

**Minutes of BADGERS MOUNT NEIGHBOURHOOD PLAN 6th STEERING
GROUP MTG – 15th August 2019 (7.30pm– 9.30pm)**

1. Attendees and Apologies for Absence

Chair – Cllr Alistair Dunlop (AD)

Geoff Dessent (GD) – Neighbourhood Plan Coordinator, Cllr John Grint (JG)., Cllr Simon Lake (TM), Cllr Gordon Plumb (GP). Roger King (RK)

Apologies –Simon Taylor (SDC), Cllr Tracey McCartney

The minutes of the 5th Neighbourhood Steering Group were agreed and signed with some minor amendments, and have been placed on the website.

2. Topic Groups

It was agreed that it was very important to fully populate all 4 topic groups and establish a chair for each so that they could start to meet in the Autumn. It was agreed that some form of data sharing cloud (eg dropbox) should be set up to start sharing information across all the topic groups as soon as possible.

Action: GD to discuss with the consultants how best to do this.

A number of inputs have already been produced

- Housing make up by Council tax bandings
- A draft ecology report (interim) - though there were concerns that this needed to be far more specific to the parish to be valuable – these points will be fed back to the consultants who are working on this (Engain)
- A map of the SDC owned land in the Parish
- Paper explaining how housing needs are being dealt with across the district and how this might affect the two proposed allocated sites in the parish
- An interim report on Local Transport is still awaited.

It was agreed d that it would be useful to have

- A more detailed understanding of the exact types of housing in the parish

Action: GD to work this up

- A comprehensive list of the main landowners in the parish

Action: GD to work this up working with the land registry – all agreed that a budget of £100 was not unreasonable for this work to cover land registry fees.

3. Housing Needs Survey

It was agreed that a housing needs survey for the parish would be useful.

Action: GD to contact SDC seeking their help in carrying out such a survey, making it clear that the PC would support this by helping to get a good response rate from residents with a minimum target of at least 30%. In contacting SDC, all agreed that it was essential to have not only a paper survey but also a parallel electronic version for maximum reach.

4. Progress on Residents Engagement

Some progress had been made on this in delivering the first NP newsletter. However, more needed to be done and supporting the housing needs survey was the next opportunity to make further progress.

5. Progress on Stakeholder engagement

As regards the key stakeholder SDC a statement would be sent in (to be finally agreed on 16 August.) The consultants (Oneill-Homer) had just sent in some further suggestions – slightly upgrading the previous draft provided by GD.

It was also agreed that the PC should seek to attend and speak at the hearings of both the proposed development sites in the Parish and possibly also as those sessions on housing density and housing mix.

Action: A statement will be submitted to cover all the above points on 16 August (this was agreed and done on 16 August)

It was also agreed that the initial stakeholder list (now on the website) should be split between GD, AD and JG and that they should undertake some initial stakeholder contact. GD had already been in contact with the Environment Agency.

Action: GD to circulate list and suggest allocation of work.

6. Visioning meeting on 5th September

The consultants ONEILL-HOMER would run this session and the aim would be to establish a vision for the parish going forward to be set out in the Neighbourhood Plan.

The latter part of this session would be used to plan the open session on 4th October where the vision so far would be shared and discussed openly with residents.

It was also agreed a flyer should be produced following this meeting to attract as many residents as possible to the session on 4th October.

7. Arrangements for the 4th October Open meeting

It was agreed that:

- It would be useful for Oneill-homer to attend the session on 4th October
- Soft refreshments should be provided.

8. Budget

It was noted that the £9k grant from Locality (to be spent in 2019/20) had now been secured.

The first invoice from the consultants ONeill-Homer (inception work) was agreed for payment (£1320.00 inc VAT).

JG reminded the meeting the NP coordinators costs would also be charged to the NP budget every 6 months, but noted these costs could not be netted off against the grant which could only be used for net of VAT consultants' costs.

9. Next Steps

Preparations for:

- The visioning meeting, which will involve GD liaising with the Consultants
- The Open meeting on 4th October (see above)

Geoff Dessent (Neighbourhood Plan Coordinator) 16rd August 2019