**STOGURSEY NEIGHBOURHOOD PLAN**

**Notes from the first meeting of Stogursey Working Group**

**Thursday 5 March 2020 at 7pm**

**At St Audries Community Centre**

**Present:**

Chris Morgan Cathay Birch

Gillian Orchard George Cassidy

Mike Bradshaw Bob Crowther

Judy Bastick Sue Jones

Helga Staddon Ginny Carver

Nigel Townley-Berry Sue Goss

Penny Harvey Jenny Ody

**Apologies:**

Steve Wardle, Sukey Elstob, Chris Ford, and Rebecca Calvert

1. Chris Morgan, welcomed everyone to the first meeting of the Stogursey Neighbourhood Plan (NP) Working Group (WG) and thanked everyone for their interest. He explained that the Parish Council, as the qualifying body would lead the meetings initially.

2. Introductions. Everyone was invited to introduce themselves, explain their background, interests and outlined how they could support the group, what they can offer and what they can bring to the table.

3. Terms of Reference (TORs). TORs had previously been sent by email to members of the WG for review. Attendees were asked to advise the Clerk of any suggestions for changes or additions. There will be a requirement at a later date for volunteers for key roles to include Secretary, Finance Officer, Communications Coordinator, and Volunteer Coordinators. At the moment, this is not yet the definitive Working Group – there are residents who are absent from the meeting, but they are keen to be involved. It is intended that there will be sub groups working on projects who will feed back to the main group. It is important to be as inclusive as possible and to this aim to use WG members to lead small core groups of interested residents to investigate particular topics e.g.  Demographics, - the core group leader to report back to the main WG.

4. Purpose of Neighbourhood Plan. The NP will not prevent development but it can be used to allocate sites for development and to specify policy - e.g. the use of Brownfield sites and the protection of Class 1 agricultural Greenfield sites and Public Open Spaces. It can also be used to outline the type and design of properties.

5. Area to be designated. At the Parish Council Meeting on 12 Feb 2020, the Parish Council resolved that the designated area would be the whole parish of Stogursey. It is intended to look at the needs of the whole parish – the needs of the hamlets are likely to be different to those of the village.

6. Questions and comments raised from attendees included:

a. The plan will need to look at what would be appropriate, there is the integration of people into the parish, and integration of what buildings look like – how they operate will have an effect on infrastructure. Add things that are appropriate to the parish and what people will accept. Could consider ECO homes. 85% eco-friendly (solar heating, rainwater capture) may be a consideration for future housing (depending on design).

b. Look at flooding issues, build into any planning application

 c. The parish has been ‘victim’ to developers with financial background to make money on the back of parishioners, this is an opportunity for the parish to be proactive.

 d. Consider the number of HPC workers in the parish, the workload will fall and this may affect the number of empty properties in the future at the end of the build.

e. How to compile the questionnaire. Suggest the WG look at potentially 5 – 6 priorities and or topics; and come up with a list of questions to ask residents, when the answers are received, then decide what the main topics could be; the questionnaire could include an option for residents’ personal opinion (not just ideas from WG). The questionnaire needs to be carefully thought out. There are different examples used and WG members should look at more than one version to see what best suits Stogursey. Keep it as simple as possible and easy to complete.

f. It is anticipated that the parish (village) will expand, however the NP can discuss the way parishioners are prepared to see how it will grow.

g. The original Stogursey Parish Plan (2010) was at a much lower level than a NP, which fit the purpose at the time (S106 allocations as a result of planning applications) and does not have the same status as a NP. It included 9 community topics, environment, highways, community, youth and elderly, education, employment, housing, recreation, commercial and agricultural.

h. Regulatory framework within which the NP has to operate to ensure ideas are not generated which are not relevant. The NP is a standalone document but it will take district council policies into account and follow planning policy guidelines. It will put planning policy for the area in place, to guide future development and will contain aims, proposals for improving the parish, and/or the designation of sites for specific kinds of development and see where it can work within the planning policy framework. It must be taken into consideration when a planning application is submitted. The plan when complete will be submitted to SWT for examination. They will then hold a referendum. The CPRE has guidelines which may be of interest and the clerk will forward a step by step guide to NP and details of the regulatory framework to members. (Action: Clerk)

i.. Discussion about whether there is anything ‘off limits’ that cannot be included, whether there is a set formula, or whether the plan can included anything. Advice has been received from Ann Rhodes at SWT and she will be consulted and will be on hand to assist throughout. It has to be in accordance with the Local Plan.

7. Homework. The clerk handed out details for suggestions for attendees to research before the next meeting to gain a better insight into the neighbourhood planning process – she will forward details to attendees by email. The suggestions include individuals identifying their own areas of skills and knowledge (refer to planning aid), reading relevant websites and considering the topics for the next meeting.

8. Topics for next meeting. Questions and format for Questionnaire, Publicity, Communication, Budget, and Grant funding.

9. GDPR. Attendees all agreed they were content that the Parish Council retain their personal details on file, publish personal details where necessary for the purpose of the NP and to share personal details with the members of the Working group. Consent forms will completed accordingly.

10. Date of next meeting. It was agreed to meet in two weeks’ time – Thu 19 March 2020 at 7pm in St Audries Community Centre. The clerk will book the venue and confirm details to attendees. (Action: Clerk)

Gillian Orchard

Parish Clerk