



Neighbourhood Plan Steering Group

Report following 8th NPSG Meeting at Mill House,
4th October 2017

Present:	John Corbett (JC) R. Heath-Coleman – Leader (RHC) Steve Millard (SM)	Bryan Norman (BN) Jo Witherden (JW), Consultant
Apologies:	Tim Cook (TC), SSDC, Area East	Kate Oram (KO) Terri Plummer (TP)

- 1. Welcome & Apologies** noted as above, including TP on maternity leave, baby imminent.
- 2. Conflicts of Interest:** NPSG members to note when land or other matters are discussed if there could be a potential personal conflict of interest. None recorded
- 3. Report following meeting 6th September** – circulated and also e-mail update of 22nd September.

Feedback from PC: None other than a question relating to consultation with PC ahead of the November public drop-in sessions – see 6 below.

4. Land & Landowners – *primary focus of meeting*

Spreadsheet with NPSG scoring was tabled by JW. Following clarification on some headings and in-depth discussion some of the scoring was adjusted.

JW to circulate spreadsheet when updated

5. JW's Housing Needs Review

- 5.1 *Service Providers* – **awaiting response from Carol Bond, SCC – RHC pursuing.**
- 5.2 *Housing Needs Review document:* **JW to circulate copy of her latest working draft** (post Jo Wilkins' inputs) after further input just received (probably puts housing at 2.1 to 2.4 per annum, or 35-40 by 2034. She would also note for inclusion as relevant information in BN's e-mail of 29/9/17, copy at end.
- 5.4 *Housing Needs Survey:* Since the last report RHC's grant application to SSDC has been agreed in principle. She has also received two quotations for conducting the survey:
 - Community Council for Somerset for £3,969 with a 25% advance, with minimal changes to their questionnaire and their report second half January 2018; and
 - SSDC for £1,127, no advance, changes acceptable provided some base questions remain and their report during December 2017.The only advantage with CCS was independence bearing in mind TC's position with the steering group. To overcome this TC will work with a colleague around the authoring of the report.
There was a brief review of the amended survey form. A few additional amendments were suggested – **RHC to incorporate**. The greatest concern was to ensure that the form did not come across as having a primary focus on affordable housing.
Post meeting: RHC met with TC on 5th. **Agreed that the survey close date would be Friday, 17th November.** This will give opportunity at the public drop-in to remind people who may have overlooked completing the form and will still be in time for SSDC to produce the report during December. **TC is organising printing. RHC is organising distribution.**

6. Public Consultation – Friday, 10th November afternoon/evening, Saturday, 11th November morning. Budget £350 from Frontrunner funds

- RHC e-mail 22/9/17 advised the wish of the PC to have a pre-meeting ahead of the public consultation. It is highly desirable that JW is present and the best time and date for her is **7.00 p.m. on Monday, 30th October, at Mill House.** This is additional to JW's contract and she will now send a quote to RHC.
Action with BN to invite Councillors to attend and to advise RHC numbers in due course.
- Planning for this public drop-in event will be on 17th October, just three days before the Camels Magazine entry, which will also go on the website, with associated posters around the village (note the letter covering delivery of the HNS includes notice of this event too).
- JW shared a broad outline of the questionnaire that she will prepare for this event – the cost of printing to be against the above budget. The questions will be in this one document and will cover all the NP material on display. A copy of the document will be given to each adult attendee and youth if persuaded.
- The scope of the event will cover all policy intentions for which additional evidence is needed or desirable. **RHC and TC to review what is held and to share what they consider may be needed** sometime next week if possible – to give JW time to frame questions etc.

7. Getting About – review of routes for possible bridle ways

SM and KO did the third walk to Marston Magna and in conjunction with RHC will prepare information including a map illustration for the public consultation.

JW asked for information on this and Green Spaces if possibly by Monday, 9th October.

8. Community Facilities

- 8.1 *Playing Field*: This is an item in the NP. It featured in Survey '16 and now needs further review following submission of the Service Provider form. RHC to send to Jamie Paul, Chairman, to request their presentation and attendance at the public drop-in. Questions to JW in similar fashion to foregoing – but next week might be too tight!
- 8.2 *OSS (old school site)*: RHC advised that she had received an e-mail from her contact at SCC advising that the bid from the other interested party had been withdrawn and inviting the CLT to re-submit an updated Expression of Interest. This was an agenda item at a CLT Board meeting on 12th October. Meanwhile, it is another significant entry in the NP and one of the three 'red flags' which put the NP on previous hold (the other two related to affordable housing and housing for elderly/special needs).

9. Work Schedule – lists all other ongoing actions – not discussed – time ran out.

10. AOB

- 10.1 Budget request and grant report e-mails from the Parish Clerk – **RHC to pursue with TC.**
- 10.2 BN's e-mail of 29/09/17 regarding drafting – C/f pending gathering of all evidence.

11. Next Meetings

17th October to plan the consultation drop in sessions on **10th/11th November** and also **the pre-meeting with Councillors on the 30th October.**

Meeting closed at 10.05 p.m.

Rosemary Heath-Coleman

Rosemary Heath-Coleman
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To: NPSG

Cc: Jo Witherden (JW), Consultant

Cc: District Councillor, Mike Lewis
PC Chairman, John Brendon
Parish Clerk for Parish Council

Copy for JW review under 5.2

From: Brian Norman Sent: 29 September 2017 15:15

To: Rosemary; 'Millard, Steve'; 'QC - John & Suzanne Corbett'; terri.plummer74@gmail.com;
Katy.Oram@skanska.co.uk; **Cc:** 'Tim Cook'

Subject: Re: NP Clause 1,4.1. Housing redraft for discussion

Based on interpolation from the 2011 Census. There are 404 houses in the Parish of which approx 360 are located in the Village of Queen Camel. 63% are owner occupied and 32% rented or subsidised. The stock is broadly divided 35% 4 bed + 40 % 3 bed and 25% 2 beds. There are no houses specifically designed for the elderly or those with restricted abilities **other than the 46 Bungalows in Cleaveside** etc. The age profile in the Parish shows an above average of 1 to 15 year olds. The Houses in the High Street being on the dangerous A 359 are unsuited to young families. There has been no open market building in the village since 1981. The rate of growth from 1971 to 1981 was 105 units over 11 years and if you add Chapel Court and Roman Way the rate was 128 units in 45 years. The conclusion from this is that coupled with the national shortage of affordable homes the Parish could support some further open market development some of which could be designed for the elderly.

RHC Note: Cleaveside Close no longer restricted by Yarlinton to elderly or anyone with special needs but there is a financial asset cap.