

Action Points from the Neighbourhood Plan Steering Group meeting (Brown Team Session) held on the 8th December 2022.

Attendance

Malcolm Newing (Chair)
Neil Homer
David Venn
Eileen Curry
Greg Noble
Damian Willingale
Nick Ellins
Bon Hine

Unable to Attend

Tracy Youngs
Andy Gardner
Michaela Gardner
Lorna Sharkey

1. Review of sites map and info – to validate long list

We discussed Neil's proposed long list of sites drawn up on the basis of responses received from landowners and included in the summary spreadsheet. (Annex 1). It was agreed the numbering convention in the spreadsheet would continue to be used for each site and the group confirmed the following long list.

- The long list of sites is:
 - 2 Northern Field (previously named 'Rectory Farm') but see below
 - 3 West of Newton Leys (previously named 'Borough Farm')
 - 5 Land Adjoining Community Association
 - 10 SW of Leighton Road
 - 11 Little Acre
 - 14 Hunters Lodge
 - 18 North of Harrup Close (previously 'Rear of Lodge Lane')
 - 19 Orchard End
 - 21 Tumbleweed
 - 24 Box Tree Field
 - 28 North of Grove Farm
 - 29 North of Old School Lane (previously 'Rosebank')
 - 35 West of the Canal (previously 'Kesslers') but with its boundary amended to include the land to its east up to the canal, but see below
 - 36 East of Fenny Road 1 (previously 'Tyrells')
 - 37 East of Fenny Road 2 (ditto)

2. Initial site assessments – to create short list

- It was agreed that sites 2, 29 (the larger part not included in the North of Old School Lane land but was part of the submission made by the Diocese) and 35 would only be considered for their sports and recreation potential as a separate work stream to the housing site assessment process, in which case sites 2 and 35 would not progress to the next stage. **Action: Malcolm N**

3. Assessment process – to understand technical and engagement blending

The next step is to gather more information from the site owners to ensure the decision-making activity is based on comparable information. The following actions were agreed.

- NPSG will ask those that have not yet submitted a simple concept plan and an indication of key features (e.g. housing capacity, means of access) to do so by the end of January **Action: Malcolm N**
- NPSG will remind site 10 that you can only assess land within your boundary and seek clarification if the development of the site depends on the development of site 11 and ask that this is resolved with the promoter of site 11 **Action: Malcolm N**
- NPSG will ask site 19 if there is any dependency on the delivery of the Mellows site that now has planning permission **Action: Malcolm N**
- NPSG will ask the owners of site 24 to confirm that the land is being made available for your assessment for development in the period to 2040. **Action: Malcolm N**
- NPSG will ask the owners of sites 28 for clarification if the site is actually being made available and if so to confirm that this is for development in the period to 2040. **Action: Malcolm N**

Other related actions

- Oneill Homer will provide the Steering Group with a template document and updated sites constraints plan for you to use as a live document to deposit all of the site assessment information. **Action: Neil H**
- Oneill Homer will redeploy 2 days in their agreed fee budget to complete the SEA scoping report to consult with the statutory bodies whilst we wait for the SEA technical package to be approved by Locality **Action: Neil H**
- 14 Hunters – Bon believed that there were covenants on the land, which would have a bearing on any final assessments. Neil requested she , if possible, locate any pertinent information. **Action: Bon H**
- Mount Pleasant farmhouse is the only original fam house in the village not to be listed Tier 2. Malcolm to investigate what steps are possible to increase the buildings historic categorisation. **Action: Malcolm N**

- Nick had been looking at the Historic Environment record and what might be learnt about the surrounding land using LIDAR (Light Detection and Ranging). Neil requested he produce a paragraph or two on what he had discovered. **Action: Nick E**

4. Project Plan

5. The finally agreed information on each site will be used in a community engagement exercise in March. We will need to focus the 12th Jan steering group meeting on planning this exercise which will need the involvement of everyone. We will then have from March until the beginning of June to complete our site assessment work, to make our choice(s) and to agree the policy wording for the statutory consultation (Reg 14) exercise. **Action: The NPSG team**
- A Brown Team meeting is needed in early Feb to check we have all the sites info required, or we can use the steering group meeting on 9 February for that purpose, and to review the other policy idea information for the engagement.
 - An updated project plan is at Annex E.

6. SH8 Traffic Management

- Greg said he had read through the Traffic in Villages Toolkit. He would capture those areas of interest and relevance in a report. **Action: Greg N**
- Next steps is to gather an analyse information, noting especially how any new development proposed as part of the site allocation process may a0 create new issues and b) provide opportunities to invest in improvements. **Action: Greg N**
- Neil suggested that a study of what was achieved in Aynho might be of interest to Stoke Hammond Traffic Management

7. Date of Next Meeting

The dates for future meetings will be as follows during 2023

- 12 January
- 9 February
- 9 March
- 6 April
- 4 May
- 8 June
- 6 July
- 10 August

