

Sutton Courtenay Neighbourhood Plan Steering Group meeting on 3 February 2020

Minutes

Attendees: Rita Atkinson (RA), Anne Morgan Smith (AMS), Kathy Whittaker (KW), David Hignell (DH) and Joanna O'Callaghan (JOC).

Apologies:

Mike Jenkins (MJ), Fred Cabbage (FC), Geoff Armstrong (GA), Catriona Brodribb (CB) and Sarah Eccles (SE).

Minutes from meeting on 20 January 2020 and matters arising:

Draft minutes were accepted. There were no matters arising not covered by the agenda.

Update on Grant Application:

RA provided an update. The application has been submitted and covers two separate packages of work:

1. Policies and text underlying policies. Bluestone and Alan Divall were considered for this package. It was concluded that Bluestone were more experienced in NP work and were well acquainted with what the Inspector expected.
2. Novell Tullet to complete open space work including sieve maps. RA to ask NT what is needed from Patrick to reformat maps.

A response form Locality should be received in 2/4 weeks. Work on the two packages must be completed by the end of March.

Further reports/work needed:

1. Design Guide Work:
Sharon of Bluestone has advised that even in circumstances where sites are not being allocated the design of any future housing must be covered. Bluestone plan to take The Vale Design Guide and make it specific to the character areas identified in the completed Village Character Appraisal. This work is not covered by the grant application however, as we propose to include work on urban design principles we should be eligible to apply for a further grant next financial year.
2. Key Views:
Will be covered by NT but photos need to be supplied. JOC will look out any relevant photos to discover gaps.
3. Biodiversity Report:
TVERC will charge a maximum of £232.50 depending on the extent of the information supplied. DH also felt that we should approach Louise Fox, OCC ecologist. RA says we need to ensure that TVERC will be provided on GIS format in order that they are compatible with NT's work. Reports from residents would be useful. This should be added to SC News entry.
4. Flood Risk Report:
Maps showing flood risk from water courses and surface water are readily available from the EA. JOC to download.
AMS will take lead on flood risk work.
5. Additional draft policies:
Policies covering housing need, infrastructure, community/recreation and employment to be forwarded to Robyn Tobutt (RT) at The Vale for comments. RA to circulate to SG before forwarding to RT.
6. Green Space Report:
Bluestone have identified that changes to the format are needed to fit with Inspector's desired template. They will supply template and KW will make adjustments. Bluestone will need 3 hours paid work to provide what we need.
RA will raise this with the PC at meeting on 4 February.

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7. Research into existing public rights of way/cycle paths:
Starting point is OCC website which shows map of existing paths. Questionnaire responses highlighted this issue. Graham Wells, Nordic walker, could be approached as 'footpath guardian'. JOC to contact him.

Outstanding Invoice Village Landscape Appraisal:

RA confirmed that PC are happy to pay once appropriate amendments have been made. Amendments in line with SE's email plus removal of all references to development. JOC to email Stephen.

Project Plan:

Deferred until next meeting.

PC Feedback:

NP presentation confirmed for March PC meeting at 7pm.

Possible future Assistance from Linda Martin (former PC Clerk):

To be raised at next PC meeting

SC News Entry:

Refer to presentation at March PC meeting. Refer to grant application and specialist consultants. Request for assistance from residents with evidence of flood risk and biodiversity, additionally footpath/cycle path improvements.

A.O.B:

Peter Morris (PM) tendered his resignation from the SG on 19 November 2019. PM was thanked for all his work and his resignation was accepted via email dated 20 November 2019.

Date of Next Meeting:

24th February 2020.

NB no meeting to be held on 17th due to absences.

Action Points:

1. JOC to provide NT with photos of views.
2. JOC to download Environment Agency maps.
3. RA to raise Bluestone additional hours with the PC.
4. JOC to contact Graham, Nordic walker.
5. RA to circulate additional draft policies to SG and then onto RT of The Vale.
6. RA to ask NT what is required to reformat Patrick's mapwork.
7. JOC to email Stephen regarding amendments needed.
8. JOC to draft SC News entry and email to SG for input.