**NOTES OF 30th MEETING OF THE TETSWORTH NEIGHBOURHOOD PLAN STEERING GROUP**

**HELD AT 9.00AM ON MONDAY 4th JUNE 2018**

**IN TETSWORTH MEMORIAL HALL**

**Present:** John Gilbert JG

 Gill Copsey GC

 Karen Harris KH

 Aidan Lynch AL

 Gaynor Sellors GS

**Apologies:** Sarah Appleby SA

 Caroline Cann CC

 Gemma May Brown GMB

 Rajen Nathwani RN

 Max Sellors MS

**In Attendance:** Andrea Pellegram

1. **Notes of 9th May 2018 Meeting.** The notes to this meeting were not available and their confirmation was held over until the next meeting. However, it was confirmed that no key Actions were outstanding with those remaining were in hand.

2. **Declarations of Interest.** There were no new declarations of interest.

3. **Tetsworth NP Draft Document Review.** As a result of following up Action 150 with Andrea Pellegram, JG had made arrangements with her to meet with the SG on 4 June to discuss her initial approach and clarify what we expected from her review and revision of the draft Tetsworth NP document. The day-time scheduling of the meeting meant that SG members in employment outside the village were unable to attend.

The meeting discussed the policy sections of the draft Tetsworth NP document and Andrea’s suggestions for improvement were consistent with the feedback given last autumn by Ricardo Rios at SODC. One particular area of advice was to capitalise on Tetsworth’s housing growth already achieved or in the approved planning pipeline since the 2011 census. To confirm these data, GS agreed to put together a definitive list of approved applications.

Andrea’s overall theme was to consolidate policies into fewer groupings as follows: Housing Allocation, Infill Development, Design, Open Space, Countryside and Economy. To provide firmer evidence to support these policies, she suggested that we should undertake a number of actions itemised in a post meeting email to:

* Provide evidence of a need to balance the village housing stock with smaller dwellings for future local need.
* Draw some conclusions on design in the parish Character Assessment.
* Document and draw plans of our green space intentions.
* Draw some conclusions on landscape protection in parish Landscape Assessment.
* Consider undertaking a more focused business survey.

Andrea planned to undertake the review and revision task starting on 9 July and completing it during the following few days.

**Action 153.** GS to prepare a definitive list of housing planning approvals since the 2011 census.

**Action 154.** All to **c**onsider presenting evidence of future need for smaller dwellings.

**Action 155.** SG members to proposedesign conclusions for the parish Character Assessment report.

**Action 156.** AL to prepare green spaces map.

**Action 157.** KH to consider registration of Tetsworth Common as a green space through parish Council action.

**Action 158.** SG members to propose landscape protection conclusions for parish Landscape Assessment report.

**Action 159.** AL to consider undertaking a supplementary business survey.

4. **Date of Next Meeting.** The date of the next meeting was dependent on receiving a revised draft the Tetsworth NP document from Andrea Pellegram. Her output was expected around the middle of July and an SG meeting would be convened soon after. A provisional date would be at 7.30pm on Monday 16 July in the Memorial Hall, to be confirmed or changed in due course.

John Gilbert 13th June 2018

Chairman

Tetsworth NP SG