

**Draft Minutes of
BOTTFESFORD PARISH NEIGHBOURHOOD PLAN
STEERING GROUP MEETING**

7.30 p.m. Tuesday 19th August 2015 – Old School

Present:

Steering Group Members

Bob Bayman (BB) - Chair
David Wright (DW) -Vice Chair
Richard Simon (RS) - Clerk
Colin Love (CL)
Susan Love (SL)
Cob George (CG)

Helpers

Anne Ablewhite (AA)
Bob Lockey (RL)
Bob Sparham (BS)
Alan Gough (AG)
Karen Gough (KG)
Peter Darlow (PD)
Richard Coombs (RC)
Martin Lusty from Waltham and Thorpe Arnold was in attendance

1. Welcome and Introductions

The Chair welcomed everyone to the meeting

2. Apologies for absence

John Preston, Carl Afonso, Karen Afonso, Annie Newman, Val Lever, Mike Roberts, Jean Reavley, Samantha Brooman, Neville Spick.

RS had heard from Samantha Brooman that she was leaving MBC and starting with SKDC in early September, RS had thanked her for her valuable assistance and wished her well in her new post. Samantha had also mentioned that Rachel Armstrong had been appointed to replace Luke Fleming. The Chair asked that we invite Rachel to the next SG meeting and include her in the circulation list.

3. To confirm and agree minutes of the meeting 22nd July 2015

RL felt that a stronger tone was required regarding his suggestion that we tell residents what we have learned over the process from consultants and advisors so that they are fully informed when it comes to completing the Residents questionnaire.

AG asked if AA was recording the meeting, AA replied no, when further asked if the recording of the previous meeting was successful, the reply was again no, the device was too far from those speaking.

Apart from the above the minutes were agreed.

CL asked that our appreciation of the RS, in producing these high quality minutes, be recorded.

4. Matters arising and actions from those minutes

None

5. Development presentation by James Goodson with Steve Louth and Paul Cambell of Richborough Estates Ltd.

Chair confirmed that questions arising would be for clarification only and that this was not part of the formal planning process

Listening to residents there was a requirement for affordable housing and accommodation for the elderly. The site is 5.5 Hectares (Ha) with the provision of some 70-90 homes off Normanton Lane with a 40 place car park adjacent to the Railway Station. At the PEM on the 23rd June residents liked the car parking, the small site and the possible speed reduction on Normanton Lane. The evident need for 1,2 and 3 bed homes has permitted a reduction in the Development size due to the reduced size of the properties. A wider green are to the north is now planned and the housing doesn't have to go so far up the hill.

The housing will be at 24/Ha to keep a rural feel (as opposed to 30-35/Ha for urban developments).

The Highways and LCC have been contacted and the site entrance moved 150m from the rail crossing to avoid any conflict with the level crossing.

The access to Peter Sheardown's land to the east of the site was being considered as via the development to avoid using the unmanned crossing near the station.

RL queried whether the crossing could be made automatic, no meeting on this as yet, neither had there yet been a meeting with MBC.

CL asked about flooding and run-off, a full survey was yet to be done but there was provision for a water storage area which could be made into a feature.

Part of the works would be to improve footpaths on Normanton Lane.

CL asked about cars travelling through the estate to get to the car park in terms of traffic, potential speeding and possible lack of use due to its relative difficulty of access.

DW mentioned that is was outside the village envelope.

AG asked if there was any intention of building further up the hill, no being the response.

SL asked if a half depth development alongside the Railway was viable, this would not allow the other facilities such as smaller housing, car park, external path ways etc to be provided

CL enquired about garden size and could they be made appropriate to a rural home.

When asked SL thought that two thirds of the homes would be 1-3 bed.

Addressing concerns as mentioned above SL mentioned a parameters plan where standards could be set and agreed.

BB mentioned that the development was on the other side of the railway from the village.

Full answers have not all been included as a subsequent letter and plans covering these points has been received from Steve Louth and will be sent out with these minutes.

