

Stonehouse Neighbourhood Development Plan Working Group held on 11th June 2015

1. Present: Chris Cowcher (CC), Hugh Garai (HG), John Jeynes (JJ), Carol Kambites (CK), Ollie King (OK), Rachel Russell (Minutes), Alastair Shankland (AS), Claire Sheridan (Chair), Terry Webb (TW).
2. Apologies: Nick Chase, Gary Powell, Vicky Redding, Rob Waite.
3. Declarations of interest: None
4. Accuracy of the minutes and Actions: The Minutes of the Neighbourhood Development Plan (NDP) Working Group meeting of 28th May 2015 were approved. CC has made contact with Childrens' Centre with the aim of encouraging parents' involvement in the NDP. Jim Dixon from the Local History Group has been invited to the next NDP working group meeting.
ACTION Carried Forward: RR to contact Ricardo Rios at Stroud District Council (SDC) to ask for the formal screening opinion on whether we need a do a SEA/HRA.
5. Budget Breakdown: An update from VR is needed.
6. Project health check: NC has written a new and updated GANNT chart.
ACTION: RR to show new GANNT chart on screen at next meeting for comment.
ACTION: CC and VR to arrange meeting with Gloucestershire Wildlife Trust to discuss possible environmental work for the NDP.
ACTION: RR to contact a person who has responded to the request for information on sites in the last edition of Stonehouse News. The procedure in this case and any others will be:
 - Request plan of site and circulate to group.
 - Invite to office and/or arrange site visit with NDP working group members.
7. GRCC Housing Report query: Elin Tattersall of GRCC contacted the working group to ask if they want to include reference to the consultation responses from the 'issues' survey and displays in May in the Housing Report and if so to forward any new results analysis. The report will cover number of affordable homes, costs of housing plus some additional work on housing type and mix of population.
ACTION: TW to send up to date analysis of consultation response to CK.
ACTION: CK to contact Elin and ask that GRCC go ahead with Housing Report as outlined in Elin's e-mail of 4 June 2015; Report to include reference to consultation responses.
8. Neighbourhood Planning Consultancy proposal: James Hunter of Helix Transport Consultants Ltd has contacted Gill Jennings offering assistance with the NDP; he has done consultancy work for Eastington NDP group.
ACTION: CS to contact James Hunter asking for clarification in writing on how he would like to be involved in Stonehouse NDP, if he is looking for commissioned work and what his rates are.

The NDP working group discussed the Fee Proposal from Stuart Todd Associates. It was agreed to take the following actions before making a decision to appoint Stuart Todd Associates. All actions to be completed promptly to enable a decision and appointment to be made before the next working group meeting if possible:

ACTION: RR to ask VR for an opinion on:

- the fee proposal, both fees and work outline.
- a suggestion from HG, if Stuart Todd associates are appointed, a payment of 30% of the fee should be made at the start of the contract, followed by another 30% on completion of Phase 2, rather than a payments of 50% at the start and end of the contract (see invoicing terms on p.7).

ACTION: RR to ask Gill Jennings the minimum value of a contract that the Town Council would need to get several quotes for.

ACTION: RR to ask Elin Tattersall of GRCC:

- How much would GRCC charge to carry out this work?
- Does she have access to fee proposals from other consultants for similar work for comparison?

9. Any other business:

Jim Dixon of Stonehouse History Group has been invited to the next NDP meeting on 25th June. The working group agreed the following questions for Jim:

- Would the History Group like to contribute to the NDP document and/or update Design Statement?
- Are there any locally significant buildings, structures or spaces (e.g. greens or parks) that are not listed but may still be important?

ACTION: RR to contact Jim with the above discussion points before the next NDP meeting.

CC has made contact with Carol Wilkins of Hill, Valley and Vale who run the local Childrens' Centres. She is keen to talk to Parish Councils and NDP groups regarding new housing and infrastructure. The working group agreed the following issues to discuss with Carol:

- How can we engage with parents and families in the NDP process?
- What is the evidence of need for child care spaces?
- NDP research on some issues e.g. housing, transport.

ACTION: CC to contact Carol Wilkins and invite her to meeting of 9th July for an hour either before or after other agenda items and to advise her of possible discussion points.

OK asked for advice regarding lack of availability of work experience for students at Maidenhill. Other working group members suggested contacting the Chair of Governors at the school and raising the issue at Stroud District Youth Council.

10. Meeting with GFirst (Local Economic Partnership)

The meeting is on Tuesday 16th June at 4pm at Stonehouse Town Council. Three out of JJ, NC, CC and Theresa Watt will attend. The format will be:

- Question and answer session at Town Hall
- Site visits to Oldends Lane to see industrial site and traffic, Bristol St Station site, also A419, Horsetrough roundabout, if time.

The following areas for discussion were agreed:

Transport: Road and rail

- Congestion and traffic problems for businesses, commuters and local people
- Links to Bristol: sustainable development requires sustainable transport.

Jobs and skills

- Gap between high skill jobs and low qualifications.
- Apprenticeships
- Childcare for local families

Infrastructure

- Need for small, affordable units and protection for some of the older units.
- SDC have made Oldends their main industrial area in draft Local Plan; set to expand, needs good infrastructure.
- Poor power supply and broadband on industrial estates. Power cuts can be very expensive for businesses such as Dairycrest.

High Street

- Used as rat run because of congestion. High Street Innovation Fund?

Canal

- Tourism opportunities, link sites.

Potential Funding Streams

- LEADER?, Enterprise Zones

ACTION: AS to draft list of question before meeting.

11. Date of next meeting: 6.30pm, 25th June