**Earls Barton Neighbourhood Plan Project Team**

**Meeting: Tuesday 7 May**

**Venue: Earls Barton Fire Station**

**Attendees:** Robert Gough (Chair Project Team), James Wilson (Project Manager),

Faye Baxter, David Lewis, A Rozzier, C Shaw, Ron Sheffield, Rosie Smart (Clerk to Earls Barton Parish Council), Colin Wells

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| **Item** | **Subject** | **Action** |
| 1. | **Apologies for Absence:**  Mike Nichols |  |
| 2. | **Review of last minutes:**  The minutes for the meeting held 31 January 2013 were agreed taking into account the following amendment – Areas with a Neighbourhood Plan will received 25% of CIL contributions as opposed to 15% (capped) for those areas without a plan. |  |
| 3. | **Appointment of new Chair for EBNP Project Group:**  RG was unanimously appointed Chair of the Project Group. |  |
| 4. | **Feedback on Parish Council meetings/decisions:**  JW reported. There has been an enforced hiatus due to the death of Peter Wright. The Parish Council has agreed to continue to support the Neighbourhood Plan and has allocated £10,000 funding for the financial year 2013/14. |  |
| 5. | **Future of the Project Group and Membership:**  It was agreed that it would be good to have some new members to the wider group. The next update in Barton Today will include an invitation for local residents to join the Project Group. It is important to make sure that people living close to the “Grange” site to the north of EB have to opportunity to engage in the process going forward. JW to draw up a new time table for the project taking into account the enforced delays. Currently approximately 6 months behind schedule. JW and RG to work together between meetings with the main meeting focussing on direction and strategy. Review this method at next meeting. | JW/RG |
| 6. | **Review and Feedback on Consultation:**  The analysis report was accepted by EBPC. Start work on basing the Neighbourhood Plan around The Grange site (preferred option of consultation responses) and fleshing out the policies of the plan based around issues raised. Decide on priorities for the Plan (parking, affordable housing, housing for elderly, etc). Any specific issues raised in the Plan will need to be back up by an evidence base. If the issues are vaguer, it may weaken the issue but could ultimately give more flexibility in finding solutions. | JW/RG |
| 7. | **CSS Review – Housing Targets for Rural Areas:**  BCW housing figure for Earls Barton is 150. Community Infrastructure Levy introduction has now been delayed until 2015. The Core Spatial Strategy has been delayed due to Rushden Lakes. The Joint Planning Unit is looking at housing figures for principle villages. Currently awaiting the results of the Irchester planning appeal. |  |
| 8. | **Review funding bid for Locality & support:**  £7000 funding is available from Locality towards Neighbourhood Plan costs, as well as support. JW and RSmart are looking at the funding application and will ask Alex Munro for his input before submitting. |  |
| 9. | **Next Steps:**  It was agreed that an information event should be held at The Grange to draw out the issues and concerns of those living round The Grange site regarding possible development. EBPC are considering engaging professional support to look into the viability to developing The Grange site and to establish the ratio of houses to land needed to acquire the sports fields.  JW to arrange a meeting with BCW’s new Neighbourhood Plan Officer, Alex Munroe.  JW to speak to Alex about Environment Assessment and whether these are required. A Sustainability Assessment is not needed for Neighbourhood Plan but it is good practice and there is a better chance that the plan will get through the Independent Examination is there is a solid backbone which includes a Sustainability Assessement and supporting documents.  JW to continue with background work and evidence base – pulling together documents.  It was decided to hold off on a Transport Study at present, as issues which arise could be solved using future CIL contributions.  Meeting to be held with Sport Dev Project Group reps. | ALL  JW  JW  JW/RG/RSmart |
| 9. | **Any Other Business:**  None |  |
| 10. | **Date of Next Meeting:**  Thursday 23 May 2013 |  |