

Pavenham Neighbourhood Plan

Minutes of Steering Group Meeting held on 4th May 2017

Apologies: Chrissie Holloway, Peter Daniel, David Evans, Jon Bramwell, Jim Russell, Ian McKenzie

Attendees: Hugh Josty, John Stamford, Roger Whilding, Margaret Telfer, Emma Pearce, Peter Sharpe.

Actions from 6th April Meeting

- a. JS has been in contact with Malcolm Bashford, representing Park Homes Mgmt cttee; however, no specific policies have been identified relating to the Park Homes
- b. Holiday caravan park: MT has drafted 2 policies relating to the caravan park and tourism more generally.
Include in draft Mini-Plan: **Action – HJ**; and add justification: **Action - MT**
Investigate caravan park licence: **Action – PS**
- c. Housing Needs Survey: MT presented Locality guidance but need still unclear:
Check Borough Council opinion on the need : **Action – HJ**
Check BG opinion: **Action – MT**
- d. PS has researched availability of police traffic data, essentially covers volumes of traffic;
Provide data to Derek Bliss for his traffic justification work: **Action – PS**

Impact of Borough's draft Local Plan 2035 on NP policies

1. Agreed that only impact was the revised housing targets for Group 3 villages.
 - Local Green Spaces: only Playing Fields qualified on BBC assessment, but agreed that this would not affect inclusion of other green spaces in our NP.

Justification of NP policies

1. 5 working groups have been initiated, progress as follows:
 - PD – review completed and comments passed to HJ for inclusion
 - IM – first meeting set for 10th May
 - CH – no progress noted
 - DS – no progress noted
 - DB – initial meeting held 3rd May. Issues raised:
 1. Review need to include text from relevant policies or just refer to the policy number? **Action – HJ**
 2. Percentage calculation for PNP data to be revised: **Action – EP**
 3. Specific reference to be made to Drop-in session data where used: **Action – HJ**
 4. Extra data from other sources may help justify policies: **Action – ALL teamleaders**

Moving forward with NP

1. Agreed we should await outcome of May 27th APM to see if that influences our approach to the village.
2. Thereafter, we should proceed to complete drafting Mini-Plan, get it printed and circulate to village and organise a drop-in feedback session: **Action – HJ**

Need for additional consultancy support

1. On hold pending review of HNA (see above).

Financial Status

1. On hold pending review of consultancy support.

Next Steering Group Meeting **Wednesday 14th June at 7.30 pm.**

Hugh Josty 5th May 2017 File: Steering Group Minutes.