

Minutes of Stonehouse Neighbourhood Development Plan Working Group held on 26th November 2015

**The meeting was inquorate; those present decided to continue in order to progress business and make provisional decisions.**

1. Present: Carol Kambites (CK), Alistair Shankland (AS), Claire Sheridan (CS) Rachel Russell (Minutes), (TW),
2. Apologies: Chris Cowcher, John Jeynes , Vicky Redding, Terry Webb
3. Declarations of interest: None
4. Accuracy of the minutes and Actions:  
The Minutes of the Neighbourhood Development Plan (NDP) Working Group meeting of 12 November were provisionally approved.

**Outstanding actions:**

**ACTION: Theme leaders (JJ, CK, AS, CS. TW)** to check and note Local Plan (now close to being adopted) policies relevant to their areas:

- Where these policies are satisfactory, the NP does not need to repeat them.
- Where other or more detailed NP policy is needed, there will need to be robust evidence.

**ACTION: RR** to collate evidence for housing types in Planning Advisory Service format.

**ACTION: JJ** to consider possible character zones for Stonehouse.

**ACTION: CK** to assess which transport issues need to be raised with GCC Highways.

**ACTION: Theme leaders (JJ, CK, AS, CS. TW)** to check S Todd's Evidence Base Review (Gap Analysis) report and consider if further evidence is needed for their theme.

**ACTION: JJ** to first look at Ricardo Rios' comments on emerging housing policies in order to revise existing policy ideas.

**NP web pages update;** RR reported this was largely drafted and some advice received from Coconut.

**ACTION: RR** to update webpages.

**Town Hall NP information display:** History Group are leaving a tri-fold board at Town Hall for Town Council/NP use.

**ACTION: RR** to work on display material

**SDC Economic Development Strategy;** S Todd was unable to find this on SDC website when doing his evidence review. RR found an Economic Assessment and Employment Land Study on the SDC Local Plan evidence base; AS has already stored this document in Policy Development/Economic Development folder in drive.

**Chamber of Commerce meeting, 16 November:** An NP display on the economy and transport and business questionnaires (none completed) were provided. CK reported that there was a reasonable mixture of businesses represented. Some ideas included regular events on High Street on a Saturday, perhaps with business sponsorship, regular networking events.

**Neighbourhood Plan Update Consultation Oct 17**

RR has done response analysis; very positive response; spreadsheet has been circulated and is in Drive under Consultation Events.

**Unidentified post-it notes:** RR identified on set was from Investigating Stonehouse, Sep 2014 and the other from Good Will, November 2014. RR has collated the latter, 23 post it comments, on a spreadsheet in Drive under Consultation Events.

5. Project Progress:
  - a) **Budget and Finance**  
RR reported that there had been no spending since last meeting.

There is no news on the Locality grant application needed to pay for S Todd's plan drafting work; RR has asked VR for information and offered to contact Locality.

**ACTION: RR** to contact VR for Locality contact and to chase Locality grant.

**ACTION: RR** to contact S Todd re timing of Phase 2 of his work.

#### b) **Project Timetable**

SDC agreed a revised timetable at the SDC full council meeting of 19 November; the new submission deadline is 20 June 2016 for a referendum in February 2017.

A revised timetable has been circulated; the new key target is that a draft plan needs to be ready for approval by the full Town Council on 21<sup>st</sup> March. The 6 week public consultation period would then be in April-May.

#### c) **Actions for theme groups**

**Actions are focused on policy development and consultation with relevant bodies as policies become clearer.**

**ACTION: CK, TW, JJ, CS, AS:** The timetable is still tight, and the consultant's work will not lead to a completely drafted plan. SDC Local Plan is now agreed. It is proposed that each theme leader progress their policy ideas, evidence base and justifications, using policy development template.

