

1. Minutes of Stonehouse Neighbourhood Development Plan Working Group held on 3rd March 2016
Present: John Jeynes (JJ), Carol Kambites (CK), Clare Sheridan (CS-Chair)-part, Vicky Redding (VR)-part, Rachel Russell (RR-Minutes), Terry Webb (TW)
2. Apologies: Chris Cowcher (CC), Gary Powell (GP), Alistair Shankland (AS)
3. Declarations of interest: None
4. Accuracy of the minutes and Actions:
 The minutes of the Neighbourhood Development Plan (NDP) Working Group of 11th February 2016 were approved. The minutes of the inquorate Neighbourhood Development Plan (NDP) Working Group of 25th February 2016 were approved and adopted.
Outstanding actions:
ACTION: RR to update webpages. **IN PROGRESS** **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: RR to prepare Evidence Base report and Consultation Statement by 10 March. RR reported she will not meet this deadline as current focus of work is on adding to the evidence base through the Character Assessment, evidence for Local Green Space designation and collating evidence for housing types.
ACTION: CK to look at monitoring plan for NP as part of Regeneration and Environment Committee's role.
ACTION: RR to collate evidence for housing types in Planning Advisory Service format: census information on aging population and current housing stock.
ACTION: SNPG: Vision and objectives to be finalised at a meeting of 3 March 2016.
DECISION: The Vision and Objectives (Mar16 b) as revised in line with advice from S Todd and circulated by CK prior to this meeting were adopted.

5. Project Progress

a) Budget and finance

RR advised that as she reported at the meeting of 25th February, there was a risk that the following items covered by the Locality grant which should be spent by 31st March would not be started by 31st March:

Printing of draft plan: £600

NPIERS pre submission check: £1,125

S Todd had advised that unspent grant would need to be returned to Groundwork but that a fresh application could be made. RR has contacted Locality for further information.

There was some debate on the value of the NPIERS check. RR advised that Stuart Todd thought it was a valuable, further independent check on the draft Plan's conformity and suggested the best time for it to be carried out would be immediately before submission to SDC after the initial 6 weeks of public consultation.

DECISION: That an NPIERS check would be commissioned.

b) Project timetable

VR joined the meeting.

RR advised that it would be very difficult to meet the current timetable of having a draft plan ready for the Town Council meeting of 21st March; a draft would need to be written by 14th March to be circulated with the papers for that meeting. A set of draft policies was due to be agreed by the group at the SNPG meeting of 25/2/16 but S Todd has not yet received a full response to his initial draft and the meeting was inquorate. Further progress has been made on drafting policies but additional text also needs to be written. Several SNPG members unable to attend an SNPG meeting scheduled for 10 March.

CS left the meeting. She advised that she was deleting policy on burial sites as there seems to be enough sites for the plan period-up to 2031.

ACTION: RR to send CS information on churchyard burial area obtained by Gill Jennings.

DECISION: Next SNPG meeting to be held on 17th March.

ACTION THEME LEADERS: By Monday 7th March: For Stonehouse News Insert: Each theme leader to provide two key messages and photos.

ACTION THEME LEADERS: By Thursday 10th March: Each theme leader to write context and justification for each policy and circulate.

ACTION CK/RR: By Thursday 10th March: CK to draft section on monitoring of plan.

ACTION RR: As full a draft NP as possible to be circulated with agenda for Town Council meeting of 21 March 2016.

17th March: Draft Plan and dates for extraordinary Town Council meeting and 6 week public consultation to be agreed at SNPG meeting.

First design idea from Steve Palmer: A draft design was circulated before the meeting. Following comments:

- Have all colour photos and different selection on cover.
- Green rather than blue as main colour?
- Use infographics
- Plan date needed on cover
- Intro text to include paragraph on lack of sites to allocate.

6. Draft Policies from Stuart Todd Planning Consultancy

a) All theme leaders have commented to Stuart Todd who produced a Stage 2 set of policies for the meeting.

ACTION: CK to send further comments to S Todd on Getting Around policies.

ACTION: RR to send comments on Environment policies particularly in relation to Views and Heritage Assets and the link to the Town Character Assessment.

b) **DECISION:** Subject to further checks with S Todd, SNPG are happy with the Stage 2 set of policies so far.

c) **ACTION: RR** to check with S Todd the work that should be done in the remaining 2 days of his time.

7. Local Green Space designation

Evidence for Verney Fields mainly gathered; thanks to Gill Jennings, Town Clerk.

RR has heard from Stroud District Council Asset Management on 12 February 2016 who want a discussion about a range of SDC assets within Stonehouse. RR to set up 2 meetings, one to focus on SNPG consultation, the other to be a wider meeting to include town and district councillors.

CS has proposed adding Boakes Drive green and Newt Ponds for designation.

DECISION: SNPG will not propose Local Green Space designation for Town Greens as they already have strong protection through their registration as Village Greens.

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

ACTION: RR to complete assessment form for Park Estate Greens.

8. Character Assessment

Not all of Industrial Zone has been assessed – Northern section missing.

ACTION: GP to do assessment of area around Elms Road and schools; also Little Australia and Oldends Lane and recreation ground.

ACTION: VR to do assessment of Doverow Hill

ACTION: RR to ask GP to do photos of NE area – Maidenhill, Woodcock Lane, Meadow Road etc.

ACTION: RR to send summary documents with link to folder of photos to VR for daughter to insert photos. First summary document with complete set of photos likely to be Canal Zone.

9. Communications and outreach

a) **DECISION:** To accept quote from Jo Byrne of 15 February 2016 for various publicity work but to ask if she can use existing SNP brand identity as used on designed notice boards and draft design for the plan.

b) **Insert for Stonehouse News:**

ACTION: RR to send all key messages and photos received to VR who will edit.

ACTION: VR to write introductory text and back page text on consultation arrangements.

10. Next meeting dates

17 March 2016 6.30pm

Draft NP for approval. Dates for public consultation to be agreed,