

Brigstock Neighbourhood Planning Subcommittee

Meeting Number	18
Date Of Meeting:	22 nd September 2015
Location:	Brigstock Village Hall
Purpose Of Meeting:	Committee meeting
Minutes Prepared By:	Nigel Searle
Date & Location Of Next Meetings:	13 th October 2015 Brigstock Village Hall
Attendees:	C Allen (Chair), S Wilks, M D Smith, M. Smith, N Searle, S Brown, N Schofield, R Fincher, I Simpson, C Wilkinson
To be notified	Mike Burton– ENC Planning. Colin Wilkinson - Consultant
Copies to:	Committee members, Parish Councillors plus Website and those expressing an interest

Item No	Subject
18.01	<u>Public Forum</u> 1 member present J Leech
18.02	<u>Apologies</u> L Spencer and J Mumford sent their apologies. S Brown sent his apologies for the 13 th October meeting
18.03	<u>Declaration of interests</u> None declared
18.04	<u>Minutes of previous meeting (17)</u> These were approved and signed as a true record of the meeting.
18.05	<u>Review outstanding actions</u> See action diary appendix
18.06	<u>Agree new actions and priorities</u>
18.06a	<u>Review of Launch Meeting</u>
18.06ai	It was agreed that the meeting was a success and the presentations covered all the information that needed to be communicated.
18.06aia	
18.06aib	
18.06aiaii	There was a good turnout (under 100) but did not represent the village age profile.
18.06aiaiii	See Appendix for a summary of the responses
18.06aiaiiii	Interesting that no heritage issues were brought up
18.06aiaiv	Display content to be put on the website ACTION NS

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- 18.06b Stakeholder meeting
- 18.06bi There was a revision of the event date. Now set for 11th November subject to the hall being available. Start time 6pm to be confirmed. Tea and biscuits to be served.
- 18.06bii There should be prepared questions to stimulate the workshop groups.
ACTION CA
- 18.06biii Groups for consideration to be invited from:-
After much discussion it was decided that all stake holders not invited to the launch meeting would be invited. There would be an introduction and then the groups would be split into workshop groups.
- | | | |
|------------------------|------------------------|--------------------|
| ENC | Leicestershire CC | Adjoining Parishes |
| Natural England | Environment Agency | NCC |
| HISTORIC England | Clinical Commissioning | Surgery |
| Schools | House Builders | Churches |
| Major Businesses | Wildlife Trust | Shops |
| Parks | Housing Associations | Sports Clubs |
| Diocesan Bd of Finance | Local Police | Libraries |
| Nene Valley Ass | Hunt | etc |
- 18.06c Other Actions
- 18.06ci List of developers **ACTION NS**
- 18.06cii Contacts at District and County **ACTION SW**
- 18.06ciii Contact for Police **ACTION NS**
- 18.06ciiii Contact the groups **ACTION CA**
- 18.06cv Check Hall Availability **ACTION CA**
- 18.07** **AOB**
- 18.07i Letter to be sent to WI thanking them for their support with the Tea and Cakes
ACTION NS
- 18.07ii e-mail Rural Housing questionnaire to NHP group.
- 18.07iii Questionnaire Hard copy to each House with option to complete electronically. Additional questionnaires to be available so each adult per household can complete one if they so desired.
- 18.08** **Date of next meeting**
13th October in the village hall meeting room @ 7:30

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Future housing and development responses from map at open meeting, 20 September, 2015.

1. No building up to or beyond the A6116 bypass or we will end up with the Geddington scenario where you need to bypass the bypass. Several post-its and conversations on the same point, maintaining buffer zones to the bypass.
2. Organic growth only, no major developments. Eg No developments that represent more than a 20% increase in the size of the village. Some development permitted in the plan but smaller and in keeping with the village. No huge housing developments on greenfield land and select housing for local needs.
3. One-way suggestion by Gladman not a good idea.
4. Build some smaller houses for purchase. Plus build more for downsizing retired people.
5. Move school to Pocket Park site. Also, make site available for starter/affordable homes. Are business near Pocket Park staying? Could these sites be freed up? Total of five post-its related to Pocket Park site during meeting. All on same theme.
6. Limit new development.
7. Preserve cricket meadow and country park as spaces to roam.
8. Improve street lighting.
9. Improve access to parish church, especially for elderly and people with mobility issues.
10. More community facilities such as tennis courts and a play area closer to the centre.
11. Encourage tourism to this important village and East Northants.
12. Make use of Brigstock Camp, possible community use or business/housing although there could be access issues with traffic.
13. Make use of the Wallis & Linnell factory building. Eg convert to apartments. NB it was also pointed out that the building is being used, currently storage.
14. Protect agricultural land to the south side of the village.
15. Preserve Rectory Paddock - with note that it is also liable to flooding.
16. Take note of traffic congestion in the High Street and Back Lane.
17. Reduce traffic speeds in Stanion Road, Lyveden Road, Sudborough Road and Back Lane.