Malcolm Newing

ANNEX 1

Site Name	Land Reg Number	Owner	Agent or Representative	Specific Details
1. East of Drayton Road and SE of London Drive	BM13852	Phillips/Ward		
2. Rectory Farm	BM284028	Gurney	D J Gurney	
3. brough Farm	BM416233	Healy		
4. Community Ass Building	BM226313	Charities Comm Ass	Greg Noble	Not interested
5. Community Assoc Site	BM367481	K Harris SHPC	Kelly Harris	Maybe in certain circumstances
6. Bragenham Side	BM419288	K Harris SHPC	Kelly Harris	Not interested
7. Sports Field	BM151837	Fields in Trustees		
8. Wren Lane	BM321029	Wardhaugh		
9. Kings Farm	BM45203	Trustees of J. Wallis, Hills/Hughes	Andrew Wright	Fulsome response, would like to be considered with Little Acre. Previous application
10. Land to SW Leighton Road	BM197941	Trustees of F.J. Wallis, Hills/Hughes	Andrew Wright	Fulsome response, would like to be considered with Little Acre. Previous application
11. Little Acre	BM112046	Terry	WhyneConsult Architecture	Keen to do a small build(3 houses) so not in Bucks call for sites (minim 5)
12. Little Acre	BM316790	Terry	WhyneConsult Architecture	Offering as a green space for Bio diversity
13. Mount Pleasant Green	BM285305	A&E Property Investments Ltd		
14. Hunters Lodge	BM274188	Hughes	Joe Reed Optimis Consulting	
15. Hunters Lodge	BM180922	Hughes	Paul West. Signature Land	
16. Brook Farm	BM273963	National Animal Welfare Trust		
17. Harrop Clove	BM193118	Maselli		
18. Lodge Lane-adjacent	BM455398	European Land Acquisition Limite	Keith Sweetman	Reply from Lisa Sweetman indicating husband is acting and address for future correspondence is Orchard End
19. Back of Orchard End	BM423470	European Land Acquisition Limite	Keith Sweetman	
20. The Meadows	BM407462	European Land Acquisition Limite	Keith Sweetman	
21. Tumbleweed	BM388095	Gilda	silham Gilda	Reply wanting to offer approx 1 acre for 10 houses.
22. Bledberry Grove	BM251852	Turner		
23. Little Orchard	BM319410	Grant		
24. Box Tree	BM421731	Salisbury-Potter	Ken Tay	Wants to be considered but for development well into the future.
25. Old Rectory	BM197495	Jack		Verbal not at present.
26. The Old Stables	BM227306	Moore		
27. The Warren	BM105023	Franchi		
28. Grove Farm	BM226693	Read		
29. Land adjoining Rowbank	BM371105	Oxford Diocesan David Mason	Andrew Robson Sibleys	Supportive if local people support
30. Fairview Farm,	BM101850	Smith and Draper		
31. Tyrells Manor	BM414813	White		
32. Field next to Sports Field	BM304939	Mayers		
33. behind Most Farm	BM44363	Mayers		
34. Barn next to Bragenham Side	BM456327	Harnett & Foster		
35. Big field behind comm centre	BM304935	Resler		Not interested at present but may change if further development East of Fenney Road occurs
36. behind Tyrells	BM156239	Smith and Morgan/September Pt.	Lydia Prince	Nigel Fresh, September Properties have an option on the site. They think the site is suitable for 20 houses
37. behind Tyrells	BM150008	Smith and Morgan/September Pt.	Lydia Prince	
			20th October	
				Negative Response
				No Response
				Positive Response

ANNEX 2

Short List of Sites following first review

- 3 West of Newton Leys
- 5 Land Adjoining Community Association
- 10 SW of Leighton Road
- 11 Little Acre
- 14 Hunters Lodge
- 18 North of Harrup Close (previously 'Rear of Lodge Lane')
- 19 Orchard End
- 21 Tumbleweed
- 24 Box Tree Field
- 28 North of Grove Farm
- 29 North of Old School Lane Part 1 (adjacent to Old. School Lane)
- 36 East of Fenny Road 1
- 37 East of Fenny Road 2

For consideration as Sports and Recreation only as a separate exercise

- 2 Northern Field
- 35 West of the Canal but with its boundary amended to include the land to its east up to the canal.
- 29 North of Old School Lane Part 2 (area beyond section adjacent to Old School Lane)

ANNEX 3

Stoke Hammond Neighbourhood Plan: Project Plan																	
7.12.22				OH Days		2022/23				2023/24							
Action	Who	budget	to date	D	J	F	M	A	M	J	J	A	S				
2.01 Pre Sub: follow up actions	PSG/OH	8.0	5.0	1.0		2.0										site assessment report	
2.02 Pre Sub: PSG meetings	PSG/OH	2.0	1.5		0.5	X										with 5 week consultation with stat bodies	
2.03 Pre Sub: SEA scoping	OH	2.0		1.5		0.5										based on completed task team work	
2.04 Pre Sub: draft policy ideas	OH	2.0	1.0			1.0										on site preferences and policy ideas	
2.05 Pre Sub: informal consultations	PSG	-															
2.06 Pre Sub: PSG review	PSG	-					X										
2.07 Pre Sub: document production	OH/PSG	5.0	0.5					2.0	2.5							using OH template	
2.08 Pre Sub: PSG review	PSG	-							X								
2.09 Pre Sub: SHPC approval	SHPC	-							X								
3.01 Reg 14: consultation period	-	-														six weeks prior to holiday period	
3.02 Reg 14: review and summary note	PSG/OH	1.5										1.5				to agree main modifications	
3.03 Reg 14: PSG review	PSG/OH	0.5										0.5					
4.01 Sub Plan: draft final document	PSG/OH	1.0											1.0			as per 3.03; OH focused on policies section	
4.02 Sub Plan: draft Basic Conditions Statement	OH	2.0												2.0			
4.03 Sub Plan: draft Consultation Statement	PSG	-															
4.04 Sub Plan: SHPC approval	SHPC	-													X		
4.05 Sub Plan: Submission to Bucks	SHPC	-														X	
Locality Contractor Management	OH	2.0	1.0			0.5			0.5							assuming package approved by January	
		30.0	13.0	2.5	0.5	4.0	0.0	2.0	3.0	0.0	2.0	1.0	2.0				

days billed to date 13.0
 days to bill 17.0