

Minutes of Stonehouse Neighbourhood Development Plan Working Group held on 16 December 2016

1. Present: John Callinan (JC), John Jaynes (JJ), Carol Kambites (CK) (acting Chair) , Rachel Russell (RR-Minutes), Terry Webb (TW)
2. Apologies: Claire Sheridan (CS)
3. Declarations of interest: None
4. Accuracy of the minutes and Actions:
The minutes of the Neighbourhood Development Plan (NDP) Working Group of 1 December 2016 were approved.

Outstanding actions and actions not within agenda:

ACTION: RR to prepare folders on the Google drive so Town Councillors have access to range of information regarding submission draft or to direct Town Councillors to website where appropriate.

ACTION: RR to ask SDC for revised Amenities and Facilities map to show all facilities listed in AF1 and Gateways.

ACTION: RR to ensure key to Gloucestershire Wildlife Trust map is included in submission draft.

ACTION: RR to add a section on consultation related to Local Green Space and to ensure section on Human Rights refers to all SNPG meetings being advertised, public and taking place in an accessible venue.

5. **Project Progress**

a) **Budget and finance**

RR reported there had been no further recent expenditure. She has completed an End of Grant form for the Locality Grant. The designer for the consultation draft has advised that work to produce a PDF of the submission draft will cost around £250. There is around £500 left from the previous Locality Grant which could be used to pay for this cost. There is £1,280 left of the Town Council's Neighbourhood Plan consultancy support grant (£220 was spent on advice from Stuart Todd on re-drafting three policies).

b) **Project timetable**

16th January **Submission draft of Neighbourhood Plan and all supporting documents (Conditions statement, consultation statement, Town Character Assessment) to be circulated on with papers for Town Council meeting of 23rd January 2017**

RR has done no further work on the Consultation Statement since the last meeting.

ACTION: JC to write first draft of an Executive Summary of the Plan showing what it adds to the Local Plan for circulation to Theme Leaders.

6. **Environmental policies: submission draft of Stonehouse Neighbourhood Plan**

RR had circulated revisions to environmental policies ENV1 and ENV4 which took account of Health Check comments from J Salter. RR explained that local heritage assets are usually defined in a local list, inclusion on which is determined by criteria recommended by Historic England. Policy ENV4 attempts to take into account the possibility of Stonehouse having a Local List in the future but meanwhile using the Town Character Assessment as a source record of locally valued heritage assets.

DECISION:

ENV1 to be redrafted as follows:

Policy ENV1: Maintaining and protecting the natural environment

Development proposals, and associated landscape schemes, should conserve and, where appropriate, enhance the biodiversity, habitats and landscape of the natural environment including, but not limited to, the Key Wildlife Sites identified on Map x and the Priority Habitats identified on Map y.

Where appropriate, development proposals should include information which demonstrates how any adverse impacts are satisfactorily mitigated, for example, through appropriate landscaping, habitat creation, protection or creation of corridors for wildlife movement and natural planting.

ENV4 to be redrafted as follows:

Policy ENV4: Protecting the local heritage assets of Stonehouse

Planning applications for the demolition, development or substantial alterations of buildings or structures defined as local heritage assets, including those identified in the Town Character Assessment (see Appendix x), will be expected to show what consideration has been given to retaining; a) The asset itself. b) Its most distinctive and important features. c) The positive elements of its setting and immediate surrounds. d) The contribution the asset and its setting makes to the character of the local area.

Development proposals will only be supported where they demonstrate that:

- i) they have complied with the Stonehouse Design Statement and Town Character Assessment;
- ii) where relevant, they enhance the entrance to Stonehouse via the canal; and,
- iii) if within the Industrial Heritage Conservation Area (IHCA), that they have complied with the IHCA Management Proposals Supplementary Planning Document and IHCA Design Guide.

ACTION: RR to edit ENV7 to ensure text concise.

7. Consultancy support to write Conditions Statement

Two quotations had been received and circulated for writing Option 1) whole Conditions Statement and Option 2) writing appendices only to show conformity of NP policies with national and local planning policy. Both consultants have worked with Stuart Todd who worked on policy development for the Plan.

J Widdecombe: Option 2: £1,000

P Weston: Option 1 3.0 days @ £450 per day (including expenses) = £1,350.00

Option 2 2.3 days @ £450 per day (including expenses) = £1,035.00 (based on 37 policies at 0.5 hours per policy)

Both consultants seemed to have similar levels of experience. Paul Weston's quote was agreed to be more precise.

DECISION: to appoint Paul Weston subject to him providing a revised quote as he had quoted on the basis of the number of policies in the draft Plan (37, actually 36); there are now 29 policies. It was agreed that should the revised quote for Option 1 be under £1,200, Paul Weston would be appointed for Option 1; otherwise, he will be appointed for Option 2 only.

8. Stroud District Council Sustainable Construction Checklist consultation

DECISION: To support the Sustainable Construction Checklist as a valuable addition to the Local Plan and to suggest that a section could be included on accessibility, particularly for people with disabilities.

9. Any Other Business

None

10. Next meeting dates: 6.30pm Thursday 12 January 2016-