

Minutes of Stonehouse Neighbourhood Development Plan Working Group held on 31st March 2016

Present: John Jeynes (JJ), Carol Kambites (CK), Clare Sheridan (CS-Chair), Vicky Redding (VR), Rachel Russell (RR-Minutes)

Apologies: Chris Cowcher (CC), Gary Powell (GP), Alistair Shankland (AS), Terry Webb (TW)

1. Declarations of interest: None

2. Accuracy of the minutes and Actions:

The minutes of the Neighbourhood Development Plan (NDP) Working Group of 17th March 2016 were approved.

**Outstanding actions:**

**ACTION RR:** To find out number of hits on NP web pages.

**ACTION: AS** to consider map requirements so SDC and designer can work on them

**ACTION: CK** to look at monitoring plan for NP as part of Regeneration and Environment Committee's role.

**ACTION: RR** to contact owner of Verney Fields regarding proposed designation.

**ACTION: TW, JJ, AS, CS** to check compliance of policies with sustainability checklist.

Preparation of Evidence Base report/evidence web page by RR in time for public consultation to be added to Project Plan.

RR/JJ have begun work on collating evidence for housing types in Planning Advisory Service format: census information on ageing population and current housing stock.

**ACTION: RR** to a) research what parishes/towns can spend their CIL funds on.

b) find out when Stroud District Council (SDC) CIL will be finalised (ask Ricardo Rios)

**ACTION: RR** to move JJ's canal/view photos from Housing to new folder in Photo Library

**ACTION: RR** to send CS photo of Verney Fields

3. **Project Progress**

a) **Budget and finance**

RR reported that invoices had been received from S Todd and S Palmer for Locality grant funded work.

**ACTION: RR** to return end of grant form to Locality based on these two invoices.

**ACTION RR:** to seek quotes from Elin Tattersall at GRCC and Stuart Todd for estimate of cost of above advice.

**ACTION : RR** to make a further Locality grant application for the items unspent in the 2015/16 grant, and a further £1,000 for consultancy time for post consultation advice and advice on monitoring the plan.

VR asked how much remained of first Locality grant funds. RR advised that approximately £1,700 (£1877) was unspent.

b) **Project timetable**

**SDC timetable:** RR reported that Ricardo Rios had advised that currently the next deadline for submitting NPs after June 2016 was January 2017 with a referendum in August 2017. However, he advised that the government is currently consulting on changes to the neighbourhood planning process. More specifically, they are looking at prescribing a time period for holding a referendum. (<https://www.gov.uk/government/consultations/implementation-of-planning-changes-technical-consultation>). The changes include setting:

- a time period of five weeks (from the date the authority receive the examiner's report) within which the decision whether to submit a plan to referendum must be made.
- a time period of 10 weeks (from the decision to submit to referendum) within which the referendum must be held.

**DECISION:** RR to send the following response to the consultation on behalf of SNPG:

SNPG support the time limits proposed and would appreciate shorter timescales if achievable in practice. It is difficult to keep Neighbourhood Plans in the public eye and to maintain public interest and SNPG have been concerned by the length of time between submission and referendum dates

that have been proposed by Stroud District Council. For example, at one stage the District Council proposed a gap of almost a year between submission (March 2016) and referendum (February 2017) although this was subsequently shortened to 7-8 months with the submission date moved to June 2016).

### SNPG Project Plan: Priority tasks

- NP text to be collated and edited for approval by SNPG by 2 May 2016.
- NP text to be circulated on 9 May 2016 for consideration by Town Council on 16 May 2016.
- Local Green Space (Park Estate Greens, Verney Fields, Boakes Drive, Newt Ponds) evidence base and consultation with owners to be completed by 9 May.
- Environment policies need further work and detail.

**ACTION CK** to make any changes to getting around policies required in the light of Gloucestershire County Council comments by 7 April.

**ACTION: CK** to progress work on monitoring plan by 7 April.

**ACTION: VR** to do editing work. VR/RR to meet re plan structure 10am 7 April.

**ACTION: CS/RR** to meet 10am 15<sup>th</sup> April re environment policies.

### 6. Draft NDP

a) Further work required on draft policies and b) on other NP text: see under 4(b) above

c) Maps:

CK to draw proposed added loop to Cotswold Way; designer will be able to add to map.

**ACTION: RR** to collate all map requirements received so far for 14 April 2016.

**ACTION: JJ, AS, CS** to do any revisions needed to policies and supporting text in the light of Stuart Todd's final policy review and including projects for CIL for next SNPG meeting (14 April 2016) and to circulate before meeting.

**ACTION: AS** to choose photographs for his section.

### 7. Local Green Space

#### Park Estate Greens

**DECISION:** To proceed with proposing 2 areas of the greens as Local Green Space:

a) Midland Road Green (Justification: recreational use, natural interest (especially for large tree), views of Doverow, historic character of estate).

b) Severn Road Green (West of Severn Road) (Justification: recreational use, views, historic character of estate).

The main finding of the consultation with Alison Fisk of Stroud District Council (SDC) asset management and Cllrs Mattie Ross and Chris Brine on 15 March was that SDC want flexibility over the use of the greens to assist with future regeneration projects. This decision leaves significant areas undesignated. The NP will also seek to ensure that the quality of any existing or new open space provided is improved.

**ACTION: CS** to work on evidence for Park Estate Greens, Boakes Drive, Newt Ponds

**ACTION: RR** to complete checklists for Boakes Drive, Newt Ponds

**ACTION: RR** to contact owners of Boakes Drive, Newt Ponds, Verney Fields

VR advised that Open Spaces Society toolkit for designating green spaces may be useful.

### 8. NP Monitoring Policy

See CK's action under 4 (b) priority tasks above. There are likely to be key performance indicators which are monitored by Town Council's Regeneration and Environment Committee.

**ACTION: RR** to ask Ricardo Rios for advice re monitoring/good practice examples.

## 9. Character Assessment

<b>Town Centre and Retail</b>	Summary with photos done with need for some revisions
<b>East of Town Centre</b>	Summary done; extra photos done by GP <b>ACTION RR:</b> Choose photos and send to VR
<b>Canal Zone</b>	VR's daughter has inserted photos
<b>West of Town Centre</b>	<b>ACTION GP:</b> Waiting final assessments for North of this area and photos from GP
<b>Doverow Hill</b>	<b>ACTION VR:</b> Waiting assessment and photos from VR
<b>Industrial Zone</b>	<b>ACTION ?:</b> Partially done by JJ; North needs assessment and photos.

## 10. Communications and outreach

It was agreed that branding exercise as part of Jo Byrne's work would help to attract public interest.

**ACTION: RR** to let Jo Byrne that SNPG want her to proceed with providing a brand for the NP publicity campaign as soon as possible so group can start using it.

## 11. Any other business

Agenda item for next meeting: design of consultation comment form.

**DECISION:** Steve Palmer's latest version of design (green background to cover, green headings in text) was approved by SNPG.

**ACTION: RR** to send current version of NP to Ricardo Rios for comment.

RR reported that Ricardo Rios had advised that the SEA/HRA consultation period would be 29<sup>th</sup> April - 3<sup>rd</sup> June.

## 12. Next meeting date

**14 April 2016**

**28<sup>th</sup> April 2016**