol style="list-style-type: none"> 1. Thanks to Kim Russell for producing the terms of reference (ToR) for the NNPSG 2. We will be able to post news and notifications from the NNPSG on the parish council (PC) website – Steve will do this. 3. The PC will fund training courses to the value of £100 for the group. Invitee Lance Wiggins said if he became aware of useful training he would pass this on to the group. 	
19.11.02	<p>Presentation by Lance Wiggins from Landmark Planning LW said he had been connected with Norton PC for around a year when the SUE was formalised and the joint core strategy adopted for decision-making purposes. LW noted that the area adopted for the Norton neighbourhood plan (NP) had been agreed following discussion in Jan-March of 2015 and that the area identified for the plan omits the SUE area despite this partly falling within Norton parish. LW noted that progress includes the formation of the steering group to deliver the NP and terms of reference agreed for the group with the parish council. LW noted that is good there are 3 parish councillors on the steering group (SG). It was noted that there are limited powers of the SG and we have to go back to the PC for decision-making.</p> <p>LW noted that in September he had provided a free quote for his services and that this document sets out a clear structure and set of processes to follow in order to deliver a NP. The SG is not far down the line as yet. The general idea is that you develop a plan, hold a referendum and get 51% or more of the vote. The key is not to have the plan challenged. Need to make sure it meets people’s needs.</p> <p>Existing plans to consult include: West Haddon – fully adopted; Flore – have published consultation draft and looks likely to go ahead as is. LW said that he had not previously supported a small village our size before.</p> <p>Ansty decided not to pursue a NP because they wouldn’t be able to deliver it in time to have an impact on local developments and they decided they had no real reason to pursue it. Larger villages that are looking at growth tend to do them because they worry about big numbers of new houses. Our housing needs survey showed we need</p>	

housing but LW said that doesn't mean we have to set out the way to provide it, identification of potential land to build on is only one thing we might choose to do.

It was discussed that we need to decide whether a NP is really the way we need to go. Doing one will beef up our general planning strategies but is it worthwhile for Norton to do this given the amount of work involved.

It was discussed that even though the SUE is agreed creating a NP can help to minimise the effects of the SUE on the village and our way of life. The canal-side community and local farms are included in our parish area for the agreed NP.

The time period for the NP picks up the same time period as the core strategy – up to 2030 but will probably need reviewing after around 5 years. Once approved, the NP has the same status as the core strategy – it's the only document that does – has to be taken account o by any future developers.

It was suggested that as a minimum then the steering group should take the existing village design statement (VDS) and make that a NP. In reality the VDS should be updated and incorporated within the NP to increase its power over future village development. This could be linked to within the planned questionnaire to garner views for updating it.

LW proposed that we need to decide about whether we want to allocate sites for housing – it was suggested we need to ask about it in our questionnaire LW asked will the SUE be enough? SG members suggested no, people want new housing in the village itself.

It was suggested we need to ask for the district council's view as at the moment the village is designated for infill housing only and this is largely because of the limited services within the village. Farms could develop residential units as one potential solution to housing needs.

LW said that we need to engage with landowners, and other stakeholders, people with options on the land.

SG raised the issue of the dairy farm with the proposal to develop into a mini business park within the parish. It was suggested this may be part of a 2 stage approach to get approval for residential accommodation but this is not known – could it be considered for mixed use?

Questionnaire – be careful what you ask people about and how things are phrased – if people say they want more amenities this is fine but need to make people aware that this could increase the likelihood of larger developments coming here.

The SG members asked LW for his advice about how we get moving. He suggested we need a couple of getting started session that involve:

- 1. Identifying all the stakeholders (e.g. landowners of fields around village)
- 2. Make people aware of what you are doing but hold fie on releasing a questionnaire just yet.

LW's quote provides an 8 step approach but we may not need to do every step of it – the priority is a robust plan.

We need to identify resources we already have to reduce costs – e.g. village press, IT skills as start with Flore and West Haddon plans to see what we might want to include from these.

Nigel Alcott to invite Tom James from district council to come and talk to the SG about DC view and any potential sources of funding.

	<p>We need to identify:</p> <ol style="list-style-type: none"> 1. People's issues 2. Aims and objectives to address these 3. Develop policy that delivers these aims and objectives <p>Remember everyone's issues may not be relevant to a NP.</p> <p>Further discussion of the questionnaire included that it should be anonymous, we might include a competition to encourage participation, and we might need to provide it on watermarked r coloured paper to avoid unauthorised duplication by those wishing to bring a particular issue greater weight.</p> <p>Over the next 3 months we need to: identify our stakeholders but pause on making contact just yet and develop resident awareness of the issue.</p> <p>Sources of funding? District council, dept. of communities and local government, Danny Moody – NALC http://www.northantscalc.com/</p> <p>Discussion of the numbers of people in the parish: estimated at around 400 in total. SG noted that a stakeholder to include is the charity that will own Miss Cowley's property in the future.</p>	
19.11.03	<p>Discuss planning consultants presentations with a view to recommending a preferred service provider</p> <p>It was decided that the NNPSG would appoint LW and Nigel should contact hime to let hime know that this is the case.</p>	<p>Nigel to contact LW and let him know</p>
19.11.04	<p>Review and approval of minutes from 22nd October 2015</p> <p>This needs doing at next meeting</p>	<p>Carry over to next meeting</p>
19.11.05	<p>Any other business</p> <p>KB noted that she would check the comments received so far on the questionnaire and let the SG know what she had received.</p> <p>It was noted that use of a whiteboard may be useful in future meeting and CC said she would bring one to the next meeting.</p> <p>It was decided that the next meeting needed to be at the village hall if Tom James was to attend but that we could look into whether future meetings can happen in the pub as this will not carry a cost to the PC.</p>	<p>Katherine to check feedback received to date and ALL who wish to, to send further comments and suggestions for incorporating</p>
19.11.06	<p>Close meeting and set next meeting date</p>	
19.11.07	<p>Close Meeting and set next meeting date</p> <p>Next meeting date Thursday 17th December at 7pm David Birtles to check hall availability with Roger Saunders Meeting closed 20.45</p>	<p>David Birtles</p>
Signed	<p>.....</p> <p>Chairman</p>	<p>Date</p>

Oct 2015

Initialed
