

Minutes of Stonehouse Neighbourhood Development Plan Working Group held on 30 June 2016

Present: John Callinan (JC), Chris Cowcher (CC) John Jeynes (JJ), Carol Kambites (CK), Clare Sheridan (CS-Chair), Vicky Redding (VR), Rachel Russell (RR-Minutes), Alistair Shankland (AS), Ginny Smart (GS), Terry Webb (TW)

1. **Apologies:** None

2. **Declarations of interest:** None

3. **Accuracy of the minutes and Actions:**

The minutes of the Neighbourhood Development Plan (NDP) Working Group of 16th May 2016 were approved.

Outstanding actions and actions not within agenda:

ACTION RR To remind Rob Waite to find out number of hits on NP web pages.

ACTION: RR to edit a revised version of vision and objectives re-ordered and numbered for consistency with version in draft Plan.

ACTION: VR to mail AS name of developer interested in land near Pearcroft Road so he can find contact details.

RR reported that she had looked at Stroud District Council's Housing Market Needs Assessment and put on website as part of evidence base; hard to pull out specific data relevant to Stonehouse NP housing policies which are based more on forecasts about population growth and data on planning permissions and land allocated for housing.

RR had arranged an audio version of Stonehouse News Insert and asked for advice on how to promote.

ACTION: RR to contact Blind Club (meets Hazlewood), GPs, Access Group, RNIB re audio version of Insert.

4. **Project Progress**

a) **Budget and finance**

RR reported no significant change to budget information provided at last meeting on 16 June. There has been some spending on items for the consultation e.g. Banners (£72). Jo Byrne will be invoicing for poster and banner design and logo and Insert design also press release work (it was agreed at last meeting to seek quote for Press release and quote was circulated by e-mail).

ACTION: RR to check NPIERs costs and availability

b) Project timetable

RR advised that she had notified all the consultees on a list provided by Ricardo Rios of Stroud District Council (SDC), and a range of other local consultees, of draft Plan consultation.

RR asked that if the timetable after the consultation period could be less tight than that before as she had worked quite a lot of overtime to meet deadlines.

6. **Public consultation on draft NDP**

a) **Consultation launch 1st July 2016**

ACTION: RR to mail consultation details to TW so he can circulate to Royal British Legion.

ACTION: RR to ask Liz Lawrence re contact for Young Gloucestershire.

ACTION: JC to give copy of Plan to Community Centre.

ACTION: CK to take copy of draft Plan to Library

ACTION: CS to take copy of draft Plan to APT

ACTION: RR to send consultation details to SDC Warden/Community Officer, Emma Richards

ACTION: RR to send consultation details to Redrow Homes, Bromford HA, Guinness Trust, P.J. Livesey, Fair Shares and other community groups on Town Council website.

ACTION: RR to arrange for posters to be displayed in Town Council notice boards

ACTION: RR to send Press Release to Neighbourhood Planning Resource website

JJ suggested that the facts that Stonehouse is the second largest town in the District and provides 40% of the District's industrial employment should be emphasised in publicity.

Library and APT to be offered displays.

b) Consultation drop in 9th July

ACTION: GS, VR, CC and AS to set up at Town Hall 6.30pm 8 July

ACTION: CS to get keys.

ACTION: CC, CK, CS, GS to distribute flyers.

ACTION: CS to arrange refreshments/biscuits.

ACTION: VR to bring own laptop.

ACTION: CS, AS, JJ, JC, VR and TW to come to drop in on 9th July.

7. Local Green Space (LGS)

A letter from Bruton Knowles of 24 June 2016 stating that owner of Verney Fields would oppose Local Green Space designation but might consider gifting some of land to Town Council should Neighbourhood Plan make a site allocation for housing on part of Verney Fields. RR reported advice from Gill Jennings Town Clerk to respond that no site allocations would be made in Neighbourhood Plan, that consultation and the neighbourhood planning process would lead to a decision on the LGS designation and their letter would be shared with the Town Council for their response.

ACTION RR: To respond to Bruton Knowles letter of 24 June 2016 in line with Town Clerk's advice and to refer to the reasons for not allocating sites as outlined in the draft Plan.

8. Neighbourhood Plan web pages

RR had updated these making the consultation draft page the new front page and adding pages on evidence and supporting documents to those on consultation responses and progress.

ACTION: CS, AS, TW, JJ, CK to check the evidence base page and let RR know if any additional documents should be added.

CK suggested a Canals Strategy document should be included although it is not certain that this exists.

ACTION: RR to ensure link on NP box on Town Council website is changed so it works.

9. Character Assessment

Target for completion is now the end of June. No progress since last meeting.

Town Centre and Retail	Summary with photos done with need for some revisions
East of Town Centre	Summary done; extra photos done by GP ACTION RR: Choose photos and send to GS
Canal Zone	Done
West of Town Centre	CC has done assessment of Oldends Lane area.
Doverow Hill	Assessment done: ACTION VR: Waiting photos from VR
Industrial Zone	CC has done assessment for industrial zone.

GS advised available to do some NP work on 11 and 12 July.

10. Any Other Business

ACTION: RR to get quote for A3 copy of draft Plan from Zeta.

11. Next meeting date

Thursday 4th August 2016