

Pavenham Neighbourhood Plan

Minutes of Steering Group Meeting held on 7 July 2016

Apologies: Peter Sharpe, Ian McKenzie, Jim Russell.

Attendees: John Stamford, Hugh Josty, Brian Greenwood, Margaret Telfer, Emma Pearce, Christina Holloway, Roger Whilding, Jon Bramwell, Peter Daniel, David Evans.

Matters arising from 6 June 2016 meeting - item 2

1. NP Design Guidelines development: action remains carried forward - **Action BG**.

Assessment of June 17/18 Drop-in Session – item 3

1. Policies
In light of comments we will revisit Policy H2 (size of properties).
In light of comments we will revisit Policy W2 (community facilities).
In light of comments we will revisit Policy G3 (parking spaces).
We will discuss further dwelling density with parking & garden size in mind.
Action to be considered as we develop Policies
2. Sites
Housing - nothing to comment upon.
Commercial - more consideration of Hotel/Chalet proposals required.
3. Other.
There were 97 attendees, 87 forms completed.

Next Steps – item 4

1. The next step will be the initial draft of the PNP (Pavenham Neighbourhood Plan) and Hugh will circulate for comment a revised format of our NP in light of progress to date. **Action HJ**
2. Following receipt of inputs and after incorporating any changes Hugh will suggest authors for the various topics. **Action HJ**
3. Brian will take the lead in the writing of the “Policies” element and have some initial material ready for the next Steering Group meeting. **Action BG**
4. Emma will provide information about the support that the Bedfordshire Rural Communities Charity can offer to communities who want to carry out a Green Infrastructure Plan as an evidence base for their Neighbourhood Plan. **Action EP**
5. David will endeavour to locate a copy of the Pavenham Conservation Area study carried out in the past. **Action DE**
6. The Group agreed to publish and circulate a “Mini Draft” of the PNP (the document prepared by Langwathby can be viewed as an example), probably this autumn. Funding will need to be identified. **Action MT**
7. Prepare the outline of a Strategic Environmental Assessment (SEA) **Action BG**

AOB – item 5

1. Hugh reviewed the activity of the individual members of the Steering Group with a view to seeking assurance that existing members wished to continue. The Group unanimously agreed their continued membership and support.

Next Steering Group Meeting **Wednesday 3rd August** at 8pm.

David Evans 8 July 2016 File: Steering Group Minutes.