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ANALYSIS OF COMMENTS ON GREEN SPACE BOARD AT NEIGHBOURHOOD PLAN LAUNCH EVENT

Prevent creeping development 1

Keep village envelope as much as possible with green buffer zones i.e. don't build up to the by-pass. Minor infill only. 4

2 or 3 bedroom houses/bungalows for down-sizing 4

Protect view from Stanion Road across to the Meadow 4

Protect the woodland and green area at the back of the cottages on Benefield Road 3

Protect the allotment land/allotments are very important 4

Some recreational/play area at North end of village 1

Ensure Meadow remains a green space 4

Ensure the Park remains a green space 4

Extend cycle paths within the village and to adjacent villages --Sudborough -- Lowick—Thrapston 4

Pocket park could be used for new school/other village facilities/affordable Housing 6

Value the Country Park –lovely space and facility for the village 3

Build on corner plot at base of steps to Country Park or use as memorial garden 3

Redevelop camp site for light industry 4

New developments which are accessible for pedestrians. Don't encourage People to drive through the center of the village 1

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Captures re.:

Demographics:

Generally people were surprised and pleased to have been provided with the data on display

The data was seen as very useful/interesting

Had not realised the age structure of the parish and the changes in population ages which had occurred

General interest in the need for downsizing accommodation and the potential to retain/attract younger people to the village through affordable housing

One comment that the school was full and they were taking their child to Aldwinckle
There were no negative comments

Young & Old:

The bus service is not reliable therefore people deterred from using it

Smaller buses would be more economical

Felt that the bus operator was making artificial difficulties such that the service would be underutilised providing reason for it to be discontinued

There was interest in a service to Thrapston

There should be more cycle ways on the main road especially to Thrapston

There should be a cycle route down the valley (across fields) as a tourist route

A number of people commented that the school should be re-sited on the Pocket Park including a site for a permanent playgroup

A definite need for "nice" bungalows for maturing people to move into freeing houses for families

Bungalows should have a small garden as this enabled people to maintain some activity

A number said they would like to downsize and stay in the village but they are not able to at present due to the lack of suitable properties

The provision for young children was thought to be adequate with the Swing Park and Country Park

Older children were provided for at the cricket pavilion with associated activities

Much of the social housing provision is not designated for villagers e.g. Harpers Court taking younger people from outside of the village

The Vicarage Rooms should be replaced or considerably improved

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Brigstock Neighbourhood Plan

Time Line

September	October	November	December	January	February
Launch Meeting		Stakeholders meeting	Completed Housing Survey	Draft Questionnaire CW	
			Options Document CW		

Brigstock Neighbourhood Plan

ACCOUNTS ANALYSIS

Approved grant budget

August 2015 to February 2016

Item	Budget	Aug	Sept	Oct	Nov	Dec	Jan	Feb
Consultant -Surveys	£840		£325:00					
Consultant –Launch event advice	£390		£490:80					
Consultant –Questionnaire & Analysis	£1,690							
Printing Costs – Questionnaire	£208							
Publicity Costs - Poster Printing	£10							
Publicity Costs - Street signage	£180							
Unbudgeted	£000	£97.94	£31.50					
Total	£3,323	£97.94	£847.30					
Available Funds Balance	£3,323	£3,225:06	£2,377.76					
VAT this is re-claimable			£163:16					

Month	Reference	Cost ex VAT	Supplier	Item
Aug	101143	£24:41	ENC	Map printing
Aug	101149	£73.53	ENC	Map printing
Sept	101160	£31.50	Royal Mail	Postage
Sept		815:80	Planit-X	Consultancy

Brigstock Neighbourhood Plan

Ref	Completed Actions		Resp	Due by
12.04iic	To try and improve the response it was suggested there should be a link to the questionnaire circulated with the school routine information text. ACTION RF		RF	ASAP
13.07iii	It was agreed that the flyer circulated to all houses would also include the questionnaire ACTION SW		SW	21/07/2015
17.06v	Size of display board to be obtained and circulated to group ACTION NJS	Sept Boards Obtained	NJS	20/09/2015
17.06vi	List of all street names and numbers to be supplied to Ian Simpson ACTION NJS	Sept Provided	NJS	20/09/2015

Ref	Outstanding Actions		Resp	Due by
5.06iii	Try to collect as many e-mail addresses from residents so we can start communicating via Brigstock News. Offer a prize. ACTION CA	Very slow start Progressing	CA	31-03-2015
15.06viii	Separate stake holder meeting to be arranged ACTION	Sept Provisionally booked for the 13 th October this may require a revision	T.B.A	

Brigstock Neighbourhood Plan

Ref	New Actions		Resp	Due by
18.06av	Display content to be put on the website ACTION NS		NS	13/10/2015
18.06bii	There should be prepared questions to stimulate the workshop groups. ACTION CA		CA	13/10/2015
18.06ci	List of developers ACTION NS		NS	13/10/2015
18.06cii	Contacts at District and County ACTION SW		NJS	13/10/2015
18.07i	Letter to be sent to WI thanking them for their support with the Tea and Cakes ACTION NS		NJS	13/10/2015
18.07ii	e-mail Rural Housing questionnaire to NHP group. ACTION NS		NJS	13/10/2015
18.06cv	Check Hall Availability ACTION CA		CA	13/10/2015

Brigstock Neighbourhood Plan

To avoid reinventing the wheel the table below lists decisions agree.

Meeting Note Reference	Decision
1.05	Finance:- As this is to be a subcommittee of the parish council the parish clerk will manage the budget and payment of accounts
1.06i	12 month time scale would be desirable. It would now appear that this is over optimistic and 18 months + time frame would be more realistic.
1.11	E-mail addresses to be held centrally with limited authorised access.
2.08	Work plan timescales Project time frame:- The initial launch date has now been revised and will be announced at a later date. Launch at public meeting confirmed for 12th July See Reference 13.04
5.06i	Name for group. To be formally known as the "Brigstock Neighbourhood planning group"
13.04	Review Planned Launch Date it was decided to move the date to the Sunday after the beer festival. Sunday 20 th September.
13.05	Selection of consultant to support the NP project Using the agreed selection criteria consultant "1" on the matrix was selected.
13.07iii	It was agreed that the flyer circulated to all houses would also include the questionnaire
15.06viii	Separate stakeholder meeting to be arranged. Provisionally booked for the 13 th October Rearranged for 11th November