

Brigstock Neighbourhood Planning Sub-Committee

Meeting Number	29
Date of Meeting:	5 th April 2016
Location:	Brigstock Village Hall
Purpose of Meeting:	Committee meeting
Minutes Prepared by:	Nigel Searle/Chris Allen
Date & Location of Next Meetings:	4 th May 2016 Brigstock Village Hall meeting room
Attendees:	C Allen (Chair), M D Smith, M Smith, N Schofield, S Brown, N Searle, S Wilks, R Fincher J Leach, Colin 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
29.01	<u>Public Forum</u> One members present
29.02	<u>Apologies</u> J Mumford, L Spencer
29.03	<u>Declaration of interests</u> None declared
29.04	<u>Minutes of previous meeting (28)</u> These were approved and signed as a true record of the meeting.
29.05	<u>Outstanding Actions</u> See action diary appendix
29.06	<u>Questionnaire Review</u>
29.06i	<u>Review summary Report</u> Report not available for meeting
29.06ii	<u>Data analysis requirements</u>
29.07	<u>Review Reports</u>
29.07i	Rockingham forest
29.07ii	Brigstock character and heritage - SW provided an update to the Village Design Statement
29.07iii	Employment – LS supplied extracts from the questionnaire showing who worked where. CA supplied some extra figures from the results.

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29.07	<u>Review Reports</u>
29.07iii	Local housing needs – CW provided comprehensive housing figures and showed that we need about 35 extra houses to meet figures and ENC anticipation from local plan
29.07v	Green spaces, views and landscapes – CA gave extracts from RNOTP existing policies. Sites identified in questionnaire, same as the RNOTP Plan. CW says we need to assess the sites against new standards.
29.07vi	Ecology and countryside - MS gave comprehensive review of ecology having got information from the outside sources.
29.07vii	Local services, facilities and infrastructure – NS and SB gave report on services, esp school and Surgery. Gave proposed policies
29.08	<u>Actions from Above</u>
29.08i	We need to inform and discuss with ENC regarding our proposals for future housing. CW to contact them
29.08ii	CW to carry out assessments of the SHLA sites and the Pocket Park for future developments
29.08iii	SW to talk to NCC Education re new school possibility. CA to contact school governors re next meeting
29.08iv	The Open Spaces need assessing against new criteria. CW to send criteria to CA for him to start assessments
29.08v	RF and LS to do some more work on employment to include all references from Questionnaire
29.09	<u>Gladmans</u>
	Following discussions as to whether CW should prepare a report on the progress of the NP to submit to the inspector, it was agreed that the NP committee would ask the PC to ask CW to prepare a report that SW will use to submit with their evidence for the Gladmans proposal .
Addendum to issued notes	"It was agreed by SW that the NP committee would be permitted to scrutinise any document/ report produced by SW prior to submission to the Inspector", (as requested by SB), this was supported by the NP committee"
29.10	<u>Correspondence</u>
	Request to CA from the school Governors for an update to the NP
29.11	<u>AOB</u>
	None
29.12	<u>Date of next meeting</u>
	4 May 2016 in the village hall meeting room @ 7:30

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Ref	Completed Actions	Resp	Due by
28.06iii	Now that the questionnaire is closed an e-mail to all those who responded and gave their permission to contact them will be sent a thank you. ACTION	NS	05/04/2016
28.07ia	Colin to arrange meeting with ENC to discuss evidence base ACTION	Colin W	05/04/2016
28.07ic	Draft submission, create content headings Rockingham forest ACTION MS, MDS, JM		05/04/2016
28.07ic	Draft submission, create content headings Brigstock character and heritage ACTION SW		05/04/2016
28.07ic	Draft submission, create content headings Additional local Jobs ACTION LS, RF		05/04/2016
28.07ic	Draft submission, create content headings Local housing needs ACTION Colin Wilkinson		05/04/2016
28.07ic	Draft submission, create content headings Green spaces, views and landscapes ACTION CA		05/04/2016
28.07ic	Draft submission, create content headings Ecology and countryside ACTION MS, MDS		05/04/2016
28.07ic	Draft submission, create content headings Local services, facilities and infrastructure ACTION SB, NPS		05/04/2016
28.07iiid	Colin will produce an evidence paper for the next meeting ACTION	Colin W	05/04/2016
28.07iiiib	SW to update village design statement as a background appendix ACTION	SW	05/04/2016

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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
28.06ii	The results of the questionnaire were gone through and there was general discussion on the best way to covert the data into information and present it as evidence to support the NHP polices. Juliet Mumford to do a summary of results. ACTION	Summary report received	Juliet Mumford	05/04/2016

Ref	New Actions		Resp	Due by
29.08i	We need to inform and discuss with ENC regarding our proposals for future housing. CW to contact them		CW	041/05/2016
29.08ii	CW to carry out assessments of the SHLA sites and the Pocket Park for future developments		CW	041/05/2016
29.08iii	SW to talk to NCC Education re new school possibility. CA to contact school governors re next meeting		SW	041/05/2016
29.08iv	The Open Spaces need assessing against new criteria. CW to send criteria to CA for him to start assessments		CW	041/05/2016
29.08v	RF and LS to do some more work on employment to include all references from Questionnaire		LS	041/05/2016