**ACTION: RR** to circulate template and sample approved NP policies to assist with policy development.

<b>Theme leaders</b>	<b>Policy area</b>	<b>Meeting</b>
<b>CK, TW</b>	Getting around/amenities and facilities	7 <sup>th</sup> January 2016
<b>JJ</b>	Housing	21 <sup>st</sup> January 2016
<b>CS, AS</b>	Environment/Economic Development	4 <sup>th</sup> February 2016

#### **Environment**

Local Green Space designation for some areas e.g. greens on Park Estate, is an Environment policy idea.

**ACTION: RR** to arrange meeting with SDC asset management team as they are owners of Park Estate greens.

**ACTION: CS** to draw up list of all green spaces, especially those with public access, including ownership where known, to enable group to decide which spaces should be designated Local Green Space.

**ACTION: RR** to find map with green spaces hand marked by SNPG.

#### **Getting Around**

##### **Gloucestershire CC Highways:**

**ACTION: CK** is meeting with Jamie Mattock of GCC on another matter; will raise NP Getting Around policies with her.

##### **Cotswold AONB management board:**

**ACTION: CK** to find out who to contact re possible re-routing of Cotswold Way through town. RR to make formal contact.

##### **Network Rail/GWR**

**ACTION: CK** to check GWR contact (possibly with Gill Jennings), review Network Rail's Regional Strategy and make initial contact asking for comments on relevant policies.

**ACTION: RR** to look on drive for Regional Strategy and check contacts from Stroud NDP consultation.

**DECISION:** 18<sup>th</sup> February workshop to be on Outreach and PR strategy to promote draft plan, with possible input from Elin Tattersall and Jo Byrne.

6. Neighbourhood Plan Vision and Objectives

RR had provided a report summarising how the Stonehouse NP Vision and Objectives were arrived at.

**DECISION:** those present agreed to confirm the Vision and Objectives as those that will be used to draft the Plan.

7. Neighbourhood Plan policy relating to significant buildings

Character assessment: SDC advised this would be useful as evidence for various policies including design, protection of views; Ricardo Rios sent templates and guidance from Planning Advisory Service. Design Statement could be used as a basis.

Significant, but non designated buildings: RR has begun to research policies in this area. It is common for District Councils to hold lists of non-designated heritage assets and for these to be referred to in the NDP. SDC does not have such lists currently. Stroud NDP has a draft policy on a schedule of non-designated heritage assets which would be held by the Town Council. There does not seem to be much interest in such a policy from SNPG or Stonehouse History Group.

**ACTION: CK, CS and RR** to meet 10am 7<sup>th</sup> December. RR to circulate meeting time and invite to group.

**ACTION: RR** to draw up draft list of non designated significant buildings with note of whether valued for contribution to townscape, utility or both, using consultation maps as a basis.

8. Further consultation on emerging policies

**DECISION:** Those present agreed that, given the tight timetable, the next public consultation will be the 6 week consultation on the draft plan prior to submission to SDC.

9. Any other business

**Stonehouse News article: January 2016:** Group suggested content could include:

Report back from consultation, website update, current work, example policies, funding bid, current timetable, request for volunteers.

10. Workshop: West of Stonehouse

CK reported back from a meeting on 23 Nov with David Lowen of SDC re CILs/S.106 arising from development; for Stonehouse likely to be only a contribution to improving library service.

RR, CK and Theresa Watt meeting with Eastington PC/NP group 30 November re West of Stonehouse; Eastington's NP text on the issues was circulated.

**ACTION: CK** to look at transport plan submitted with outline planning application.

**Key issues identified:**

Is 10ha of employment land enough for Stonehouse in next 15-20 years?

Gateways to development, new slightly revised plans submitted recently, inadequate.

Network Rail have withdrawn objection to Oldends Lane access route as long as second pedestrian crossing at end of playing field is shut.

Opportunity to improve cycling and walking routes should be encouraged.

11. Next meeting dates

10 December 2015 6.30pm	Environment Policies
7 January 2015 6.30pm	Amenities/Getting Around policy update
21 January 2016 6.30pm	Housing policy update
4 February 2016 6.30pm	Environment/economic development policy update