

Action Points from Second Meeting of the Stoke Hammond Neighbourhood Plan Steering Group held on the 27th July at Stoke Hammond Community Centre.

Attendees

Malcolm Newing
Greg Noble
Stephen McNally
Craig Champion
Andy Gardner

Unable to Attend

Dave Venn
Tracy Youngs
Lorna Sharkey
Eileen Curry
Michaela Gardner
Bon Hine
Nick Ellins
Damian Willingale
Alan Humphreys

Introduction

Malcolm explained that we hadn't been able to recruit someone outside of the Parish Council to chair the steering group so in the interests of clarity he would take on the role.

The intention of the meeting was to

1. Focus on the Brown team activities, in particular reviewing Craig's work with the land registry to aid determination of the land to be included in the Call for Sites.
2. To review progress against the Green team actions. As there were no Green team members in attendance, Malcolm said he would get an update outside of the meeting. **Action: Malcolm N**
3. To discuss the complimentary activity with respect to determining how to progress our use of S106 revenues and how to structure the working group agreed at the July SHPC meeting.

Brown Action Group Review

SH 6 Housing Mix - Malcolm had agreed with Neil Homer that Neil would submit to locality the request for the HNA technical support

package. **Action: Malcolm N** would confirm with Neil this has been done.

SH9 Site Allocations – There was a joint action between the PSG and OH to obtain a draft SEA screening option from Bucks CC. This action however would be post receipt of responses to the Call for Sites letter.

A broad discussion took place on our key objectives for site development. It was recognized these would be different for the SH village and the SH Newton Leys Parish. The Call for sites letter had included, objectives specifically for the village boundaries, the following

- Are relatively small in size (say fewer than 15 homes on land of less than 0.5 Ha in gross site area) but are large enough (i.e. greater than 9 homes) to deliver affordable housing on site
- Can demonstrate they will not harm the special architectural and historic interest of the Conservation Area or of the setting of listed buildings
- Can demonstrate that their location on the edge of the village will not harm the setting of the village within the surrounding landscape
- Can be accessed from a local highway without harming the amenity of existing local residential roads and that can successfully mitigate the effects of congestion
- Will commit to maximising the number of buildings delivered to a zero carbon standard (e.g. PassivHaus or equivalent)

We also suggested as additional items

- Provision of Self build opportunities
- Footprints that would ensure at the very least minimum standards for roads and parking spaces
- The consideration for Green space provision within the village, which has been significantly compromised by a number of small developments.
- Provision for electrical charging points
- Reasonable timescales for the completion of projects
- Developments that do not interfere ,as a minimum, and might improve sustainable travel in and around the village.

Please let me know if you would like any of these added to the call for sites letter. **Action: PSG**

I will then test with Neil his view on the appropriateness of the changes. **Action: Malcolm N**

We reviewed the work Craig had done on isolating land ownership with land registry numbers across the entire parish. The next step would be to pay for the full details of ownership on the tracts of land the team considered appropriate for the call for sites.

The team agreed to pay for all the sites immediately adjacent to the boundary map produced originally by Neil Homer according to normal conventions. We added to this land adjacent to the other side of the railway track/bypass. Malcolm would check with Neil this did not contradict any conventions or a consistent approach, which is a critical aspect for the plan. **Action Malcolm N**

Craig was given financial authority, by those present, to acquire the necessary site details. **Action: Craig C**

We also took the opportunity to select land adjacent to the SHPC Newton Leys land. Neil had previously told us this would not be appropriate because it was made clear in the AVDC 2017 SHLAA document the local land owners ambitions were only in line with large scale developments that were not suitable for a Neighbourhood plan. We need to review this document and then have further discussions with Neil on how to manage Newton Leys. **Action: PSG**

SH1 Settlement Boundaries

Neil had provided the settlement boundaries for SH and NL but these need further discussion with him following Craig's work on SH9.

Green Team Actions

There was no Green team members at the meeting. The items were quickly reviewed however and it was noted that

SH2 Design Code - The facilitated walk around the village had taken place between the team and Neil Homer. Neil had produced a report, which has been issued to the PSG.

SH3 Local Heritage Assets – Neil’s report had recorded a number of Local Heritage assets that warranted further investigation. Malcolm wanted the Mount Pleasant Farmhouse added to this list.

SH4 Green Infrastructure – Neil’s report had singled out the following as candidates to be tested against the NPPF criteria.

- The Green
- Leighton Road/manor Close
- Leighton Road/Mount Pleasant
- Community Centre playground and open space.

Nothing else could be clarified and Malcolm would write to the Green Team to ask for any further updates. **Action: Malcolm N**

One of the Green team items was **SH8 Traffic Management**. Malcolm requested Greg to take ownership of this item as he was now setting up a specific working group to look at Traffic management. **Action: Greg N**

S106 Project

Early in the neighbourhood planning communications we had referred to a complimentary activity as a Community Strategy. In essence this was the consideration of Community service and facility enhancements in which we could invest current and future S106 money.

At the last Parish Council the topic was considered alongside a request from the Sport Club for a significant grant towards their facilities. We agreed that whilst sympathetic to the individual needs of the Sport Club we could not look at this in isolation to the broader community need and as such agreed to set up an S106 working group. Malcolm proposed that both this and Greg’s Transport group should report into the Neighbourhood Plan Steering Group so that Communications across all three activities could be fully integrated.

For the S106 activity Malcolm proposed we needed a project plan and manager. Craig volunteered for this role. **Action: Craig C**
It was agreed for the S106 working group to deliver a plan that met the full community needs and gain the community support, key community groups would have to be involved. These would include

Sports Club
Community Association
Buttons
Church
Scouts
Gardening Club
SH Parish Newton Leys Residents
SH Youth Football Team

It was agreed that the most immediate action for the project would be to explain the context of the project, the desired involvement of all stakeholders and the desired outcome. This had been done once at a meeting whilst setting up the Neighbourhood Plan Project but now needed to be reinforced with face-to-face meetings with each individual organization.

It was agreed that Craig and Malcolm would produce a presentation to be put before the PSG for their agreement to its content and desired outcomes. **Action: Malcolm N/Craig C**

Malcolm Newing