

LANGHAM NEIGHBOURHOOD PLAN GROUP

MINUTES

Meeting 37

Date	Wednesday 17th February 2016
Time	2.00pm
Venue	Committee Room, Langham Village Hall
Present	Pat Lee (PL), Tim Maskell (Chairman). Caroline Webb, Gail Palmer, Brenda Palmer, Alex Marshall, Penny Viner (Minutes), Jennifer Maskell
Apologies/not present	Richard Dilworth

1.	Welcome and apologies Apologies were received from Richard. It was noted that Ivan has resigned from the Steering Group, and it was agreed that Pat would draft a letter, for signature by Steering Group members, thanking him for his much valued input to the Neighbourhood Plan. <p style="text-align: right;">Action: Pat</p>
2.	Review Minutes 21.01.16, Noted that the correct meeting number was 36., and that item 6a) should refer to 'policies', not 'sites'. All actions dealt with. Minutes agreed and signed.
3.	Matters Arising (that are not on the agenda) <ul style="list-style-type: none">- Extra costs for the SEA. (Noted that neither Brenda's nor Jennifer's contact were able to help)- Public meeting: A successful event, attended by 72 people. Pat has already written to thank Ron Simpson, but it was agreed that the Group would send him a formal 'thank-you', particularly as he also attended the Parish Meeting.<p style="text-align: right;">Tim to draft a letter.</p>- Sue Renton advice/assistance: to be followed up in due course.- noted that the unauthorised circulation of an internal email about the signing of the NP to a wider group was unfortunate, but in the event the outcome was positive: the Plan has been signed by all members of the Parish Council.- Party: Alex and Penny were thanked for organising this.
4.	Local Plan and housing <ul style="list-style-type: none">- Housing requirements: questioned whether or not the requirement for 1.3 - 1.8 houses per year for Langham includes windfall. Noted that the Core Strategy anticipates 1.5 houses per year and that this number could be increased if the Local Plan is renewed. The role of Parish Council Planning

	<p>Committee (Rosemary Wright, Pat, and Janet) will be important in relation to windfall site applications.</p> <p>- Noted that the Housing and Renewal Group should meet to check that the wording of the NP clearly differentiates between planned development and windfall.</p> <p style="text-align: right;">Pat to call a meeting of the HR Group</p> <p>- Call for sites: Tim has had a reply from the Council to his letter asking why the list of sites is not available on the website. Apparently it will be published in August/September, at which time there will be opportunity for comment.</p> <p>.</p>
<p>5.</p>	<p>Parish Council Meeting update</p> <p>a) The Basic Conditions statement: has been signed by all members of the PCC.</p> <p>b) Amendments to the text: to include reference to ‘relevant EU legislation’.</p> <p style="text-align: right;">Pat to amend accordingly.</p> <p>c) Sign off: noted that the Plan will need to be signed off. RW pointed out that some amendments offered by her appear not to have been included in the latest version of the Plan – Pat to check and respond</p> <p style="text-align: right;">Action: Pat</p> <p>The Steering Group to write to the Parish Council to say that the final document is still being worked on (Scoping Report, checking, etc.), but the aim is to have all documents available to the PC for review by the end of March. All comments from the whole community will have been taken into account, so no further changes can be made, but clarification will be offered as necessary. There will be a Q and A session before the anticipated end-May sign off.</p> <p style="text-align: right;">Action: Pat</p>
<p>6.</p>	<p>Scoping Report and SEA</p> <p>Given that Gail’s research into other local NPs did not find any that were required to submit more than a Scoping report, it would appear that RCC’s requirement for a Langham SEA demonstrates an excessively cautious approach.</p> <p>Agreed that more work on the Cultural heritage section of the plan is needed to satisfy Historic England. Brenda has researched further relevant information, and more is available from the local History Group. Pat will pull together a rough draft of the new SD6 (Cultural Heritage) and, by the end of February, pass it to Caroline to engage Langham Village History Group in refining it and producing final version.</p> <p style="text-align: right;">Action: Pat, Caroline</p>

	<p>Pat is collating the available information that may be relevant to Historic England, Natural England and the Environment Agency for the Scoping Report, and will pass it to Kate to facilitate the speedy production of the Scoping report (and to reduce costs). Brenda and Gail will be supporting Pat and Kate in this part of the project.</p> <p style="text-align: right;">Action: Pat (Kate, Gail, Brenda)</p>
7.	<p>Barleythorpe letter Barleythorpe have formed a Forum, and want to be recognised as a Parish Council. They have formed a Neighbourhood Forum already so that they can develop their own NP. Tim will send the letter he has already written regarding supporting this, and will also draft another letter on behalf of the Steering Group in response to Oakham's recent apparent annexing of Barleythorpe into their proposed plan. He will send a copy to Pat for the records.</p> <p style="text-align: right;">Action: Tim</p>
8	<p>Funding – where we stand. The account balance was £3459.66 at end December 2015, with outstanding bills of over £1,000.00, plus Kate's anticipated fee of, say £2,700. There will also be the cost of printing the Plan. As funds are tight, should we apply for funding for a full SEA? Pat to send full details to Brenda who will investigate further.</p> <p style="text-align: right;">Action: Pat, Brenda</p>
9	<p>AOB Tim said that Peterborough had been allocated money from an EU fund – LEADER - to develop rural activities and he was investigating further regarding the availability of European money for Langham. He suggested that a small Group may be needed to work on a possible application for funds.</p> <p>The question of how best to ensure that the NP's proposals are implemented was discussed, and it was agreed that a small group, including PC members, could be formed to carry this forward. A notice to assess interest will be placed in the Langham News.</p>

10. Date of next meeting

2.00 pm on Friday 18th March at Langham Village Hall. Gail will chair the meeting, and Brenda will take the Minutes.

Caroline to check Hall availability