

Minutes of Stonehouse Neighbourhood Development Plan Working Group held on 1 December 2016

1. Present: John Callinan (JC), Carol Kambites (CK) (part) , Rachel Russell (RR-Minutes), Alastair Shankland (AS), Clare Sheridan (CS- Chair), Terry Webb (TW)

2. Apologies John Jeynes

3. Declarations of interest: None

4. Accuracy of the minutes and Actions:

The minutes of the Neighbourhood Development Plan (NDP) Working Group of 17 November 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.

5. **Project Progress**

a) **Budget and finance**

RR reported there had been no further recent expenditure and she is expecting a request from Locality to complete and End of Grant form.

b) **Project timetable**

28 Nov Submission draft to be ready for circulation with SNPG agenda for meeting of 1 Dec

1 Dec Consultation Statement to be completed (underway but not complete)

15 Dec Conditions Statement to be underway

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**

It was agreed that when the submission draft is presented to the Town Council it will be important to explain how this version of the Plan has been arrived at and that it is a version for submission to the District Council which has been modified as a result of consultation representations from statutory bodies and others and in the light of expert advice, including a Health Check by a plan examiner to advise on the Plan's conformity with basic conditions including national and local planning policy.

RR had contacted Stroud District Council regarding the SEA/HRA determination which has now been issued and is on SDC's website and Town Council website. Now Ricardo Rios has left SDC, Mark Russell is interim contact.

6. **Pre Submission draft**

A submission draft with amendments as agreed at SNPG meeting of 17 November 2016 in response to Health check comments was circulated on 28th November with the agenda.

Amendments had been carried out by SNPG as follows: Amenities (TW), Transport and Priority Projects (CK), Housing (RR), Employment (AS), Environment (CS). Not all amendments had been carried out to the Environment policies as waiting for GRCC to provide examples of NP policies on natural and historic environment, which were sent 1 December (copies available at meeting).

DECISION: The submission draft of 28 November 2016 were agreed subject to the following amendments and clarifications:

H4 Accessible Housing to be deleted with reference to Building Regulation requirements to be put in supporting text of Housing section.

The issue of accessible housing should be reviewed within the life of the Plan, possibly with additional research into local need.

This policy was recommended for deletion by Stroud District Council and by the Health Checker. The list of similar policies supplied by GRCC refer to the Lifetime Homes standards; Stuart Todd advised during the policy development phase of the plan that this standard could not now be used in planning policy.

T6 New development and cycle links to the town centre: CK's redrafting accepted by SNPG. CK left meeting.

EM3: Supporting small and medium sized business: AS clarified, in response to Health Check comments, that this is a supportive policy which does not intend to restrict employment related development proposals to SME businesses.

EM4: Town Centre Uses: AS happy for this to be merged with AF3 with criteria (iv) and final sentence re bringing vacant floors above ground level back into use being incorporated into AF3.

Environment Policies: All changes agreed in response to Health Check at meeting of 17 November to be included. Redrafted version of ENV1 (Natural Environment) and ENV4 (Historic Environment) to be agreed at next SNPAG meeting.

Priority Projects: 2. Other priorities

6 Housing to be redrafted as follows:

Consideration will be given to carrying out a detailed housing needs assessment.

7 Canal related facilities to be redrafted as follows:

Consideration will be given to carrying out an opportunities report for a location for a suitable site for canal related facilities near the town centre.

8 Urban edges and gateways to be deleted as not a project.

ACTION: RR/CS to meet 9 am, 5 December to agree changes to Environment Policies in the light of health check comments and example policies provided by GRCC. Changes to be put to next SNPAG meeting for consideration.

ACTION: RR to circulate GRCC list of policies.

ACTION: RR to circulate Priority Projects section for comment.

ACTION: RR to contact VR to see if available to do final edit of Submission Draft

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.

7. Supporting documents for submission to District Council with Neighbourhood Plan

Consultation Statement

A draft of the Consultation Statement had been circulated with the agenda and a more advance draft was available at the meeting. A table of consultation activities and photos of events, copies of press articles etc need to be added.

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

Conditions Statement

RR reported that S Todd has confirmed that he is not available to prepare all or parts of the Conditions Statement within SNPAG's current timescales.

ACTION: RR to seek quotes from other Planning consultant contacts provided by S Todd for preparing Conditions Statement in January 2017.

Town Character Assessment (see below).

8. Character Assessment

Town Centre and Retail	Done.
East of Town Centre	Summary done; ACTION RR: photos insertion underway.
Canal Zone	Done
West of Town Centre	Summary done; ACTION RR: photos to be inserted. CS offered to do if photos provided on memory stick.
Doverow Hill	Summary done; ACTION CS: To send final version to RR.
Industrial Zone	Done

9. Any Other Business

Stroud District Council's SPD on a Sustainable Construction Checklist is out to consultation until 21 December.

ACTION: RR to re-circulate link to consultation documents; SNPAG to agree response at next meeting.

Town Council to consider an additional budget line regarding monitoring and revision of Neighbourhood Plan.

ACTION: RR to raise at next Regeneration and Environment Committee meeting.

10. Next meeting dates: 9 am Friday 16 December 2016- Brief agenda to include: agree outstanding Environment Policies, agree appointment of consultant to write all or parts of a Condition Statement, agree response to SDC Sustainable Construction Checklist consultation.