



Minutes of the Working Party

Date of Meeting: Monday 23rd September 2019 Venue: The home of CLT

Name	Initials	Present - P Apologies - A Absent - AB	Name	Initials	Present - P Apologies - A Absent - AB
Nick Ashby (has resigned but will continue to receive minutes)	NA	DNA	James Laband	JL	P
Robert Brightman	RPB	P	Carol Mason	CM	AB
Charles Challinger	CC	AB	Carol Tosh	CT	P
Robert Farmer	RF	AB	John Rudland	JR	P
Noel Hopper	NH	AB	Martin Williams	MW	P
Clive Girling	CG	P			

Chair	Clerk	Quorum - one third of total membership (i.e. 4)
Robert Brightman	Carol Tosh	Quorate – 6 members present

Item	Comments
1	Welcome and apologies for absence Received and as noted above.
2	Secretary/Clerk CLT agreed to take notes of the meeting
3	Declaration of Interests There were no Declarations of Interest.

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4	<p>Minutes of the meeting</p> <p>Minutes of the meeting held on 21st January 2019 had already been approved and were available on the Parish Council Website.</p>
5	<p>Matters Arising</p>
	<p>All actions had been completed and update meetings to brief the Parish Council Members on progress had taken place in February (25th and 26th). Preparations for the Exhibition (April 9th to 14th) had taken place as had various meetings with Landowners, SNC and a housing association had taken place. During the months of Jun -September members of the group had taken a well-earned break from the Neighbourhood Plan process. This meeting was the first official minuted meeting of the group as we continue towards the final draft of our plan and the collation of evidence.</p>
6	<p>Additional member</p>
	<p>Clive Girling, who has helped behind the scenes, was formally proposed and welcomed to the group. His experience within MK Development Corporation was seen as a positive addition alongside the experience of our Chairman. It was reported that Charles Challenger, who had helped at the exhibition, was currently in hospital and best wishes were expressed for his safe return to good health.</p>
7	<p>Feedback from the exhibition</p> <p>The exhibition had been very well attended with approaching 450 people taking the time to complete a questionnaire. Full details had been written up and had been published in the village 'News and Views' magazine (June Edition) which is delivered to every household in Silverstone. This article also showed the breakdown of responses which had been independently verified by a member of St Michael's Parochial Church Council. Thanks were recorded to all those who had manned the exhibition for the 6 days it was open. Thanks were also recorded to the school for making their amazing school hall and facilities available.</p>
8	<p>Neighbourhood Plan (Final Draft)</p>
	<p>A deadline of the end of October for the production of a final draft of the NP for consideration by the group was agreed. It was also confirmed that Michael Wellock's draft 2 document would form the basis of this final draft which would then need to be checked for conformity by MW (see Budget below).</p> <p style="text-align: right;">Group/RPB/MW</p>
9	<p>Neighbourhood Plan direction (Discussion)</p>
	<p>It was to be hoped that our plan would allow the village to have a route to follow for the future as, realistically, the average age of the group would not see the end of the long term vision. A discussion ensued around the alternatives with a view to how the SNPWP wished to proceed. This would be revisited at the next meeting to give members of the group the chance to consider their respective roles. It was agreed, however, that a robust structure needed to be in place, with the correct skills set, to achieve the full delivery of all the Aims and Objectives of the NP. Additionally, a robust legal and financial Agreement needed to be secured.</p> <p style="text-align: right;">CT for agenda</p>
10	<p>Evidence Base (Assemble and Collate)</p>
	<p>It was decided to divide this amongst the members of the group. In the first instance Martin W agreed to collate Agendas; Minutes; Exhibition Materials, Bat Survey work and other ecological material; Archaeological Survey and Research; Historical research; GSA; Exhibition Surveys and feedback; the large Library of Parish photos; and related materials including all other drawings and maps used in our research but not deployed in the Exhibitions.</p>

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	MartinW
11	GSA Write up
	It was agreed to complete the writing up of this as part of the evidence base. Martin W/RPB
12	NP Aims and Objectives
	RPB circulated the final Aims and Objectives as agreed by the Parish Council at their briefing sessions and dated February 2019. (For info). This was our 'backstop' to be deployed in discussions with landowners. This statement precludes "cherry picking" of individual elements of the overall, long term Master Plan without the delivery of the whole.
13	Landowner matters
	Members of the group involved in these briefed the others on progress. All 4 landowner groups had been met with at least twice with the final group having a meeting scheduled for Thursday of this week (26 th). Meetings which included Land Agents had been discouraged. Legal advice to be sought RPB/JR
14	Silverstone Development Partnership
	The preferred name of the partnership was discussed and it was agreed to continue with term 'The Silverstone Development Partnership' (thus emphasizing the sustainable <i>development</i> of the village). The diagrammatic form of this partnership was sketched out; this incorporated the Parish Council as being the designated authority.
15	Stakeholders:BRDC/MEPC
	JR to clarify with Phil Reddall the total number of letterboxes in the village. This will be cross-referenced with the Post Office. The view was expressed that we should meet with BRDC and MEPC having been briefed by Tracey Hill as SNC officer with responsibility for overview of their respective Master Plans. It was clarified that MEPC have no plans for permanent housing on the Circuit site. Although there would be temporary living facilities in the form of student accommodation; a hotel and lodges. We are promoting the organic growth of our mediaeval village, conserving its ancient morphology and village environment, to sit beside and complement and contrast with the high-tech/highly impressive complex which is Silverstone Circuit. We abhor any move which could result in our village mutating into a suburban sprawl (as exists around most other world class circuits). Happily the English planning system allows and supports such a sustainable approach. And neighbourhood planning is an essential tool in achieving this outcome. Roz Bird (MEPC) and Stuart Pringle (BRDC) to be approached for suitable dates. It was requested that this should be after 19 th October due to other commitments JL to organise meetings
16	SNC Meeting 6th August
	CT and RPB reported on the very positive meeting held with officers from SNC – Tracey Hill (SNC Development Manager; Alan Munn and Mark Shaw (SNC Planning and Policy). Details of the current Silverstone Park/BRDC Master Plan were discussed. The wider site lies both within SNC and AVDC areas Whilst there was an application submitted in 2011, this was never implemented. There are three main elements to the current proposals 1. MEPC – Silverstone Park (Application Ref: S/2016/1795/EIA) – Motorsport / Technology related

