

## STEERING GROUP MEETING

Held at Cropper Room, Bryce Institute, 19<sup>th</sup> September 2017, at 7pm

### Present:

Tony Hill (Team Leader)  
John McCurdie (Secretary)  
Alan Thompson (Community Monitor)  
Jannice Wilkinson  
Sue Cook  
Chris Granger  
Emma Butterworth (part)  
Claire Ellwood  
Mark Cropper

### Introduction:

Tony Hill welcomed everyone to the meeting and thanked everyone for the recent meeting of the Neighbourhood Plan Team, for which he had received good feedback.

### Question and answer session:

	<i>Production of the Neighbourhood Plan</i>
Tony	Do we believe that we can complete the draft before Christmas?
All	Yes.
Tony	Have we the capacity and resources?
Chris	We can adapt the resources to the capacity.
Tony	The Draft Neighbourhood Plan could go to our partners, etc. early in the New Year. Policies can be non-specific, aspirational for the future. How much time and resources do we need?
Emma	We need what we have as resources.
Chris	It depends on what we have to produce.
Tony	It can be words, pictures.
Jannice	Do we need pictures in the draft?
Emma	Would pictures help us?
Chris	We could include pictures in the later production. Who is the target audience for the draft?
Tony	SLDC and LDNPA.
Mark	We use Nigel if the money is there, since he may draft a correct plan.
Sue	Use Nigel for guidance.
Emma	We seem to have "lost" him.
Tony	He has been kept briefed.
John	What is the minimum that needs to be contained in the Draft Neighbourhood Plan?
Tony	Environmental surveys, land allocations, and policies.
Emma	Can we draft as much as possible now and brief Nigel later when we need his help? We could invite Nigel and present him with policies, some of which could be blank.

	<i>Feedback</i>
Tony	There was a poor turnout for the Residents Association meeting and for the Neighbourhood Plan Team meeting on Saturday.
Sue	Typical for Burneside.
Emma	We are never going to conquer that.
Tony	Have we given residents enough indulgence? He suggested that we log their comments but we will not indulge them.
Sue, Claire, Emma	Protested at that comment.
Mark	Say that the "surgery" on the 25 <sup>th</sup> is the last chance for comments in this phase.
Chris	Does the community see the Draft Neighbourhood Plan?
Tony	Yes.
Mark	Said that he had not understood that there had to be further consultation after the Draft Neighbourhood Plan.
Tony	What do you want my role to be?
Sue	You have the depth of knowledge.
Tony	I will report to the Parish Council and liaise with SLDC.
Emma	Are you happy with that?
Tony	Yes.
Mark	We should set up a generic e-mail address so that answering e-mails can be spread among the team.
Sue	No disrespect to Tony, but she felt that recent events had set a different tone. We still have detractors, but the focus has moved away from Tony. A generic e-mail address would depersonalize responses.
Mark	We can please everyone.
Tony	Do you think that detractors will fade away?
Claire	No. She felt that they wanted to be involved.
Emma	For the 25 <sup>th</sup> , we will have the 4 teams on tables to take questions and to see if the visitors can contribute. (Emma had to leave the meeting at this point).
Chris	Felt that we can not lose. If lots of people turn up, we can call on them for help. If few turn up, we just carry on.
Jannice	Remember that the Parish Council owns the Neighbourhood Plan, it must be updated with progress, and will vote at major stages.
Chris	When is the next vote?
Tony	Probably in October, and an endorsement would take us through to December.
	<i>Moving Forward</i>
Tony	How are we going to drive forward, as a <i>Steering Group</i> ?
John	We should clarify the rules of sub-committees, including the production of minutes.
Jannice	Yes. Basically, sub-committees can set their own rules.
Mark	After the 25 <sup>th</sup> , there should be no more communications.
Chris	I have no problem publishing minutes.
John	When we were discussing the possibility of the school site being allocated, public knowledge might have been controversial and led to rumours.
Mark	We could have aspirations without putting lines on a map.
Chris	We should emphasise that if there is no Neighbourhood Plan then there is no check on SLDC's Local Plan, e.g. Bowston might be swamped by a new estate.
Mark	Most of the parish would not be protected if there were no Neighbourhood Plan.
Tony	We should ask Nigel to write policies that protect the villages by the use of special fields, etc.

Chris Sue	We could put some areas in the allocation without any intention of developing, but they would act as protection.
Mark	As a landowner, he does not want to over-develop.
Chris	By having an allocation, how much does the likelihood of development increase?
Mark	Quite a lot. A potential developer has to prove that access, sewerage, etc. will be satisfactory. Current government policy is likely to change from favouring large developments to favouring smaller ones, e.g. 5-10 houses. At present, any developments over 9 houses have to have 35% as affordable housing. Affordable housing produces little profit, so builders make the other houses expensive ones to generate profit, resulting in few houses that are mid-sized.
Tony	Allocating green space would make it hard to put the Northern Development Route along a line without having a Public Enquiry.
	<i>Arrangements for drop-in surgery (25<sup>th</sup> September)</i>
Tony	How to we publicise the drop-in surgery on the 25 <sup>th</sup> ? Facebook?
Claire	This is a drop-in surgery for the public
Jannice	We can do posters, but a leaflet drop is not feasible.
Chris	Send an e-mail flyer to the Neighbourhood Plan Team and ask them to tell others.
All	There was some discussion about the wording and layout of the flyer.
	<i>Towards the Draft Neighbourhood Plan</i>
Chris	Report back to the Parish Council that we carry on. Involve Nigel in writing policies. Do we have to have maps in the draft?
Tony	No maps are needed.
Chris	We should aim to have as little as possible that could be contested.
Tony	It is up to all of us to think and put points on paper before we meet Nigel.
Chris	After the 25 <sup>th</sup> , we should meet and decide outcomes, then meet Nigel.
John	The Environmental Survey Team may need time to comment.
Chris	We should aim to have our work done by mid-November so that Nigel can complete his draft by mid-December.
John	We can add to policies but probably not remove any.
Chris	We need to think about green gap, etc.
	<i>Community Monitor</i>
Alan	Discussed the role of Community Monitor, with dissatisfaction that his comments appeared to be filed away without being discussed by the Steering Group, or acted upon.
Tony	The role of Community Monitor is not mandatory, and the key requirements are to listen, observe, and report. It is very important to the Communications Plan. We have gone over and above what is required. Most Steering Groups are comprised of Parish Councillors only.
Alan	On some occasions he has been asked to speak but he has also been asked to be quiet. At last Saturday's Neighbourhood Plan Team meeting, he wanted to counteract some things that had been said. He finds the role frustrating.
Chris	Sees Alan as someone to be trusted, who has views to be respected.
Tony	Comments from the Community Monitor are very important in the report.
Chris	The comments need publishing now. We have not been flexible enough to listen and adapt.
Tony	Felt that Alan should monitor at Steering Group meetings but that he was free to make comments at other meetings.
Mark	Suggested that Alan should summarise at the end of meetings.
Chris	It would help if the Community Monitor's comments were published.

## Conclusions:

Other possibilities had been discussed:

- End the Neighbourhood Plan, but he felt that we would lose the current designation of the Neighbourhood Plan Area and not get another chance to start a Neighbourhood Plan with that designation of area;
- The Neighbourhood Plan could be deferred, even for a long time, but keeping the designation of the area.

However, Tony said that he felt able to report back to the Parish Council that the Neighbourhood Plan would continue.

The meeting ended at 9.15pm.

John McCurdie  
Secretary, Burneside Neighbourhood Plan Team