WORMINGHALL NEIGHBOURHOOD PLAN STEERING GROUP

SECOND MEETING - MINUTES

Venue - 64 The Avenue, Worminghall

Date and time - 5 October 2016, 7.30pm

Attending - Steven Bramley, Don Potter,  Tracey Skates, Ian Parsons, Ramsay Hovell, Keith Dunford and Sally  Chapman  (consultant)

**1.** The meeting opened by welcoming KD, RH and SC who had not attended previously. IP declared an interest as a Worminghall landowner.

**2. Policies**

There was a full discussion about the policies for the WNP, on which villagers would be consulted by questionnaire. The following points were made –

- it was important to build on the priorities identified in the 2014 Worminghall Village Plan.

- there was widespread support for a play area and /or a green space in the heart of Worminghall.  There was an acceptance that provision of these amenities could only be funded by a small level of development in the village.

- it was understood that in order to comply with legal requirements it would be necessary for the WNP to allow for no less development than was proposed in the Local Plan. The draft Local Plan proposed 11 new properties between 2013 and 2033, of which two had already been built and another had the necessary planning approval.

-there was detailed discussion of how the questionnaire should present these issues clearly to villagers, and how the questionnaire should focus on the key issues for a Neighbourhood Plan of housing, community facilities and footpaths and traffic.

- while there has already been interest from developers no one will have privileged access to the Group but all will have the opportunity to submit proposals for development which may (not will- that is for the Group to decide) be included in the questionnaire.

**3. Project plan, including milestones and timescale**

Sally Chapman took the Steering Group through the next steps that needed to be taken –

- a survey and assessment of potential sites for development. These could focus on those within or close to the village, rather than other areas within the parish. These would need to be available for development, suitable for development and deliverable in that development would be economically viable. DP and IP would carry out the survey, except for land in which IP had an interest,  which would be surveyed by DP and SB.

- write to landowners and any agents, notifying them of the work being done on the WNP and the questionnaire,  and seeking additional information about the sites, including whether they would consent to development. TS would sign these letters as chair of the Worminghall Parish Council.

- the questionnaire could then be sent to villagers,  taking account  of this further information. The draft would be further amended by SB, and TS would arrange for a suitable map for inclusion in the questionnaire.

**4. Funding**

Sally Chapman provided further information on this. TS had already sent an Expression of Interest to Locality on behalf of the Steering Group. The next step was to submit the full Funding Form. The aim would be to secure funding for the period until the end of March 2017.

**5. Any Other Business**

It was agreed to amend the Terms of Reference by adding at the end-

"Meetings.

- The WNP Steering Group would conduct its meetings in private and these would be closed to non-members of the Steering Group.

- Members of the Steering Group who are landowners or developers should declare their interests at all meetings they attend."

**6. Date of next meeting**

To be confirmed.