

NOTES OF 24th MEETING OF THE TETSWORTH NEIGHBOURHOOD PLAN STEERING GROUP

HELD AT 7.30PM ON THURSDAY 16th OCTOBER 2017

IN TETSWORTH MEMORIAL HALL

Present: John Gilbert JG
Caroline Cann CC
Gill Copsey GC
Karen Harris KH
Aidan Lynch AL
Gemma May Brown GMB
Rajen Nathwani RN
Gaynor Sellors GS
Max Sellors MS

Apologies: Sarah Appleby SA

1. **Notes of 25th September 2017 Meeting.** The SG was content that the notes were an accurate record of business. Actions were reviewed via the rolling Action Chart. All were complete or noted for future action.
2. **Declarations of Interest.** There were no new declarations of interest.
3. **Draft Tetsworth NP Document Review.** JG, KH, AL and GS had a second meeting with Ricardo Rios at SODC on 6 October to complete the review the V3 draft of the Tetsworth NP document. Ricardo's feedback reinforced the themes of his comments at the initial meeting:
 - Duplication of higher level planning policies should be avoided.
 - Policies should relate to circumstances which are specific to Tetsworth.
 - Some of the draft policies relevant to each theme could be better consolidated into a single local policies.
 - Some policies could be better expressed as actions.
 - Recognition of the conflict between residents' wishes for more services and facilities without significant housing growth, and additional housing being necessary to deliver better services and facilities.
 - Strong advice to undertake a Character Assessment study to provide local evidence for policies
 - Direction that allocation of the Mount Hill Farm site for development would need objective justification through a Site Assessment study considering all potential development sites.

Ricardo recognised that local residents might not understand why a Site Assessment study was essential if any development sites were allocated in the NP. To help in explaining the requirement, he offered to address a public meeting in the village on a date to be arranged in mid-November (but not conflicting with the Traveller Site appeal hearing)

JG advised that he had not yet revised V3 of the draft NP document, but undertook to incorporate Ricardo's guidance and advice in preparing V4 of the document which would be circulated prior to the next SG meeting.

Action 128. JG to incorporate SODC feedback in preparing V4 of the draft Tetsworth NP document and circulate this version prior to the next SG meeting.

4. **Character Assessment Study.** JG had circulated Locality's Character Assessment guidance, information-gathering proforma and report template prior to the meeting. AL had also circulated an initial draft map of the Tetsworth settlement identifying areas with distinctive characteristics, and a series of maps demonstrating village growth over the past century.

The SG confirmed that it needed to undertake such a study of the Tetsworth parish and tentatively considered that it could possibly be completed by the SG itself. The SG also agreed that it should make a concerted effort to get the study underway as soon as possible. To that end, SG members accepted a number of preparatory

actions to be completed prior to a dedicated working session on fleshing out the Character Assessment planned for **7.30pm on Thursday 30 October** in the Memorial Hall. Should it subsequently transpire that we needed to engage external support to complete the study, then CFO would be a possible source of help at an affordable price.

Action 129. AL to issue a revised map of the Tetsworth settlement identifying areas of distinct character as discussed.

Action 130. All SG members to note their understanding of the characteristics of distinctive areas across the parish on the locality information proformas.

Action 131. JG to take representative photographs of characteristic features of all areas of Tetsworth parish.

5. **Site Assessment Study.** The SG was still equivocal over the benefits of including the Mount Hill Farm site as an allocated development site and the consequential requirement to undertake a Site Assessment study. However, it accepted that JG should submit an Expression of Interest to Locality with a view to engaging free-of-charge technical support from their specialist supplier.

Action 132. JG to submit an Expression of Interest to Locality with a view to gaining technical support for a Site Assessment study.

6. **Preparation of Supporting Documentation.** The requirement for significant further work on the draft NP document would delay its exposure to local consultation. Consequently, the urgency for preparation of the Basic Conditions and Consultation Statements and the SEA Screening opinion had eased. However, preparation of these documents should still be undertaken alongside the preparation of the NP document itself.

7. **Project Plan Review.** In the light of the slower progress in preparing a pre-submission version of the NP document, JG had made an initial attempt at revising the Project Plan. In the original version, SODC had been allocated 9 months to complete the post-submission stages of the NP development process. It appeared that SODC was beating this target on other communities' NPs. Consequently, it may still be possible to get the Tetsworth NP made by autumn 2018. GMB agreed to undertake a more considered review of the Project Plan and circulate a revised version.

Action 133. GMB to review the Project Plan and circulate a revised version.

8. **Date of Next Meeting.** The next meeting of the SG will be held on **Tuesday 14th November 2017** at 7.30pm in the Memorial Hall.

John Gilbert
Chairman
Tetsworth NP SG

17th Oct 2017