6. Consultants

a. Planning Consultant

Need to review and consider 2-3 Planning Consultants and costs. CL mentioned those used by Richard Partington, MBC had mentioned the need for a Planning Consultant and a Sensitivity Assessment. Can MBC provide an option from consultants that they already employ or can provide. BB,RL and BS to take forward.

b. Sensitivity Assessment

BB,RL and BS to investigate options after completing the Planning Consultant appointment.

7. Parish Council update, Budget Report and Grant Application

The Parish Clerk had accessed £4.5K as a grant, where is this from? We have a potential £8K as a grant, CA to follow up. The Sum in the Budget for this year is still £10K. Report to the PC noted the success of the PEM on the 23rd June and the associated report from RCC. The final Questionnaire for Residents was being composed.

8. 2015/2016 Plan

We are on time with the Plan.

Residents Final Questionnaire needs to be completed in first week of September and issued in the second week.

SL said there had been 3 meetings on the questionnaire and anticipated it would be completed on the following Monday (24/8). Some clarity needs to be included as on the 23/6 people were available to answer questions.

CL suggested that we needed to test the questionnaire to make sure it was clear and could not be misinterpreted. It was agreed some 'guinea pigs' were needed-Mick Johnson, Norman Robinson, Laura Marsh and Nick Dobney were suggested and contact was to be made.

AG would forewarn the printers and RS to sort delivery.

9. Planning

The Chair had heard from MBC on progress with sites on the SHLAA.

Of the 18 sites some had been excluded because of flood risk or because of their location relative to the village. However the final decision would be taken latter at the full council so it is inappropriate to discuss the sites now and those present at the meeting were asked to keep the information to themselves and not discuss it outside the meeting.

a. Flood Drawing update

CL spoke of the response from EA and their unwillingness to accept anecdotal evidence.

Photographic evidence was being collected and anyone who has photographs of the 2001 flood is asked to contact Colin Love. Bob Sparham said he has a video which he will share with the SG.

CL also raised the issue of the Substation that had been built at the entrance to the Belvoir Road Development. This is raised well above ground level and he is querying the positioning of this with Western Power. RS has written to Pru Chandler asking if we can borrow or have a copy the video passed to her by the EA.

b. Housing Need Survey

To confirm all the survey forms (1920 in total) had been delivered and the results were due back at the end of August. The draw winner was P Marshall.

10. Preparation for bringing together a Draft Plan

There was further discussion on this taking the plan forward.

11. Next month's requests of PC

None

12. Any other business

Residents Final Questionnaire

Flooding progress

Planning Consultant

Set up meeting with Marsh/Barratts

Set up meeting with Colin Wilkinson

13. Agenda items and date of next Steering Meeting – Wednesday 23rd September
None

Confirmed dates for 2015

All at 7.30 in the Old School

Tuesday 27th October

Wednesday 25th November

Thursday 17th December

Circulation list:-

Bob Bayman, David Wright, Richard Simon, Colin Love, Susan Love, Pru Chandler, Peter Darlow, Collette McCormack, Cob George, Anne Ablewhite, John Tobin (for Will Tobin), Alan and Karen Gough, Richard Coombs, Bob Lockey, Chris Greasley, Mark Taylor, Mark Longden, Alan Summers, Sharon Roscoe, Jean Reavley, Annie Newman, Dermot Daly, John Preston, Luke Fleming, Carl and Karen Afonso, Bud Hart, Connor Bufton, David and Joyce Slater, Emma Murphy, Heather Shephard, Lynn Busby, Maria Pride, Ray Flanders, Sallyann Watson, Peter Sheardown, James Goodson, Mike Roberts, Nicola Young, Andy Norris, Neville Spick, Barry Priestley, Neil Fortey, Don Pritchett, Leigh Donger, Alistair Raper, Anne Daly, Heather Stokes, Mr and Mrs K Palmer, Alison Reynolds, Sharon Pyke, Susan Meech, Val Lever, Tom Parry, Allan Mulcahy, Bob Sparham