**Earls Barton Neighbourhood Plan Project Team**

**Meeting: Thursday 19 July 2012**

**Venue: Earls Barton Fire Station**

**Attendees:** Peter Wright (Chair Project Team), James Wilson (Project Manager),

Mike Nichols, Colin Wells, David Lewis, James Abbott,

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| **Item** | **Subject** | **Action** |
| 1. | **Apologies for Absence:**  Jackie Wright, Joseph Wright, Rosie Smart, Ron Sheffield, Chris Shaw, Nick Chapman, Bridget Chapman, Andrew Rozzier .  (James Abbott was welcomed to the group) |  |
| 2. | **Review of last minutes:**  The minutes for the meeting held 28 June 2012 were agreed.  The Action for JW to write to CLG regarding the Redrow Homes and Dawlish NP implications is still outstanding and will still be completed  PW mentioned that EBPC had been concerned about the lack of support by the Borough Council for the Redrow Appeal. A letter had been sent to the Council requesting a meeting with the Chief Executive to explain why there had not been more collaboration with the Council’s Barrister. | J Wilson |
| 3. | **Redrow Homes Appeal - Implications:**  The group discussed the issues arising from the Redrow Homes Appeal . JW informed the group that the Planning Inspectorate stated that the target date for publication of the Inspectors Report was 01.08.12. PW commented that the County Council had a covenant on land from Northampton Road to Compton Way. He would write to NCC for confirmation of this or obtain information from the land owner. | P Wright |
| 4. | **Meeting with Borough Council of Wellingborough – N/Plan issues:**  J Wilson, R Smart, P Wright and Cllr Peter Morrall attended a further meeting with Sue Bateman, Andrew Miles, Justice Nyakatawa and Steve Butterworth of BCW. Wollaston and Irchester representatives were also present to discuss NP issues and the support BCW can offer local areas. Two key issues were discussed;  *Housing Needs Survey* – this is required due to the fact that the North Northamptonshire Housing Needs Assessment which has just been completed for the Core Strategy cannot be disaggregated down to Parish and Ward level. The Dawlish NP examination also identified that a robust methodology and evidence of housing need was required for the plan. WBC agreed in principle that they should organise the questionnaire and analysis for the survey and that the Parishes should assist by delivering them and encouraging a high response rate – need about a 20% return. However, resources were felt to be a problem. Subsequent to the meeting the Borough Cllrs for the village negotiated with the Council to make more resources available for this important piece of work. Questionnaires should now be ready for the Parish and Steering Group to deliver by 27.07.12. **The group discussed that as many volunteers as possible would be require to distribute the surveys.** **(Please let JW or PW know if you can assist over the next 2-3 weeks)** It was mentioned that from the previous survey we already have 100 email addresses from people who completed it and these can be used to send the survey electronically to them.  DL indicated that he knew of a company that could deliver a Housing Needs Assessment relatively cheaply if the route through WBC did not materialise.  *Community Infrastructure Levy* – WBC updated the group on the progress with the CIL. This is coming into force nationally in April. North Northamptonshire is bringing forward a scheme for the whole of this area and a preliminary charging schedule should be out for consultation sometime in the Autumn. The impact for the Neighbourhood Plan is how much of this funding, which will largely replace s106 developer contributions, will come back to the local areas where housing growth takes place. The Government still has to announce whether they will set a ‘meaningful proportion’ of CIL which will come back to Parishes or leave this for local negotiation from consultation carried out last December.  PW informed the group that WBC would be presenting a report to the September Development Committee which would set out what it intended to do with the funding from the New Homes Bonus and how it would operate CIL locally. Further information will be fed back to the group as this progresses. | J Wilson/R Smart/PW  ALL |
| 5. | **Parish Council Extraordinary Meeting 18.07.12**  The Parish Council met with members of the Earls Barton Sports and Leisure Group and discussed how this might be progressed alongside the NP process. There were potential conflicts as the 2 streams of work were naturally converging.  The group discussed the various issues which were facing the project and the discussions which had taken place with WBC. EBPC resolved to agree;   * to the continued development of the Earls Barton Neighbourhood Plan, * to reaffirm its commitment to see new and enhanced sports and leisure facilities brought forward for Earls Barton, * that the sports and leisure project is assimilated into the Neighbourhood Plan and henceforth progressed as a theme within the Neighbourhood Plan. * that negotiations continue with local landowners to identify potential sites for sports and leisure facilities for Earls Barton.   A further resolution – that funding for the continued development of the Neighbourhood Plan is supported from resources previously allocated for the sports and leisure project was not supported however the Parish Council indicated that if future and further funding were required this would be considered and addressed at the appropriate time. |  |
| 6. | **Feedback on Consultation/Questionnaire:**  The group discussed the questionnaire results. Approximately 375 had been returned (about 16% of all households – the 2008 Housing Needs Survey was 17%) so a respectable result was achieved. An article has been placed in Barton Today summarising the results. A more detailed report analysing the results was now required. JW would source a framework for this and look at how other areas had structured their reports. A suggested approach was   1. Issues out of our hands – e.g. Doctors/Banks etc 2. Environmental issues – non-planning e.g. Road surfaces/litter etc to be dealt with by EBPC/WBC/NCC 3. Things that can be affected and influenced by the NP e.g. Car Parking, housing, Sports & community facilities   This report will be completed and circulated to the group for further discussion in due course.  The next community event was discussed and it was agreed that this now need to be planned in more detail. The focus will be around a community Vision, key objectives and getting agreement on the scope of the plan. This would take place around October and dates need to be agreed so that this can be organised. JW has been in contact with the Princes Foundation and it is hoped that they or other supporting organisations for NP may be able to help facilitate this next major community engagement. JW to outline what is required.  A discussion also took place on what further evidence and information we might require moving forward – it was agreed that the Project Group firstly needs to agree on the priorities and scope of the plan but that issues like car parking may need more work as we move forward.  The capacity of the village schools was discussed and it was agreed that a meeting should be arranged with the head teachers to better understand their future pupil admission numbers. This may be impacted by further increases in population and the County Council Education & Learning team will also need to be met. | J Wilson  P Wright/All  J Wilson  P Wright/R Smart |
| 7. | **Feedback on Call for Sites/Landowner Activity:**  Return date set for 10 August. Still only 4 replies received so far however other sites are likely to come forward. Discussed that engagement with landowners needed after the deadline for the call for sites had ended. PW to share landowner spreadsheet with JW and appropriate meetings/contact to be made with landowners during September. This would only be an initial contact to explain the NP process and gain any further information on sites – any constraints etc.  A sub group to consider development viability and the deliverability against community objectives was suggested to provide an information and evidence base for the project group. PW/JW to organise. | P Wright/J Wilson |
| 8. | **Any Other Business:**  None raised. |  |
| 10. | **Date of Next Meetings:**  Thursday 23 August 2012 – 7.30pm (to be reviewed if needed nearer the time – subject to people’s holidays/availability)  Thursday 6th September 2012 – 7.30pm (important for planning next Community event) |  |