**MINUTES OF 36th MEETING OF THE TETSWORTH NEIGHBOURHOOD PLAN STEERING GROUP**

**HELD AT 7:30PM ON WEDNESDAY 7TH NOVEMBER 2018**

**IN TETSWORTH MEMORIAL HALL**

**Present:** John Gilbert JG

 Caroline Cann CC

 Karen Harris KH

 Aidan Lynch AL

 Gaynor Sellors GS

 Max Sellors MS

` Rajen Nathwani RN

**In Attendance:** Clare Devey

 **1. Apologies:** Gill Copsey GC

1. **Declarations of Interest.** AL advised that he has been asked to look at a plot of land with a view to development of 2 new dwellings within the village settlement.
2. **Notes of 10th October 2018 Meeting.** The SG was content that the notes were an accurate record of business. Actions were reviewed via the rolling Action Chart:

 **Action Chart**

 159. Business Survey. AL will consider within the next month.

 166 & 173. Revision of the draft NP document ongoing reflecting SG guidance.

 175. Character Assessment Conclusions. AL will complete within the next month.

 179. Key Views refinement. Could absorb majority of Locality grant offer of £8340.

1. **Locality Funding Application.**

 The SG voted unanimously to accept the Locality grant offer of £8340. The SG also noted that it had flexibility to request later changes of funded tasks to include consultant support on such issues as housing need and sustainability.

**Action 180.** MS to submit acceptance of Locality grant.

On overall NP funding, the SG noted that approximately £2400 of the SODC grant remained uncommitted and that this with some of the Locality grant could pay for a consultant overview of the draft NP document before local consultation and submission to SODC.

AL and JG agreed to investigate potential consultants for possible future tasking.

**Action 181.** AL and JG to investigate potential consultants for possible future tasking.

1. **Housing Analysis.**

The SG reviewed the V1 draft version of the report. It directed that superseded CLP housing data should not be included in the report and proposed further detailed improvements. AL advised that he would provide detailed feedback. JG agreed to incorporate changes and circulate a revised draft as V2.

**Action 182.** JG to revise and circulate draft Housing Analysis paper.

1. **Character Assessment.**

AL confirmed that he should be able to draft the settlement and countryside value statements by the end of November. A decision on the extent of Key Views assessment tasking of Michelle Bolger would be taken at the next SG meeting.

1. **Made NPs – Developer Challenges**

The SG noted thatdevelopers had made successful challenges to a number of Made NPs and gained planning permission for unwelcome housing developments. This reinforced the need for the Tetsworth NP to be robust to such challenges and, for example, clearly state that domestic development disconnected from the settlement footprint is not acceptable.

1. **Draft NP Document Update**

JG had circulated a revised version of Sections 2 to 5 of draft NP document as V4. SG informal comments were noted and would be incorporated into future drafts.

1. **Strategic Environmental Assessment (SEA).**

SODC’s assessment of the need for an SEA was dependent on submitting a screening questionnaire. Some answers needed SODC guidance and JG agreed to discuss with Ricardo Rios.

**Action 183.** JG to discuss submission of the SEA screening questionnaire with Ricardo Rios.

1. **Tetsworth NP Project Timeline.**

JG noted that the Tetsworth NP project had been launched over 2½ years ago and that progress over the past year had been disappointing. Much more rapid progress was required if a submitted plan was to have any weight at the planning appeal scheduled for June 2019.

 GS agreed to update the Project Plan identifying key tasks which had still to be undertaken.

 **Action 184.** GS to update NP Project Plan.

Meeting closed at 9:30pm.

Next meeting to be held **5th December at 7:30pm**