

# LANGHAM NEIGHBOURHOOD PLAN GROUP

## MINUTES

### Meeting 36

Date	Thursday 21 <sup>st</sup> January 2016
Time	2.00 pm
Venue	Ruddle Room, Langham Village Hall
Present	Pat Lee (PL), Richard Dilworth (Chairman), Tim Maskell, Caroline Webb, Brenda Palmer, Penny Viner (Minutes), Jennifer Maskell
Apologies/not present	Gail Palmer, Ivan Burger, Alex Marshall

1.	<b>Welcome and apologies</b> Apologies were received from Gail, Ivan and Alex.
2	<b>Review Minutes 29.12.15</b> <b>All actions dealt with. Minutes agreed and signed.</b>
3.	<b>Matters Arising (that are not on the agenda)</b> Local Plan meeting: submission to RCC
4.	<b>Site Assessment limits</b> The recent email correspondence on whether the percentage used to determine the acceptability of sites offered for inclusion in the Neighbourhood Plan was appropriate, and the consequent possible need for change to the Draft Plan was noted. Lengthy and detailed discussion followed, in particular on policy on changes to matters previously agreed, the need for an SEA, and whether the percentage approval rate in the Draft Plan for the sites in question was indeed appropriate.  It was noted that the Working Groups and Steering Group have been very careful throughout the LNP project to ensure that any suggestion they make has been shown to the public and their comments for/against sought. The site assessment methodology and outcome was fully consulted and no negative comment was received - and no request made to change anything. It was felt that coming up with a different approach AFTER consultation would not be democratic and would be inconsistent with the rigorously fair and open approach taken throughout the LNP project.  After an in-depth review of the issues, all present finally agreed that the rationale for the original decision taken by the Housing and Renewal Working Group was appropriate and should therefore be supported, and that no change to the site assessment limits given in the Draft Plan should be made. In particular, it was recognised that the chosen benchmark approval rate offered the Parish Council some support in identifying sites.
5.	<b>February 6<sup>th</sup> Public meeting. 1.00 pm– 3.00 pm Village Hall</b>

	<p>a) Posters: prepared by Gail. Noted date needs correction – 6<sup>th</sup>, not 16<sup>th</sup>. Clive will put up the posters.</p> <p>b) Slides. Noted that changes to the plan required by the various bodies that are involved may mean further delay in timings.</p> <p>c) Display Boards – Pat has organised these via RCC and has prepared display material. Richard will help with setting up the display</p> <p>d) Projector and computer. In hand via Richard</p> <p>e) Coffee/tea: decided against</p> <p>f) Ron Simpson/Sue Renton. Pat has invited both to be present and to be available to answer questions.</p> <p>g) Order of play: Presentation, Q &amp; A, Browsing and questions.</p>
<b>6.</b>	<p><b>SEA</b></p> <p><b>a) Costings and timings:</b> Kate's estimate for 3 policies, which she thinks should equate to 4 days' work, is £2,700.00. Jennifer and Brenda have contacts who work in the same area, and will try to check costs/seek a further estimate with them.</p> <p><b>Action: Brenda, Jennifer</b></p> <p>It was noted that current funds stand in the region of £3000 (Pat to get an up to date balance), and bills outstanding could equal £4 – 500. With the proviso that fund raising might be needed if there was any shortfall, it was agreed that Pat should contact Kate to accept her estimate, to carry out the work as soon as possible.</p> <p><b>Action: Pat</b></p>
<b>7.</b>	<p><b>TIMINGS FOR REST OF YEAR</b></p> <p>Noted that the Parish Council could sign off the plan at their meeting on 26<sup>th</sup> January on the basis that the SEA remained to be done. Brenda and Gail will both be at the meeting.</p> <p>It was also noted that ideally, the Steering Group should sign off the Draft plan next week.</p> <p>Pat will ask Sharon Baker whether the Plan could be submitted now, with the SEA to follow?</p> <p><b>Action: Pat</b></p>
<b>8</b>	<p><b>PARTY</b></p> <p>Alex Marshall and Penny were thanked for their help with refreshments for the 'Thank you' Party on Saturday 16<sup>th</sup> January, an enjoyable and successful event.</p>

**9 AOB**

**Local Plan:** it was noted that the Steering Group had held a meeting to prepare answers to RCCs questions in their Local Plan document. These have now been sent to RCC and acknowledgement of receipt has been received.

**Terminology:** Caroline noted that the current draft plan included mixed terminology, as regards 'Green spaces', 'Open Spaces', and 'Important Open Spaces', which

could lead to confusion for readers of the plan, and could also mean the proper importance was not given to some areas. Caroline will sent the documents that require amendment to Pat to check,]

Action: Caroline, Pat

**Thank you:** It was agreed that special thanks and a £100.00 gift token should be given to John and to Lauren in recognition of the tremendous amount of work they have undertaken on behalf of the Plan, at minimal charge

Pat to organise

**10. Date of next meeting**

2.00 pm on Wednesday 17<sup>th</sup> February at Langham Village Hall. Tim will chair the meeting, and Penny will take the Minutes.

Pat to check Hall availability