



Minutes of the Working Party

Date of Meeting: 19th February, 2018

Venue: Silverstone CE Primary School

Name	Initials	Present - P Apologies - A Absent - AB	Name	Initials	Present - P Apologies - A Absent - AB
Nick Ashby	NA	P	James Laband	JL	P
Simon Bown	SB	A	Carol Mason	CM	A
Robert Brightman	RPB	P	Carol Tosh	CT	P
Charles Challinger	CC	A	John Rudland	JR	P
Robert Farmer	RF	P	Martin Williams	MW	P
Noel Hopper	NH	P			

Chair	Clerk	Quorum - one third of total membership (ie 4)
Robert Brightman	Carol Tosh	Quorate – 8 present

Item	Comments	ACTION
1	Welcome and apologies for absence	
	Received and as noted above.	
2	Secretary/Clerk	
	CT agreed to take the notes of the meeting.	

Item	Comments	ACTION
3	Declaration of Interests	
	There were no Declarations of Interest.	
4	Minutes of the meeting 15th January 2018	
	Minutes of the meeting held on 18 th December were approved. CT would forward to JL for inclusion on the PC website and CT would add them to 'Final' in Dropbox	CT/J
5	Matters Arising	
	<p>An invoice had been received from Ecology Solutions. There was no need, therefore, to contact Locality to ask to transfer to another professional specialism.</p> <p>All other matters to be covered elsewhere in this meeting.</p>	
6	SNPWP Website	
	<p>Various queries were raised about the activity on this site. RPB had emailed the site but received no response. NA to check this.</p> <p>RPB had also written to various people giving the SRA as a "Poste Restante" address as previously agreed. NA indicated that, should letters arrive at the SRA, they were collected by either GP or NA and forwarded on to the appropriate recipient. To date no letters had arrived.</p>	NA
7	Budget	
	<p>CT briefed members on the reminder from Groundworks/Locality that our grant ceases on 28th February. To date we had spent approaching £4900 of grant allocation and were awaiting two outstanding invoices – one from Kirkwells for Stage 2 work and the other from Silverstone CE Primary for the room hire for this term. CT to chase these before she and Linda Paice could sign off on the Locality paperwork.</p> <p>A draft NP 'First Options' document had just been received by the Chairman and Secretary. CT had already produced a list of information which needed to be added to the document and, in the short time-scale, had completed a draft Chronology for inclusion which had been sent to MW. Members had no objection to an invoice being raised by Kirkwells for this work. CT to communicate this back to MW. RPB would circulate this draft document for discussion.</p>	<p>CT</p> <p>CT RPE</p>

Item	Comments	ACTION
8	<p>Meeting with Ellie Gingell (SNC)</p>	
	<p>RPB and CT had met with EG to hand over the Confines map drawn by the working party and seen, as a courtesy, by the Parish Council. The main revisions centred around maintaining the separation of the distinct areas which comprise Silverstone – Silverstone village, West End, Cattle End and Olney.</p> <p>EG had offered advice on making contact with Landowners. She advised that the group should write to all the respondents from the Call for Sites exercise asking them to confirm or amend their previous responses. Much discussion took place as to whether we should look further afield to landowners who had tracts of land but who had not made a response. It was decided that we should insert a short article in News and Views asking for any other landowners to make contact if they had plans/desires to develop their land.</p> <p>CT had already contacted EG to ask for contact names and addresses. Unfortunately, with the impending legislation to change Data Protection regulations, EG was not in a position to pass on this information. However, she had spoken with colleagues at SNC and it was suggested that we write the letter and it will be distributed to respective landowners with information to respond back to the working party. CT offered to draft the letter and liaise with EG.</p>	CT
9	<p>Landscape Analysis /Geographical Sustainability Analysis</p>	
	<p>RPB took members through this latest piece of work which followed on from decisions taken at the last meeting. However, this had involved manual completion of the maps needed which included such features as Gradient; Contours; Ancient Monuments; Confines; Conservation area, etc.</p> <p>Much discussion took place around whether the map grid overlay covered enough of the Parish. A query was raised over a particular piece of land which had recently been the subject of an appeal. The appeal had been dismissed by the Planning Inspector. The issue of the Call for Sites was raised (as above). There was also discussion about the separation to maintain Silverstone as a village and not as an adjunct to Towcester.</p> <p>Proposal by NH (Seconded by RPB) – To confirm that the principle of separation which would endure, in perpetuity, between Silverstone and Towcester . Votes in favor - 7 with 1 abstention.</p> <p>At the next meeting the group will look in further detail at this issue.</p> <p>9p.m. NA gave apologies and left the meeting. RPB agreed to follow up with NA the following day (Tuesday 20th) at 1pm (RPB's house).</p> <p>The meeting continued by looking at the Sustainability Analysis Criteria which had been languishing in Dropbox since last August without additional comment from the group. RPB gave background to the various criteria based on his experience of planning matters and case law. He indicated that a few of the group had completed an analysis of each individual square in the grid overlay using the 16/17 different criteria (Ridge and Furrow now to be added). This had produced a base line score for each square. The intention was for Focus groups to be briefed on this work (for understanding) and then asked to 'weight' the factors using Sustainability ('Assessment of their impact on the planet') as their focus. The secondary purpose of these focus groups was to engage more members of the community from different genders, ages, interests, locality, etc. The first group had been most enthusiastic to take part and much useful conversation had taken place which had enriched their knowledge of the Neighbourhood Planning agenda.</p> <p>NH spoke of the capabilities of Parish Online and agreed to contact SB to compare results of initial scoring from the manual exercise with the capabilities of POL. Test squares G8 and Q19 were suggested initially.</p> <p>Whilst members were generally supportive of the idea of Focus Groups, these should be complemented by an invitation (through News and Views) to a whole village event which would be a further example of community engagement. This would need to be in mid to late April to allow for publication in News and Views on 1st of the month and enough notice to allow people to attend. CT would check availability of</p>	<p>NH/S</p> <p>CT</p>

Item	Comments	ACTION
	<p>the SRA for, say, an evening and a day session. Deadline for article inviting people to this event needs to be with Editorial team by 15th March.</p> <p>It was suggested that a register needed to be kept so that we did not have duplication of completed scores.</p> <p>Focus groups would include, amongst others – Gardening Club; WI members; Church/Chapel representatives; Footballers; with the caveat that those participating should reside in the Parish. At the next Parish Council meeting CT would invite councilors to meet and to participate.</p> <p>Members of the working party were encouraged to complete their own 'weighting' of the various criteria.</p>	ALL
10	AOB	
	<p>JL tendered his apologies for the March meeting.</p> <p>There being no further items, the meeting closed at 10.25pm.</p> <p>FUTURE MEETING DATES ARE LISTED BELOW.</p>	

Formal Meetings	
Monday, 19 th March, 2018	Silverstone CE Primary School, Towcester Road
Monday, 16 th April, 2018	Silverstone CE Primary School, Towcester Road
Informal Meetings - not minuted	
Thursday, 1 st March, 2018	SRA Committee Room
Thursday, 5 th April, 2018	SRA Committee Room