

Silverstone Neighbourhood Plan Working Party

Minutes of the Working Party

Date of Meeting: 15th May, 2017

Venue: The White Horse

Name	Initials	Present - P Apologies - A Absent - AB	Name	Initials	Present - P Apologies - A Absent - AB
Nick Ashby	NA	P	Phil Dunne	PD	A
Chris Bird	CB	A	Noel Hopper	NH	P
Simon Bown	SB	P	James Laband	JL	P
Mary Jane Branch	MJB	A	Carol Mason	CM	A
Robert Brightman	RPB	P	Carol Tosh	CLT	P
Charles Challinger	CC	P			

Chair	Clerk	Quorum - one third of total membership(ie 4)
Robert Brightman	Noel Hopper	Quorate - 6

Item	Comments	ACTION by
1	Welcome and apologies for absence	
	Received and accepted as noted above The WP also noted resignations from Lee Bodily, Simon Martin and Karen Lockton. CLT handed over the Chairmanship to RPB as per the agreed Terms of Reference. RPB welcomed two members of the community, Philip Goodall and Mike Burrows.	
2	Declarations of Interest	
	CLT reminded RPB and CB to complete D of I form in Dropbox or print off, complete- and return at the next meeting.	CLT
3	Secretary/Clerk	
	Noel Hopper agreed to take the notes of the meeting and CLT would add them to the minute format.	NH/CLT
4	Minutes of previous meeting	

Item	Comments	ACTION by
	<p>Feedback from meeting with Michael Wellock, MD of Kirkwells.</p> <p>The meeting attended by RPB and CLT was discussed. This company specialise in supporting a Neighbourhood Plan writing. They have and are currently working on a large number of Villages and towns including some in DDC and SNC. CLT had contacted the Chairman of Roade NP group and received very favourable reports. This, coupled with experience of Barby and Kilsby and a very favourable meeting with MW, the group felt comfortable with having them as our 'golden thread' to provide a framework for our NP. The detailed fee proposal had been seen by the PC and was now loaded on Dropbox for the WP. CLT highlighted the four stage process of support which would start in Stage I with</p> <ul style="list-style-type: none"> > Support for grant application > Inception meeting – 20th June in the Church Rooms at 7.30 > Production and agreement of a detailed work programme > National and local policy assessment <p>Kirkwells have also developed a rapport with SNC officers and understood the context of South Northants.</p> <p>RPB highlighted the importance of working with a company like Kirkwells and the fact that they were able to be reactive to developing NPs. Therefore, their advice could help avoid errors that could later be challenged.</p> <p>SB suggested that any questions for MW should be logged on Dropbox prior to the June meeting so they could be forwarded to Kirkwells well in advance.</p> <p>Discussion took place around the closing of the two existing schools and the opening of the new school in September and how this could be a starting point in gathering village views. CLT had already discussed possibilities with the Headteacher.</p> <p>The PC had also forwarded the completed PP and VDS to SNC (following statutory consultation) for agreement as a Supplementary Planning Document. It is to be hoped that this would be adopted at the June meeting of SNC.</p> <p>Starter Question for Kirkwells Do Kirkwells retain any analysis of the challenges to NPs so that they may be avoided?</p> <p>Feedback from meeting with Andy D’Arcy at SNC</p> <p>This was attended by RPB, CLT and LP – Parish Clerk as KL had given notice of her resignation just prior to the meeting.</p> <p>Jenny Johnstone, a colleague of Andy D’Arcy, was in attendance and she already had experience of working with Kirkwells on other NPs in South Northants.</p> <p>RPB reminded everyone that a ‘made’ NP becomes part of SNC planning documentation and would become, as such, their document.</p> <p>The meeting was very positive and open giving both parties the opportunity to voice concerns and find common ground and ways for SNC to assist us. AD’A signposted various avenues of assistance.</p> <p>NA suggested that there may be issues which will be raised that will be in conflict with the Local Plan - e.g. The issue of traffic coming through the village A413 due to the design of off and on ramps from the A43.</p> <p>RPB stated that the NP needs to look at –</p> <ul style="list-style-type: none"> > What is here already that needs to be retained. > What Silverstone lacks and needs to be developed. <p>The issue of Industrial development was raised. (Kirkwells?)</p>	ALL
6	Budget	

