

## Minutes of Neighbourhood Plan Meeting 27th March 2014

**Location:** Alexandra House Askern

**Present:** Parish Council, Kath Walters, Brenda Grimes,  
**Working Group:** Chairman, Adrian Sowden, Secretary, Alistair Owens  
**Planning Aid Volunteer:** Megan Wilcox

**Apologies:** Jill Laming

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Minutes of last meeting accepted.

### **Actions from last meeting:-**

**Tickhill Neighbourhood Plan:** This was mentioned at the recent team briefing as being a good example of the opening statement. Unfortunately the submission could not yet be found on the DMBC website.

**Timeline:** Recent updates shows the NP is now approx. 8 weeks behind the original schedule. Mike Dando has previously advised that this is not critical as there is a strong probability the programme would catch up over the next six weeks.

**Footpaths and Rights of Way:** Brenda and Alistair attended the quarterly DMBC forum on 27<sup>th</sup> March. We are advised to walk each footpath every six months and report any maintenance issues or missing way markers to the DMBC. It is also recommended that a descriptive summary of each footpath is compiled and added to the parish records. This data can also be added to the website. Brenda to issue a report for the parish council.

**Brenda**

A map showing the footpaths within the parish is to be added to the website with a link to the DMBC website.

**Alistair**

**Drainage recommendations.** The Thame NP summary is to be considered as a benchmark for the Burghwallis NP. Mike to advise

**Mike**

Scorcher Hills Lane Paddock: Details of how this can be addressed (if possible) to identify issue should development be completed

**Kath / Adrian**

**Map Of Conservation Area.** The map showing the conservation area is to be added to the website

**Alistair**

**SSSI:** The areas of interest are to be complied with reference to Sites and Polices document SP33

***Kath***

**Timeline:** The first draft of the policies are approx. three weeks behind schedule. The working group are now active in writing the draft policies. These are to be sent to Megan for review before being forwarded to Mike for second review. The completed draft is then to be sent to Jane Stimpson for final review before submission.

The introduction and scope needs to be written after the policies to summarise the content. This will also make reference to the evidence gathering process.

Policies:

- Developer contribution levy (replaced by CIL)
- Environmental
  - Floods area
  - Gardens and trees
  - Setting
  - Protected areas
  - Open spaces
- Sustainable drainage
  - Reference to flood areas
- Building materials and design
  - Referenced to the conservation report
  - Use of building materials
  - Proportion of building to garden area
  - Proximity to adjacent building
- Provision of Broadband and 4G
  - Provisions for developer to lay broadband as a utility
- Services and Community assets
  - Pub
  - Playground
  - Poor's Field
  - Shop

- Developer's contribution
  - How the funding should be used
  - Details on the questionnaire
  
- Conservation
  - Village draft with DMBC
  - Footpaths
  
- Format
  - Policy statement
  - Supporting text
  - Must be deliverable
  - Why we need it

Drafting of the Policies will be completed by Sunday 6th April in readiness for discussion at the next meeting.

***All***

**The Burghwallis Pub:** The change in management and operation is still to be resolved that will allow the pub to reopen. This is critical as the venue for the public meeting as any alternative venue outside the village would stifle attendance.

Public attendance: None

Date of next meeting: 7<sup>th</sup> April

Venue: Alexander House Askern ( unless the Burghwallis pub has reopened)