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	<p>business park, education, hotels etc.</p> <ol style="list-style-type: none"> 2. BRDC – Silverstone Circuit (Application Ref: S/2017/1444/EIA) – Heritage Centre, leisure/adrenaline facility and family entertainment centre, education, hotel / short stay accommodation etc. 3. Force India F1 Team HQ (Application Ref: S/2019/1490/MAF) <p>(Note: In respect of 2. The following detailed applications have been received (S/2019/1154/MAR – Drivers Residences and club house), and S/2019/0312/NA – Hotel)</p> <p>Mark Shaw (our new NP contact) provided a contact for the information on numerical employment levels at the circuit and how this relates to the number of jobs in Towcester and Brackley. (Julia Raven – Lead officer, Economic Development and Tourism – julia.raven@southnorthants.gov.uk)</p> <p>Overall, it was felt that this had been a productive meeting.</p>
17	<p>Grand Union Housing Meeting 21st August</p>
	<p>RPB and CG had attended a meeting with Grand Union. The objective was to explore whether they could be a suitable partner in the provision of social housing. Again – a useful meeting with much to consider as they indicated they have access to substantial government funding for infrastructure.</p>
18	<p>Total Area Calculations</p>
	<p>RPB and CG to complete this piece of work. A discussion took place around funding and the need for a Trust Fund to be set up to provide money in perpetuity for any community facilities.</p> <p>RPB also drew everyone’s attention to the fact that all our work (particularly plans and drawings) were subject to copyright and their use was not to be misused by anyone we have had discussions with. Should this be breached, action would certainly be taken to protect this copyright.</p>
19	<p>Grant Regime</p> <p>CT agreed to clarify the grant funding available to the group.</p> <p>Original Grant£9000 of which £667.50 was paid back to Locality but should be still available to us)</p> <p>Additional Grant....£8000 which can be used for Allocation of Sites; Design Codes.</p> <p>A further grant of £10000 may be made available for groups wishing to bring forward affordable housing for sale. Separate to this there are various Technical Support items which can be accessed (no cash equivalent is available for these). Details are included on Page 8, 9 and 10 of the latest Guidance Notes for Grant and Technical Support (Locality).</p> <p>There was also the residue of the PC funding set aside for the NP. CT will provide an accurate figure for this when she has met with the Parish Clerk.</p> <p>The group went through the various aspects of what funding was needed to move all this forward.</p> <p>Barrister for legal advice as mentioned previously plus Heads of terms/Letter of Intent (RPB to get quote)</p> <p>Commercial Survey advice ... (RPB to get quote)</p> <p>Michael Wellock ... (CT to revisit original quote)</p> <p>Desk Top Publishing...(Already have a quote for this CB)</p> <p>TCPA advice (minimal cost)</p> <p>Legal advice for LDO</p> <p>Perspective artist (RPB to get quote)</p> <p>NP Policy EG (RPB to get quote)</p> <p>****CT cannot apply for funding until all quotes are received – BY NEXT MEETING****</p> <p>CT also to check on printing costs for finished Plan (In our original budget £1000 was proposed for printing costs)</p>

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	overall) As a separate attachment I am forwarding the part of the original fee proposal from Kirkwells. We have already used up the parts highlighted in Yellow leaving a balance of £4250 to be found.
20	Identify Draft Phase 1 RPB will sketch out alternatives for a future meeting to be advised. CG/RPB
21	The 'Newick Case' Cllr Bambridge had advised the group to look into the "Newick Case" as there could be adverse implications for the Silverstone NP. On investigation RPB determined that the promoters of this scheme were former colleagues and was, thus, able to get a comprehensive and detailed briefing from the MD of the promotion company. In brief, the Newick NP was seriously flawed in several key areas. Hence, the Newick example does not represent a deficiency in neighbourhood planning per se. It does, however, highlight the need for absolute clarity in formulating our NP policies and in the drafting of all attendant drawings. We are grateful to Cllr Bambridge for his input in this essential area of NP-making.
22	AOB – There being no further business the meeting closed at 4.40pm
	FUTURE MEETING DATES ARE LISTED BELOW.

Formal Meetings	
Monday, 21 st October, 2019 at 2pm	Confirmed
Monday, 25 th November, 2019 at 2pm	Confirmed