Item	Comments	ACTION by
	<p>RPB introduced his Draft Document – Neighbourhood Plan: The Evidence Base (Draft One)</p> <p>He asked that members should take this away, reflect on its content and consider which part(s) they felt they could contribute to effectively. He also suggested that Archaeology; Ecology and Landscape Quality should be the main drivers and that this may lead to the formation of sub groups with other members of the community being drawn in for support. This would mean we were using our time, interests and enthusiasms effectively and efficiently. Feedback would be to the main group which would be important in ensuring robustness.</p> <p>SB requested that we purchase a license for ‘Getmapping’ to allow geospatial data to be easily accessed. This can only be purchased by a PC member or clerk. CLT would liaise with LP to investigate this further.</p> <p>To progress the Ecological survey, now to June was a critical time and work on this should start immediately. RPB would approach Tim Goodwin to get his assistant (Sam) to visit the village and begin the survey.</p> <p>A question was raised about gathering the views of the community. Fortuitously, a request for an article for News and Views gives the group the opportunity to ask for the village to assist with the beginning of the Ecology Project. CLT and RPB to write an article to update re NP progress and introduce EP – deadline Wednesday 17th May. The community to be asked for photos of flora and fauna, with their location. NA to put on Facebook site.</p> <p>This raised a discussion about Admin for both the closed Facebook Group and the Public version now that SM was no longer a member of the group. SB and NA were to speak to him.</p> <p>Discussion took place about services required in the village e.g. Broadband. This would be included in ‘The Big Survey’.</p> <p>Further discussion and actions</p> <p>A discussion took place around whether to accept financial assistance from Landowners in the village who might be keen to assist with funding. The view of the group was that this would not be considered a good idea as it could lead to the NP being challenged.</p> <p>Likewise, the group agreed that they would not act as an action group in trying to get planning applications denied or appeals challenged. Individuals were at liberty to respond according to their own views as was their right as a member of the public and community.</p> <p>NA raised the issue of frequency of meeting. It was agreed that the formal monthly meeting should continue on the third Monday of the month in the Church Rooms which have been booked in advance. A workshop type meeting (non minuted) would take place on the first Thursday of each month in the SRA committee room. Any feedback from this would be recorded at the formal meeting. Both meetings would commence at 7.30pm.</p> <p>The need for a dedicated NP website was discussed. NP to look at costs and circulate this through the closed FB group for agreement and action.</p> <p>Would RSPB data for this year be available? Could JL find out?</p> <p>NH to ask Phil Shepherd to do a photo survey using drones.</p>	<p>ALL</p> <p>CLT/LP</p> <p>RPB</p> <p>CLT/ RPB</p> <p>SB/NA</p> <p>NA/ALL</p> <p>JL</p> <p>NH</p>
8	Date of Next Meeting	

Item	Comments	ACTION by
	<ul style="list-style-type: none"> Thursday, 1st June at 7.30 – SRA Tuesday 20th June, 19.30 at 7.30 - St Michael's Church Rooms (Note change due to availability of Michael Wellock) Invite to be extended to all PC members as a matter of courtesy. 	

Forthcoming Formal Meeting Dates	Venue
Tuesday 20 th June, 2017	St Michael's Church Rooms, Silverstone
Monday , 17 th July 2017	St Michael's Church Rooms, Silverstone
Monday, 21 st August 2017	St Michael's Church Rooms, Silverstone
Workshop Meetings	
Thursday, 1 st June, 2017	SRA Committee Room
Thursday, 6 th July, 2017	SRA Committee Room