

Minutes of the Meeting of Aylesbeare Neighbourhood Planning Steering Group held on Thursday November 17th 2016 at Aylesbeare Village Hall at 7.30pm

Present: Mark Fisher; Steve Greenslade; Ken & Val Chun and David Timms

In Attendance: Martin Parkes

Declarations of Interest: None

1. Apologies: Katherine Crompton

David welcomed Martin Parkes to the meeting.

2. The minutes of the meeting held on Thursday May 19th were approved by the committee (Proposed by Ken Chun, seconded by David Timms).

Update on the pub application: Ken Chun reported that the planning application for the pub was approved by EDDC at their planning meeting in July.

The Parish Council has applied to have the Playing Field registered as a Community Asset. A decision will be made on December 8th. Subsequently Ken has spoken with EDDC who have now indicated that they are prepared to enter into a lease with the Parish Council for a more secure tenure of the land. This was reported to the Parish Council and it was agreed to pursue this further once the result of the Community Asset Nomination is known.

4. David has been informed by EDDC that a Strategic Environmental Assessment (SEA) will not be required. The committee were very pleased with the effort Tim Spurway from EDDC put into the screening process and the work he put in to obtain this successful outcome. Historic England, Natural England and the Environment Agency were given six weeks to respond. The only objection received was from Historic England, who responded late, but this has now been cleared. This all caused delay and whilst all this was happening our application to Locality for a further grant had to be put on hold. However, the grant for £2890 has now been approved and Martin can start work on the completion of the plan.

5. Martin outlined the various steps needed to bring the Neighbourhood Plan into fruition. He circulated a draft Timeline, which after discussion will need to be updated. (The updated Timeline is attached to these minutes). He also gave

the committee a list of the proposed policies to be included in the plan, plus the potential development site proposal. This was also discussed by the committee.

Matters arising: Martin asked for pictures to include in the plan which illustrated village life. Steve Greenslade agreed to provide these.

David and Ken agreed to provide an introduction to the document.

The meeting closed at 9pm.

Date of next meetings: Friday 16th December and Thursday 2nd March 2017 both at 7.30pm. These dates are essential for us to be able to keep to the desired time line.

Aylsebeare Neighbourhood Plan - Timeline

Key Date	Activities
17 November – Steering Group Meeting	MP provide update re policies and drafting and gather further info from Steering Group (SG).
24 November	First draft of Neighbourhood Plan emailed to SG for feedback
28 November	SG Deadline for feedback on first draft
2 December	Second draft of Neighbourhood Plan emailed to SG to be sent to parish councillors prior to meeting on the 7 December
7 December – Parish Council Meeting	SG gather feedback from councillors regarding second draft and feedback to MP
16 December SG Meeting	Review third draft of document
21 December	Final Draft Neighbourhood Plan for Community Consultation
4 January – Parish Council Meeting	
9 January	Begin formal, Draft Neighbourhood Plan Consultation. SG Responsible for recording all feedback during this process MP during this time to draft consultation statement and basic conditions statement.
20 February	Closing date for feedback Provide all feedback as soon as possible to MP MP submit invoice for work undertaken to

	date (and to come) for upcoming parish council meeting
2 March – SG meeting	Review all feedback and agree any alterations to the plan
8 March – Parish Council meeting	SG present feedback to parish council and intended changes SG provide any feedback to MP
15 March	MP provide revised final-draft to SG
20 March	SG provide any final revisions or alterations to MP
27 March	MP to send final NP, along with consultation statement and basic conditions statement to SG to forward to parish councillors for April council meeting to agree NP ready for submission