



Minutes of the Working Party

Date of Meeting: 20th August, 2018

Venue: The home of J Rudland

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

Chair	Clerk	Quorum - one third of total membership (i.e. 4)
Robert Brightman	Robert Brightman	Quorate – 4

Item	Comments
1	Welcome and apologies for absence Received and as noted above.
2	Secretary/Clerk In the absence of CLT (indisposed), RPB agreed to take notes of the meeting
3	Declaration of Interests There were no Declarations of Interest
4	Minutes of the meeting 18th June 2018 Minutes of the meeting held on 18 th June were approved. CT would forward to JL/JR for inclusion on the PC website and CT would add them to 'Final' in Dropbox

Item	Comments
5	Matters Arising
	None
6	Budgets and Grants
	Deferred to next meeting
7	Service Level Agreements
	The amended document was discussed at the July meeting of the Parish Council and was agreed.
8	<p>Community Land Trust; Meetings</p> <p>RPB had held a meeting with a former colleague Clive Girling (CG) who had kindly prepared a briefing note for the group on the Community Land Trust, a government organization charged with promoting and funding community schemes and affordable housing. RPB tabled the note and JR agreed to copy and circulate this to the whole group. This scheme could provide the necessary “seed-corn funding” to allow early infrastructure works to proceed on an allocated site and for implementation of, say, a new village hall, health centre etc as desired by the village community.</p> <p>CG had agreed to meet with the group at the appropriate time to progress this approach. RPB also mentioned alternative sources of commercial funding for any advanced works and community facilities in a carefully constructed financial model which would incorporate land value capture and endowment funds for the upkeep of any community facilities in perpetuity. Clearly, there is much work for all (including the PC, landowners and SNC) to do on this essential element of Plan delivery.</p>
9	<p>Ecology</p> <p>JL reported on the wide variety of ongoing and productive ecology work, especially re bats and dormice.</p>
10	<p>Copyright</p> <p>There are two aspects to copyright: a) ensuring that our own work is cannot be used for inappropriate purposes. All drawings will simply be marked “copyright” b) Using references and drawings from published works and the desire to incorporate extracts in our own reports and obtaining the permission of coright holders. This is particularly relevant for the archaeological component of the NP.</p> <p style="text-align: center;">Action: CT</p>
11	New Drone Survey/ Landscape Architect

Item	Comments
	<p>The exceptional weather represents a once in a lifetime opportunity to examine the Parish for archaeological evidence as viewed from the air. JR will organize this with Ben. Hopefully, the window for this has not yet closed. JL and RPB will visit the NCC Records Office to photograph the large "Whittlewood Map" of 1604 and the 1824 Enclosure Map of the village. MW and JR will look into ways of combining mosaics of these two very large maps which are on ancient parchment.</p> <p style="text-align: right; color: red;">Action: JR; MW</p>
12	<p>Landscape Architect</p>
	<p>RPB had met with Geoff Boddy, a local and very experienced and qualified Landscape Architect, who had agreed to help with the landscape analysis part of the NP for a nominal sum (to be agreed subsequently).</p> <p style="text-align: right; color: red;">Action: RPB</p>
13	<p>CAD Parish Topographical Project (Force India F1)</p>
	<p>Several avenues would be pursued for producing either a CAD model or physical model of the parish topography. There was a great appetite in the meeting for producing a good quality physical model which could form the centrepiece of the next public participation event.</p>
14	<p>Update on GSA (Geographical Sustainability Analysis)</p> <p>Consultation responses were still coming in for the GSA process. After, say, September volunteer(s) will be needed to carry out the necessary large number of calculations in order to complete this important analysis.</p> <p style="text-align: right; color: red;">Action: ALL</p>
15	<p>New NPPF Published by Government 24th July 2018; Implications</p>
	<p>RPB is a member of the TCPA and they will be publishing in their journal a resume of the main issues arising from the new guidance. RPB to circulate in due course.</p> <p style="text-align: right; color: red;">Action: RPB</p>
16	<p>Detailed Design and Development Studies – update and methodology</p>
	<p>For the next meeting RPB will have completed the design/development studies into all the "call for sites" allocations. These will be presented to the group in order to guide the allocation process. Since this is a key component of our activities it is essential to have as large a group present as possible for this exercise. Hence, in this instance we will look to arrange a date/time which suits the maximum number of people. JR will circulate a digital diary for completion by SNPWP members and a date/venue agreed. The final component of the allocation process will, in due course, be marrying the GSA with the results of the individual site appraisals and liaising with landowner(s) as appropriate in a formal manner.</p> <p style="text-align: right; color: red;">Action: RPB; JR; CT; JL</p>
17	<p>Draft List of Drawings and Audio-Visula material needed for next public consultation event</p>
	<p>A draft list of drawings/display boards was tabled. As mentioned in 14) there was much support for a physical model of the village which could form the centrepiece of the exhibition. Several avenues for the construction would be pursued, including the instruction of a professional model maker: action MW;CT;RPB.</p> <p>The group considered that the next public participation event would be the seminal point in the whole NP process and that it was critical to put on an excellent and well- informed show. Hence, a timing of late 2018 could be rather ambitious. Much discussion revolved around how to maximize public participation and, again, the model was thought to be a good potential draw (much as the film had been for the previous exhibition). The ideal location</p>

Item	Comments
18	<p>would be the Church Rooms and it would be necessary to hire in professional quality display boards.</p> <p>Forthcoming actions</p>
	<p>RPB raised the issue of getting assistance with graphic design for the consultation event and a meeting is being arranged with an architectural graphic designer to assist JR. Action RPB</p> <p>Also, it was thought that a 3D artist impression of the suggested "Silverstone Hub" would be an excellent component of the exhibition. Action RPB</p> <p>Creating the exhibition with a physical model and numerous display boards; the employment of a qualified Landscape Architect, model maker, graphic designer and architectural artist are all legitimate cost centres arising from the proposed allocation of site(s). This does emphasize the need to secure the next tranche of government funding. Notwithstanding this, great efforts will be made to minimize such costs to the public purse.</p> <p style="text-align: center;">Action : CT, Michael Wellock.</p> <p>There being no further items, the meeting closed at 10.20pm.</p> <p>FUTURE MEETING DATES ARE LISTED BELOW.</p>

Formal Meetings	
Monday, 17 th September	
Monday, 15 th October	
Monday, 19 th November	
Monday, 17 th December	